

Town of Effingham

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



Board of Selectmen's

MINUTES for
July 20, 2021

PRESENT: Chairman Fuller, Selectman Hart & Espie, Health Officer Cahalane, Town Administrator Fraizer, Chief Burbank and several members of the public.

Meeting available to the public via Zoom.

Meeting called to order by Chairman Fuller at 8:56 am followed by the Pledge of Allegiance.

Additions to the Agenda: Chairman Fuller would like to discuss the R&D paving proposal and the crack sealing proposal.

Signature folder:

Chairman Fuller made a motion to approve and sign the Selectmen's minutes of July 13, 2021. The motion was seconded by Selectman Hart and passed (3-0).

Chairman Fuller made a motion to approve and sign the Selectmen's non-public minutes of July 13, 2021. The motion was seconded by Selectman Hart and passed (3-0)

Chairman Fuller made a motion to approve and sign the Selectmen's Work Session minutes of July 7, 2021. The motion was seconded by Selectman Espie and passed (3-0)

Chairman Fuller referenced the HEB Engineering Land Monitoring contract.

Chairman Fuller asked Administrator Fraizer to work with T. Swanick, Planning Board Chair on the Whitaker Fadden Subdivision agreement.

An intent to cut and a veteran's exemption was approved.

Chairman Fuller made a motion to approve the manifest dated July 22, 2021 in the amount of \$57,628.60. The motion was seconded by Selectman Espie and passed (3-0)

Administrator and Selectmen Comments:

Town Administrator Fraizer

- Town Administrator Fraizer stated that A & B Lock has been contact for a new lock for the police station. They will also do additional computer cleanup.
- The electrician has been contacted to repair lighting.
- SAM valid through September 2021. Administrator Fraizer is still working on access to the system.
- Working on a 91A request.
- USDA reimbursement has been requested and additional backup was sent.

Selectman Hart:

- Selectman Hart discussed pot hole repairs being challenging due to rain.
- A drive around with Chief Duchesne for street signs has been delayed.
- Scheduling a survey of dry hydrants with Insurance Service Organization (ISO).

Selectman Espie:

- Selectman Espie reported that the canopy trimming at Cemetery Road charged was moved from cemetery to road budget.
- A tree on Snow Road needs to be taken down, all selectmen agreed to have it taken down.
- Selectman Espie continues to work on the sign for the cemetery.
- There was a discussion with Fire Chief regarding the door to the station. He will evaluate repair or replacement.
- Selectman Espie address the citizen comment regarding using a road roller. Effingham may have the road contractor test a section of road maintenance with roller next year.

Chairman Fuller:

- Chairman Fuller requested that the Board sign the E. J. Prescott for the culverts at Bailey Road. All Selectmen agreed.
- Next week the Town is anticipating a contract from CMA engineers for the Bailey Road 2022 permitting.
- Chairman Fuller had a conversation with T-mobile and requested that Effingham be evaluated. He received a response that it has been sent to a supervisor at T-mobile for review.
- Chairman Fuller asked the Town Administrator about the ARPA process and if the Town puts in requests for specific items or total funds then submits bills against it. She is looking into it. There is hope that the funds can be used for stormwater and Bailey Road. Mr. Cahalane is checking with his contact.

Old Business:

- Set Board of Health Meeting – Board of Health Meeting 10:00 August 3, 2021

Department Reviews:

Fire Chief Burbank: Daytime coverage is working well. Seventy percent of the calls come during the day. Already saved one life. Effingham had intervention to a heart patient in 5 minutes, it took the ambulance 17 minutes to respond. Chairman Fuller asked about staffing. There are 12 members. The shifts are manned by an EMT/Paramedic and fire coverage.

Public Comment:

Mike Cahalane, Hobbs Road, Mike Hempton is the Planning Board representative through Lakes Region Planning, he identified four major carriers and had a coverage map. Chairman Fuller has the map and will share with T-mobile.

Non-public if needed per RSA 91-A:3, II (a): none.

