

## Town of Effingham

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



## Board of Selectmen's

Minutes for  
September 8, 2021

Present: Chairman Fuller, Selectmen Hart and Espie, Town Administrator Fraizer, Administrative Assistant McWhirter, Zoning Officer Boyden 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 and selectmen's non-public minutes dated August 24, 2021. The motion was seconded by Selectman Espie and passed. (2-0-1)

Chairman Fuller made a motion to approve and sign the selectmen's minutes dated August 31, 2021. The motion was seconded by Selectman Espie and passed. (2-0-1)

The board signed the following items:

- 2021-2022 Contract with Cartographic Association, Inc.
- Eversource Energy Efficiency Incentive Offer – the town will receive a little over \$8,200 for completed insulation work at the Historic Town Hall.
- Property Tax Credit/Exemption
- Notice of Intent to Cut
- Delegation of Deposit Authority

Town Administrator Fraizer will draft a letter for the loggers working in town to notify them of "No Thru Trucking" on certain roads.

Chairman Fuller made a motion to approve and sign the manifest dated September 9, 2021 in the amount of \$27,051.88. The motion was seconded by Selectman Hart and passed (3-0).

### Mail Folder:

- CMA Province Lake Drainage Improvements Analysis for Bailey Road- The emergency work is complete and a final report was submitted. The emergency work was paid for by a \$75,000 grant. The town will pay only interest of less than \$1,000. The work for a final fix of the road will be ready to be include as a warrant article for the 2022 town meeting.

### Administrator and Selectmen's Comments:

#### Town Administrator Fraizer:

- Administrator Fraizer thanked Selectman Hart for verifying the removal of streetlights by Eversource.

- The MS-1 has been filed with NH DRA. The MS-434 has been submitted in draft form. An update to the MS-434 will be done before tax rate setting in October/November.
- The personnel policy has been revised; it will be reviewed in a work session.
- The town is waiting on the USDA Grant reimbursement for \$100,097.
- Per NH DES, the barrel that was removed from Huckins Pond Road was actually fermented mash. It was brought to the transfer station for disposal. Clean Harbors has been cancelled.

#### **Selectman Espie:**

- Mark Bussiere at the Transfer Station would like to purchase a battery operated sawzall to separate commodities. The board agreed.
- Selectman Espie stated there is logging being done in the state forest off Wilkinson Swamp Road. The trucks are causing severe road damage. Town Administrator Fraizer will contact Jeff Libby the town forester.
- The beaver diverter is being installed today on Clough Road.
- Evans Brothers was contacted to repair a sinkhole on Champion Hill Road. They should be reminded to clean the ditch lines.
- At Fire Station 2 the tree leaning on the back of the building needs to be removed. The town will get permission from the owner.

#### **Selectman Hart:**

- Selectman Hart will contact Clean Harbors to obtain signs for the oil containment building at the Transfer Station.
- The crack sealing throughout town should be completed this week.
- Roadside mowing and cleanup will begin next week.

#### **Chairman Fuller:**

- Town House Road culverts are repaired.
- Mr. Cahalane will obtain a price and availability from R & D Paving to pave the culvert work on Pine Hill Road.
- September 14 the Select Board and members of the Budget Committee will attend a Budget Workshop from 9am to 4pm.
- Chairman Fuller must stop the Sept. 15<sup>th</sup> meeting at 9:50 if not finished. He will recess the meeting until 11:00am for the work session.

#### **New Business:**

- The board agreed to continue with the same practice as in the past and require new non-profit organizations to submit a petition warrant article for town meeting.
- Proposal from MRI: On Call Fire Chief Recruitment – to be discussed next week.

**Public Comment:** No public comment.

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

Chairman Fuller made a motion to enter into a non-public session at 9:26am. The motion was seconded by Selectman Hart and passed (3-0).

Chairman Fuller made a motion to reenter a public session at 9:58am. The motion was seconded by Selectman Espie and passed (3-0).

Chairman Fuller made a motion to seal the minutes for 1 year. The motion was seconded by Selectman Espie and passed (3-0).

Chairman Fuller stated that the Board will discuss some performance issues with Town Administrator Fraizer. Ms. Fraizer asked that this discussion be held in public and recorded. Chairman Fuller shared the board's concern as follows:

Staffing the Selectmen's office properly

Paying bills on time

Filing the NH DRA Form MS-434, without permission and instructed Ms. Fraizer not to file and forms without permission.

Interfering in how other departments are run.

Town Administrator Fraizer respectfully disagrees with the board's assessment.

#### **Department and Committee Updates:**

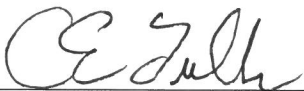
- Zoning Officer Rebecca Boyden presented her statistics for August. Chairman Fuller noticed how busy she has been and would ask if it would be beneficial to hire someone to help with the work load. Ms. Boyden stated her primary role is permitting and enforcement. She stated following up on septic systems is the responsibility of the Health Officer. She spends a number of hours on junkyard enforcement. After a lengthy discussion the Select Board asked Ms. Boyden to submit to the town administrator a proposed job description and verbiage to add a paragraph about septic systems in the Effingham zoning ordinance. Deputy Health Officer David Garceau offered to consider this position.
- Selectman Espie asked if floodplain maps were used before issuing building permits and they are. Zoning Officer Boyden explains/assists the residents when possible. He asked if she received a permit request to cut a driveway in a wood lot on Simon Hill Road? She did.

#### **Work Session:**

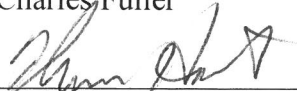
- Rescheduled to September 15, 2021 at 11:00am.

**Adjournment:** At 11:30am, Selectman Hart made a motion to adjourn the meeting. The motion was seconded by Selectman Espie and passed (3-0).

Respectfully Submitted,  
Darlene McWhirter



Charles Fuller



Thomas Hart



Leonard Espie

Dated: September 15, 2021