

Town of Effingham
68 School Street
Effingham, New Hampshire 03882
(603) 539-7770



**Board of Selectmen's
Minutes for
June 29, 2021**

PRESENT: Chairman Fuller, Selectmen Hart and Espie, Town Administrator Fraizer, Health Officer Cahalane, nine members of the public.

Meeting available to the public via Zoom.

Meeting called to order by Chairman Fuller at 9:00 a.m. followed by the Pledge of Allegiance. Chairman Fuller stated 5 minutes per individual will be allowed during public comment.

Signature folder:

Chairman Fuller made a motion to approve and sign both sets of Selectmen's Meeting Minutes of June 22, 2021. The motion seconded by Selectman Hart and passed (3-0).

Chairman Fuller made a motion to approve and sign the corrected Manifest dated June 24, 2021, in the amount of \$33,387.90 (previous was \$33,387.88). The motion was seconded by Selectman Espie and passed (3-0).

Chairman Fuller made a motion to approve and sign the corrected Manifest dated June 29, 2021, in the amount of \$102,767. The motion was seconded by Selectman Espie and passed (3-0).

Mail folder:

- A list of 21 properties to be deeded on August 13, 2021 if 2018 taxes are not paid. The total due is \$48,106.66
- NH DES Emergency Authorization Verification to repair the failed culvert system and stabilize roadway under Bailey Road. Work is to be performed to keep both lanes open on the roadway.
- Superior Court Judgment for permission for sewerage inspection and junk yard inspection.
- Resignation of Tom Hart as deputy Health Officer. Board will discuss replacement next week.

Announcements:

- Transfer Station Closed Sunday - July 4th.
- Town Offices are Closed Monday - July 5th
- BoS Meeting will be Wednesday July 7th
- Town Clerk/Tax Collector Office Closed for the week. Open Monday July 12th.

Administrator and Selectmen comments:

Administrator Fraizer:

- Working with Darlene and Greg Colby in getting the deposits into QuickBooks and reconciling to the bank statements. The credit cards are presenting a challenge. Chairman Fuller requested a revenue report year-to-date and number of where she thought she would be.
- The Department of Revenue sent a form letter regarding the PA-28 asking if the Town was going to use the form. Administrator Fraizer recommended the Board to discontinue the use of forms due to the expense of processing the forms associated and the minimal revenues associated with the return. Changing the process on what to require for building permits will capture more than what is captured on the PA-28. There was discussion related to the building permits and additional work for the Zoning Enforcement Officer. The additional work for the ZEO will be minimal.
 - Chairman Fuller made a motion to discontinue the PA-28 going forward. Selectman Hart seconded the motion. All in favor.
- Administrator Fraizer requested that the Assessing Technician be given permission to process non-monetary changes in the Avitar software system.
 - Chairman Fuller made a motion to give the Assessing Technician approval to make non-monetary modifications to the assessing software. Selectman Espie seconded it. All in favor.
- Administrator Fraizer is obtaining access to SAM and GOPPHER, government websites. She is working on paperwork regarding the USDA grant.
- Clean Harbors is now the firm working to cleanup a barrel on the side of the road.
- Chairman Fuller asked if Administrator Fraizer had attended any of the ARPA presentations. She has and she has set up an account and started the application. Chairman Fuller explained to the public that he was identifying expenses that the Town could apply for reimbursement.

Selectman Hart:

- Selectman Hart confirmed the Pine River Road culvert has been posted. Administrator Fraizer confirmed it had.
- Selectman Hart had a call from a resident regarding a "Horses Crossing" sign. He told them the Town would work with them on placement but they would be responsible for the cost of the sign and installation.

Selectman Espie:

- Selectman Espie mentioned the pot holes at various locations around Town. He also expressed the concern about the rock blocking the dry hydrant, the pipe may have to be extended. There was also discussion related to have the dry hydrants inspected to help with the insurance.
- Selectman Espie also inspected the salt shed. It is still half full. It is recommended to wait a year when the quantity salt can be depleted prior to sealing the concrete.

- Discussion took place regarding the road going to the cemetery. Selectman Espie will follow up with Dale Smith to see if he is available to do the canopy tree work.
- Selectman Espie expressed concern over the price of the tank for the oil containment at the Transfer Station. He also has an outstanding call out to Kevin Cote regarding the work remaining for the oil shed.

Chairman Fuller:

- Chairman Fuller is reviewing a draft of the Town’s investment policy. It will be covered in a future work session.
- The Health Officer has completed additional training, as a result he will have information for the Board later in the morning.
- The contractor recommended that the library asbestos proposals be signed now rather than later to retain the price quoted.
 - Chairman Fuller made a motion to sign the contract with EnviroVantage in the amount of \$4,385 to remove the asbestos. Selectman Hart seconded. All in favor.
 - Chairman Fuller made a motion to sign the contract with RPF Environmental at \$850 per day and \$350 in expenses. Selectman Hart seconded. All in favor
- The week of July 6, 2021 the work on Pine River Road will occur, the contractor will keep the road open as much as possible. There will be a short time that the entire road will be closed for a few hours.
- The Tick Spray will not occur because it is within the wetland buffer. Tick Tubes will be used.
- Lawrence Edwards requested that a release form be signed for the granite be stored on personal property. Selectman Espie recalled the form used in previous years. Mike Cahalane informed the Board that his is different. It is a donation of under \$10,000 that the Board can accept at a meeting without a release form or public hearing.
- Chairman Fuller received clarification from NHMA that the part time fire staff does not receive vacation time because the warrant article did not specifically include “salary with benefits” then the Town is precluded from the part time fire personnel. The Town is still reviewing what other Town do for part time personnel. A citizen asked what the part time police officers receive for vacation time. The part time police officers do not receive vacation time.
- The gravel request for Levitt Preserve conservation property was spread.
- Parsons Road mowing, Mr. Straus sent him a contact to follow-up with.
- Chairman Fuller will get out the comments to the Transfer Station Policy for the work session happening the July 6th. The work session will also cover the used oil container, the budget to actual, and revenue.

Department Reviews:

- Health Officer, Mike Cahalane reviewed the State’s requirements regarding a Board of Health for a Town and roles and responsibilities. The Board requested he attend on July 7th

to discuss in more detail. Mr. Cahalane recommended the Town hire a Mr. Peter Russel for the court ordered inspection. He will present a quote next week.

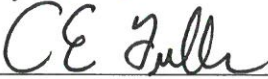
Chairman Fuller made a motion to retain Mr. Russell for the upcoming inspection. Selectman Hart seconded. All in favor.

Assessing, Mr. Hynes, presented to the Board the 14 properties that filed for 2020 tax abatements. Seven were approved, seven were denied. The recommendations by Avitar were presented. There is currently one property in appeal. Selectman Espie questioned two properties and why they were not combined. Mr. Hynes explained that properties separated by a road cannot be combined.

Chairman Fuller made a motion to approve Avitar's recommendation on the abatements as outlined in their letter to the Board of Selectmen dated June 18, 2021. Selectman Hart seconded. All in favor.

Adjournment: At 10:05am, Chairman Fuller made a motion to adjourn the meeting. The motion was seconded by Selectman Hart and passed (3-0).

Respectfully Submitted,
Audrey Fraizer

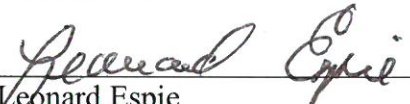


Charles Fuller

Dated: July 13, 2021



Thomas Hart



Leonard Espie