Recess before work session at 9:23

WORKSESSION

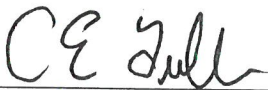
1. **Fire Chief** – In light of Randy’s pending resignation. In the Annual 2010 Town Report article 5 outlines the details of hiring a new chief including a Selectman appointed review board and the appointment is for 3 years. Chairman Fuller asked Chief Burbank’s opinion. Chief agreed with the process. Chief Burbank recommended the Selectmen coordinate the selection committee and include area chiefs. Chairman Fuller asked about reaching out the Fire Chief in Tuftonboro. Randy has job descriptions in the SOP manual and will provide them. Chairman Fuller requested a copy of the entire SOP manual electronically. The timeframe for the process will probably take three to four months including the evaluations and board interviews. Chairman Fuller asked Chief Burbank if he would stay on and mentor. Randy said yes, for a year. Chairman Fuller expressed his desire to attract someone with Grant writing skills. There will be a follow up after Chairman Fuller does more research.
2. **Road Manager** – Mike Cahalane was asked to comment on the Snow Road Bridge in response to Selectman Espie’s questions the previous meeting. All of the grades were double checked. In regards to the amount of water that can flow through the opening, Mr. Cahalane presented the formula for the culverts that result in approximately 113 square feet of hydraulic opening. With the bridge at the same height as the culverts basically doubles the hydraulic opening. It is pretty unlikely that flood water would double. HEB provided calculations in the permit that resulted in 328 square feet of hydraulic opening. The surface of the bridge will be higher when complete. The steel expansion has many variables which Mr. Cahalane addressed. Basically, the approach taken at the Snow Road Bridge is a semi-integral bridge design without expansion joints which is the State’s preferred bridge design. This style reduced future maintenance by protecting the steel. the preferred design in the industry. Selectman Espie asked about a completion date. Mr. Cahalane is expecting the ten days out based on weather. Selectman Espie asked about the 60-day deadline. Mr. Cahalane explained the weather delays, the coordination of multiple vendors and the 60-day limit was for the Town’s benefit to make sure they stay on the job. There are caveats in the contract that allow for delays.

Chairman Fuller discussed the possibility of R&D Paving doing additional work. Specifically, the turn from route 153 onto Huntress Bridge Road. R&D said the additional work would be under \$6,000 since they have the equipment in the area. The quote came in at \$5,500. There was discussion about the condition of the corner. Chairman Fuller made a motion to approve R&D paving to complete the paving for approximately \$5,500 The motion was seconded by Selectman Hart and passed (3-0).
3. **Beaver Presentation** – Chairman Fuller attended a webinar. Several styles of decivers were presented. A “beaver cone” was used in the White Mountain National Forest. Chairman Fuller has reached out to the presenters for more information which he will bring back to the Board for discussion. He will also send the presentation to the others. He would like to try a couple of designs at the problem spots in Town.
4. **Crack Sealing** – Chairman Fuller toured roads and many of the roads have deteriorated beyond crack sealing having any benefit. The priority would be Townhouse Road, Bailey Road, Huntress Road Bridge on the route 25 side and anything left going up High Watch Road. The Town should order 2 pallets, \$5,800 per pallet from RSH. Selectman Espie observed cracks at the Transfer Station. Chairman Fuller put the Transfer Station before High Watch Road.
5. **Voting Booth** – Ms. Amaral is fairly certain we will not be able to utilize the school for voting. One booth is required per 100 voters on the checklist. One additional booth is required, Chairman Fuller instructed her to order it for \$963.
6. **Signs** - No through Trucking on Huntress Bridge Road should be posted soon to keep any damage to pavement and crack sealing to a minimum. The police will also monitor the road.

7. **Used Oil** – Chairman Fuller presented a document related to the rational of the oil system and the design. Clean Harbors recommended we test the oil prior to it being picked up. The multiple container design allows for testing of 55-gallon barrels before dumping into the large container. The 55-gallon drums would be on their own spillway. A 2-barrel system would be approximately \$180. Selectman Espie is working on the DES Grant for waste oil. The quote for the double wall tank was \$4,750, it meets all Federal and State guidelines. Four test kits are in house. The facility still needs to be sealed. Mr. Cahalane also pointed out that a certain level of contamination is allowed. Chairman Fuller said the Town would have training by Clean Harbors. Mr. Cahalane clarified that he didn't measure for drip pallets.
8. **Transfer Station** – The used oil language and fees has to be added to the Transfer Station ordinance. Chairman Fuller will reach out to Clean Harbors for updated fees. Chairman Fuller made a motion to order the two-chamber tank and shipping for \$6,425 and 4 barrels and spill trays for \$360. The motion was seconded by Selectman Espie and passed (3-0).

Adjournment: At 10:42am, Selectman Hart made a motion to adjourn the meeting. The motion was seconded by Selectman Espie and passed (3-0).

Respectfully Submitted,
Audrey Fraizer



Charles Fuller

Dated: August 2, 2021



Thomas Hart



Leonard Espie