

Town of Effingham

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



Board of Selectmen's

**MINUTES for
September 15, 2021**

PRESENT: Chairman Fuller, Selectmen Hart & Espie, Police Chief Duchesne, Town Administrator Fraizer, Administrative Assistant McWhirter and several members of the public.

Meeting available to the public via Zoom.

Chairman Fuller called the meeting to order at 9:01am followed by the Pledge of Allegiance.

Signature Folder:

Chairman Fuller made a motion to approve and sign the selectmen's meeting minutes for September 8, 2021. The motion was seconded by Selectman Espie and passed (3-0).

Chairman Fuller made a motion to approve and sign the selectmen's non-public meeting minutes for September 8, 2021. The motion was seconded by Selectman Hart and passed (3-0).

The board signed the following items:

- SAM Designation Letter

Chairman fuller made a motion to approve and sign the manifest dated September 17, 2021 in the amount of \$65,741.35. The motion was seconded by Selectman Hart and passed (3-0).

Mail Folder:

- Deed Letters
- Complaint – Wilkinson Swamp Road

Announcements: Snow Road will be closed for paving from September 29 to October 1.

Administrator and Selectmen Comments:

Town Administrator Fraizer:

- Town Administrator Fraizer researched pricing for the waste oil program. Preliminary prices to take a sample is \$165.00 and \$1.00 per gallon. She also researched what other towns charge residents to get rid of the oil. This program is for motor oil only.
- A notice from Waste Management stated that the Turnkey Landfill has extremely limited capacity. Ms. Fraizer will obtain additional information.
- Town Administrator Fraizer is creating a letter to the loggers regarding maintaining gravel roads.
- Final USDA request has been submitted.
- Town Administrator Fraizer would like to go out to bid for computer support for the 2022 budget and will research if/how the town emails are being archived.
- Town Administrator Fraizer is in the process of writing job descriptions for the Town Administrator, Administrative Assistant and Assessing Technician positions.

Selectman Hart:

- Selectman Hart will meet Mr. Jordan at Granite Road to discuss the roadside brush cutting that will be done. The usual cut is 6 to 7 feet.
- Selectman Hart will take an inventory of road signs on hand.

Selectman Espie:

- Selectman Espie noticed extra vinyl siding at the Fire station. The board agreed to use it on the oil containment building at the Transfer Station.

Chairman Fuller:

- Bartlett Tree Service surveyed the Knotwood at the Transfer Station and will contact NH DES to obtain the preferred course of action to eradicate the invasive plant.
- Chairman Fuller will discuss the Investment Policy with the treasurer. Mike Cahalane stated that the town is adhering to the RSA's and the towns funds are secure and protected.
- There were more carpenter ants found in the front foyer and bell town at the library. JP Pest Service will be back this week to apply treatment. Resident Davie Garceau suggested there is a possible leak causing the issue. Chairman Fuller stated that has been looked into and repaired.
- Town Counsel Serge reviewed the Cemetery Agreement and suggested a few changes. The DOJ will be consulted.

New Business:

- After speaking with the Fire Service Director Brian Dugan at MRI and a brief discussion with the board:
Chairman Fuller made a motion to accept and sign the agreement for \$2,870 with MRI to conduct the hiring of a Fire Chief. The motion was seconded by Selectman Hart and passed (3-0).
- After some discussion:
Chairman Fuller made a motion to accept and sign the quote from R&D Paving for \$5,000 to pave Pine River Road. The motion was seconded by Selectman Hart and passed (3-0).
- Province Lake Association submitted a letter of support to accompany the NH State 319 Grant being prepared for the Bailey Road Project. The grant will be submitted by September 17th.
- After a resolved misunderstanding at the Transfer station, Chairman Fuller stated that the town will work continue to work with residents as needed.
- Final payment was made to Yankee Thermal Imaging for completion of insulation work at the library.
- Town Counsel Serge reviewed the Russell Inspection report that will be used in an upcoming legal case. He made a few comments which will be shared with Mr. Russell.
Chairman Fuller made a motion to use Russell Inspection Services as an expert witness in an ongoing legal case. The motion was seconded by Selectman Hart and passed (3-0).

Old Business:

- The board is still considering ways to move the rock blocking the dry hydrant in the stream at the fire station.

Department and Committee Updates

- Police Chief Joe Duchesne presented his August statistics. He also stated that Fero is doing very well and should be certified next month.

Public Comment:

- Resident Tammy Tuttle's dog was killed on Wilkinson Swamp Road and asked the board what can be done about speeding on that road. Police Chief Duchesne stated that his department conducted a few tests and vehicles were not speeding. Chief Duchesne will verify the speed limit on an unposted road, which he believes is 35mph. Ms. Tuttle was given permission to post "Children at Play" signs on the road. Chief Duchesne said he could try and increase patrols. A lengthy discussion did continue about speeding and a lack of police presence. Chief Duchesne stated there are 168 hrs. a week that need to be covered and between the 2 officers they can cover 66 hrs. Effingham and every surrounding community are in need of part time officers to fill in. Effingham PD has an average of 6-10 hrs. per week coverage by part time officers.
- Mike Cahalane did not see an issue at Hobbs & Libby Roads which he was asked to look at. The fire department is concerned about the steep grade. Selectman Espie stated that there was an issue at Pound, Libby and Hobbs Road where excess gravel was dumped and needs to be feathered. He will have Evans Brothers correct it.
- Work is being completed by Evans Brothers on Jones and Drake Roads. There have been complaints about the ditching and the roughness of the road.
- Mike Cahalane stated that Waste Management has an online portal that will benefit the town office for completing year end reporting.
- Mike Cahalane suggested the board schedule a Board of Health meeting to discuss septic concerns.
- Linda Edwards expressed concern regarding excess traffic on Province Lake Road.

