

Town of Effingham

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



Board of Selectmen's

MINUTES for
September 28, 2021

PRESENT: Chairman Fuller, Selectmen Hart and Espie, Planning Board Chairman Swanick, Zoning Officer Boyden, Health Officer Mike Cahalane, Town Administrator Fraizer, Administrative Assistant McWhirter and 4 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 dated September 21, 2021. The motion was seconded by Selectman Espie and passed. (3-0).

Chairman Fuller made a motion to approve and sign the \$8,350.00 Acceptance of Energy Efficiency Offer from Eversource. The motion was seconded by Selectman Hart and passed. (3-0).

Chairman Fuller made a motion to approve and sign the manifest dated September 30, 2021 in the amount of \$44,246.71. The motion was seconded by Selectmen Espie and passed (3-0).

Chairman Fuller made a motion to approve and sign the manifest dated September 29, 2021 in the amount of \$6,245.00. The motion was seconded by Selectman Espie and passed (3-0).

The board approved the following items:

- Corrected manifest dated September 24, 2021 in the amount of \$27,317.87.
- Non-public minutes dated September 21, 2021.

Mail Folder:

- Avitar letter Utility Rates for 2022
- JP Pest, 2% increase
- Lakes Region Planning Commission Public Meeting Dates for Governor's Advisory on Intermodal Transportation
- Formation of Carroll County Communication District Planning Committee

Administrator and Selectmen comments:

Town Administrator Fraizer:

- Town Administrator Fraizer submitted a weekly report and stated the auditors should have the draft audit complete by next week.
- She has been working with Kevin at Clean Harbors regarding the waste oil program.
- The front door at the town office needs to be fixed. Town Administrator Fraizer will contact a glass company. Mike Cahalane stated he priced a new door last year. The cost at that time was

\$10,000 with AJ's Glass. A & B Lock was in to fix the lock on the front door. A & B Lock will change the security system in the police station per Chief Duchesne approval.

- Town Administrator Fraizer will work with the treasurer to have the checks signed the week of the holiday.
- Sent initial timber letters to loggers. They will accompany all future intents to cut approvals,

Selectman Espie:

Selectman Espie will put the detour signs out at Snow Road during the closure for paving. The road will be closed from September 29, 2021 to October 2, 2021.

- The cemetery rules and agreement need to be updated to state that, "No internment may be conducted without a licensed undertaker or a cemetery trustee present."

Selectman Hart:

- Selectman Hart stated that the roadside mowing has been delayed due to the contract's truck being out of service.

Chairman Fuller:

- Chairman Fuller announced that Snow Road will be closed from September 29 to October 2, 2021 for paving.
- Chairman Fuller announced that the Town Clerk/Tax Collector's office will be closed October 13 and 14, 2021 for training.

Old Business:

- Chairman Fuller attended a meeting to discuss the 5-year ambulance agreement. John Hatch updated the attendees on some of the improvements that have been made to improve service. They also discussed the formula using last year's calls to figure the cost for the 2022 budget figures. The number should be ready next week.
- Chairman Fuller contacted LRPC and NH DOT Bureau of Traffic to discuss the possibility of having a traffic study done. He is awaiting additional information.
- Brian Duggan from MRI has requested information to begin the search for the Fire Chief. Town Administrator Fraizer and Chief Burbank will get the information.
- Chairman Fuller contacted NH Retirement System to discuss adding additional employees to the program. More information forthcoming.
- Chairman Fuller spoke with HealthTrust regarding the need to offer part time employees Short Term Disability, Long Term Disability and Life Insurance. According to the town's Personnel Policy only full-time personnel are eligible for the benefits.
- The board discussed the fee for residents for to dispose of waste oil. After some discussion the board decided to charge \$1.00/per gallon for disposal at the transfer station.
- After a discussion with the conservation commission the fee for the Province Lake Host Program will be removed from the conservation budget and will be placed on its own line (4619.1).
- Carroll County Broadband will begin meeting and is looking for each participating town to name representatives to serve on the committee. Selectman Espie suggested a possible volunteer that Chairman Fuller will contact. Diane Jureki offered to volunteer unless someone more qualified steps up.
- The salt shed at the transfer station will be cleaned out and will be used to store culverts.

Departments and Committee Updates:

Health Officer & Road Volunteer Mike Cahalane:

- A meeting of the Effingham Board of Health is set with the Board of Selectmen, Health Officer and Deputy Health Officer for October 14th at 10:00am. The board will discuss creating a more formal structure. They will review and update the existing ordinance.
- Mike Cahalane briefly reviewed the progress on the road projects.
- The board discussed adding a stipend in the 2022 budget for the Health Officer (\$4,000) and Deputy Health Officer (\$3,000). David Strauss, Budget Committee Chairman has reservations about making this change. No decision has been made.

Review 2022 Budget:

- Theresa Swanick, Planning Board (4191) and Zoning Board of Adjustment (4191) Chairman: Discussed her proposed 2022 budgets. She is proposing no change in the Planning Board budget. She stated that all services are paid for by the applicants. Ms. Swanick is in need of a minute taker for both land use boards. She will work with Town Administrator Fraizer to research a competitive salary and advertise for a qualified candidate. The board discussed adding a legal line to both budgets. Chairman Strauss does not agree that each budget should include a legal line, he feels all legal expenses should be together in the legal budget. The office staff will review all legal bills to break out planning board and ZBA fees. ZBA Chairman Swanick discussed the need to retain an attorney for land use issues and not use the town attorney. The board agreed to have her look into it.
- Chairman Fuller made a motion to approve and sign 4191 Planning Board for \$5,961.00. The motion was seconded by Selectman Hart the motion passed (3-0). This budget may be revisited.

At 10:29am, Chairman Fuller made a motion to take a 5-minute recess. The meeting resumed at 10:35am.

- Rebecca Boyden, Zoning Enforcement Officer presented her proposed budget for 2022. After some discussion the board advised Ms. Boyden to craft a job description to add an additional 8 to 12 hrs. a week to her office staff. She will work with Town Administrator Fraizer to research a competitive salary. The board would like to see more time on enforcement and feels she has limited time.

Chairman Fuller made a motion to sign and accept the following 2022 proposed budgets. The motion was seconded by Selectman Espie and passed (3-0).

- 4325 – Solid Waste Cleanup - \$10,000
- 4619 – Conservation Commission - \$3,805
- 4619.1 – Other Conservation Commission - \$3,000

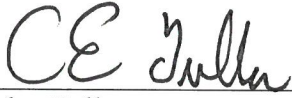
Public Comment: No public comment.

Adjournment: At 11:44am, Selectman Hart made a motion to adjourn the meeting. The motion was seconded by Selectman Espie and passed (3-0).

Next Meetings: Board of Selectmen Tuesday, October 5, 2021,
Budget Committee Tuesday, October 5, 2021,

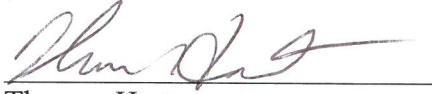
Board of Selectmen **Wednesday**, October 13, 2021
Board of Health Meeting Thursday, October 14, 2021
Board of Selectmen Tuesday October 19, 2021, Tuesday October 26, 2021

Respectfully Submitted,
Darlene McWhirter

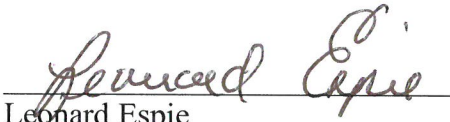


Charles Fuller

Dated: October 5, 2021



Thomas Hart



Leonard Espie