

Town of Effingham

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



Board of Selectmen's

**MINUTES for
August 3, 2021**

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

Meeting available to the public via Zoom.

Meeting called to order by Chairman Fuller at 9:02am followed by the Pledge of Allegiance.

Signature folder:

Chairman Fuller made a motion to approve and sign the Selectmen's minutes of July 20, 2021. The motion was seconded by Selectman Hart and passed (3-0).

Chairman Fuller referenced and signed the Hansen Bridge work estimate for Bailey Bridge Culvert repair. The work will begin this week.

The board signed the following items:

- Woodland Cemetery contract agreement
- (3) Notice of Intent to Cut
- Property Tax Exemption

Chairman Fuller made a motion to approve and sign the Manifest dated August 3, 2021 in the amount of \$43,401.22. The motion was seconded by Selectman Hart and passed (3-0).

Review of Mail:

- Letter regarding Highway Block Grant Aid

Administrator and Selectmen's Comments:

Town Administrator Fraizer:

- Town Administrator Fraizer completed the paperwork for the Used Oil Grant.
- The bond funds have been released to Fadden Whitaker.
- Funds from the USDA Grant are in process and verification for the CMA grant is in process.
- A HealthTrust census was completed and the Exposure Report for Primex was reviewed.

Selectman Hart:

- The road signs will be put up this week and Evans Brothers will begin grading roads.
- The crack sealing on some of the paved roads can begin the 3rd week in August. Waiting on an agreement from RCH Driveway Sealer.

- The buyer of the Pellet Boiler is arranging transportation to have it moved.
- Selectman Hart is researching vendors for road side mowing.
- Selectman Hart will remeasure the drip pan for the oil container.

Selectman Espie:

- Selectman Espie repaired and replaced the signage at the Woodland Cemetery.
- Dale Smith removed a tree at the Transfer Station. He will remove one on Snow Road.
- Chairman Fuller to contact a resident interested in volunteering on the Carroll County Broadband Committee.

Chairman Fuller:

- Chairman Fuller made a motion to approve a change order from Cobalt Construction for \$800 asbestos work and \$1,250 for the future Powder Post Bug Beetle bid process. This money will come from raised funds for the library renovation. The motion was seconded by Selectman Espie and passed (3-0).
- R & D Paving should be paving Snow Road Bridge and Rte. 153 & Huntress Bridge Road on August 5th.
- CMA Engineers were asked to provide copies of supporting documents for their reports.
- An extension from NH DES for the Emergency culvert work at Bailey Road was granted to 15 days.
- The personnel policy will be reviewed and revised by Chairman Fuller, Town Administrator Fraizer and Grace Fuller on August 19, 2021.

New Business:

- Chairman Fuller made a motion to accept the recommendation from Chief Burbank to approve Josh Comeau as a new member of the Fire and Rescue Department. The motion was seconded by Selectman Hart and passed (3-0).
- Chairman Fuller made a motion to approve the Conger & Son Metalworks invoice for an additional \$837 for added copper to complete the job at the library. The motion was seconded by Selectman Hart and passed (3-0).
- NHMA Budget and Finance Workshop will be held on September 14th from 9-4. Recommendation for Bos, Budget Committee members and office staff to attend.

Public Comment:

- Diane Jarecki of the Conservation Commission asked for volunteers to help dig invasive plants on the Pine River Cherubini Preserve Trail.

Non-public if needed per RSA 91-A:3, II (a)

- At 9:30am, Selectman Espie made a motion to enter non-public session under RSA 91-A:3, II (a). The motion seconded by Selectman Hart and passed by roll call vote. Hart Y, Espie Y and Fuller Y.
- At 10:17am, Chairman Fuller made a motion to exit the non-public meeting and return the public session. The motion seconded by Selectman Espie and passed (3-0).

Selectman Espie made a motion to seal the non-public minutes. The motion seconded by Chairman fuller and passed. Fuller Y, Hart Y & Espie Y.

Work Session:

- The board will discuss office efficiencies and the 2022 budget at the August 10th meeting in a work session.

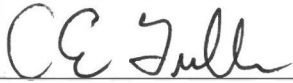
The board accepted the resignation from Westie Krysa as Deputy Town Clerk/Tax Collector as of August 24, 2021. The board thanked her for her service. Mrs. Krysa will continue to serve as the General Assistance Officer.

Department and Committee Updates:

- Board of Health meeting minutes attached.

Adjournment: At 11:08am, Selectman Espie made a motion to adjourn the meeting. The motion was seconded by Selectman Hart and passed (3-0).

Respectfully Submitted,
Darlene McWhirter



Charles Fuller

Dated: August 17, 2021



Thomas Hart



Leonard Espie



**Town of Effingham
Selectmen's Office**

68 School Street
Effingham, New Hampshire 03882
phone (603) 539-7770 fax (603) 539-7799

Work Session Minutes

August 3, 2021 – reopened meeting at 10:20 am

PRESENT: Chairman Fuller, Selectmen Hart & Espie, Health Officer Cahalane, Deputy Health Officer Garceau and Office Assistant Savage.


Meeting available to the public via Zoom

Health Officer Cahalane updated on road and bridge projects. There was discussion on HIPPA courses and emails. Chairman Fuller to follow-up with Town Administrator Fraizer.

Discussion regarding permits. Assessing Technician Hynes to report on the additional Building Permit module received for the Avitar software. Mr. Hynes is working with Zoning Enforcement Officer regarding the building permit tracking process.


Health Ordinance to review once more information is received. Health Officer to report back.

Compensation/stipend for Health Officer to review for next budget season.



Chuck Fuller

Dated: August 17, 2021



Thomas Hart



Lenny Espie

Submitted by Office Assistant Savage