Chairman Fuller made a motion to approve and sign the Appointment for the Deputy Town Clerk/Tax Collector. The motion was seconded by Selectman Hart and passed (3-0).

Town Clerk/Tax Collector Amaral introduced Barbara Savage as the new Deputy Town Clerk/Tax Collector for the town. She has been working at the town office for a year. The job was posted and one other application was received. Ms. Amaral has interviewed the other candidate to be a possible assistant in the office.

Mike Cahalane referenced an RSA for building inspectors and responsibility of a zoning officer regarding enforcement. Mr. Cahalane has a concern with the Zoning Officer about the handling of a particular situation. He feels she may have over stepped her authority or made an exception and is not following the RSA as he understands it. Chairman Fuller reminded Mr. Cahalane that the town does not have a building inspector and that the board will look into the situation.

At 10:30am, Chairman Fuller recessed the meeting until 11:00am.

At 11:00am, Chairman Fuller reopened the meeting and moved into a work session.

Present: Chairman Fuller, Selectman Hart & Espie, Budget Committee Chairman Strauss, Town Administrator Fraizer, Administrative Assistant McWhirter and Mike Cahalane.

The attendees discussed the make-up and history of the unassigned fund balance. They reviewed and discussed the process of preparing the MS-434 Estimated Revenue. This form was reviewed line by line.

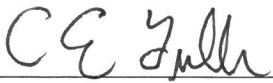
The Selectmen reviewed the following 2022 budgets.

Chairman Fuller made a motion to approve the following 2022 Budgets. The motion was signed by Selectman Hart and passed (3-0).

- 4153 Legal - \$40,000
- 4197 Advertising & Dues - \$3,000
- 4313 Bridges - \$1,000
- 4583 Patriotic Purposes - \$700

Adjournment: At 12:55pm, Chairman Fuller made a motion to adjourn the meeting. The motion was seconded by Selectman Hart and passed (3-0).

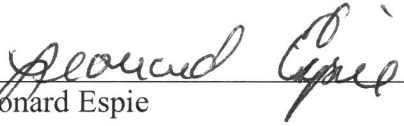
Respectfully Submitted,
Darlene McWhirter



Charles Fuller

Dated: September 21, 2021

Thomas Hart



Leonard Espie



EFFINGHAM FIRE & RESCUE

1102 PROVINCE LAKE ROAD
EFFINGHAM, NH 03882

EMERGENCY 911

NON-EMERGENCY (603) 539-7956

Fire Chief:
Randy Burbank
307-0452

September 1, 2021

TO: Effingham Board of Selectmen

Dear Selectmen,

The Effingham Fire and Rescue Department received 38 calls for the Month of August 2021. Below is a breakdown of the calls.

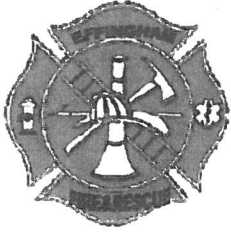
Medical Aid (19)
Service Calls (14)
Unintentional false (1)
Hazardous Condition (2)
Good Intent (2)

We performed one Fire and Life Safety Inspection and attended the Library Coffee hour and offered blood pressure checks. Engines 1,2 and 3 along with the Rescue 1 have past state inspection.

7 of the medical aid calls were at 244 Highwatch Road, 6 were related to detox.

Action Ambulance responded to 26 calls.

Randy Burbank
Chief



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Fire Chief:
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September 1, 2021

TO: Effingham Budget Committee;

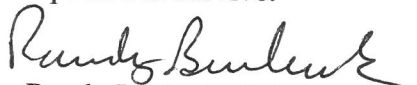
In the month of August 2021 the Effingham Fire Department responded to 38 calls with 15 of them coming during the dayshift coverage hours which amounts to 40% of the calls.

There was a total of 390 hours worked for the month.

Below is a list of the calls handled by the daytime coverage with the date, time of dispatch, time of arrival on scene, street name, the response time and the last column is the time it took the ambulance to arrive on scene.

8/03/21	1009	1014	Stevens Road	5min.	16min.
8/03/21	0915	0923	Green Mountain Road	8min.	8min.
8/06/21	1207	1210	Stevens Road	3min.	16min.
8/06/21	1509	1512	Granite Road	3min.	12min.
8/06/21	1732	1735	Province Lake Road	3min.	14min.
8/09/21	0822	0827	Colcord Hill Road	5min.	19min.
8/13/21	1346	1353	Jolly Roger Village	10min.	25min.
8/16/21	1204	1213	Rufus Mountain Road	9min.	14min.
8/18/21	0813	0821	Gray Fox Road	8min	18min
8/19/21	0821	0836	Highwatch Road	15min	13min
8/23/21	1039	1050	English Road	11min	9min
8/23/21	1537	1537	Province Lake Road	1min	cancelled
8/31/21	0901	0905	Old Pound Road	4min	cancelled
8/31/21	0915	0920	Partridge Cove Road	5min	cancelled
8/31/21	1231	1237	Hutchins Pond Road	6min	cancelled

The daytime coverage has also saved two lives. One intervention was started in less than five minutes and it was determined that the patient was having a heart attack and it took the ambulance 17 minutes to get there. The second was in cardiac arrest and after two shocks with the cardiac monitor the patient's heart started beating on its own, and the person is expected to survive.


Randy Burbank-Chief