



Town of Effingham
Selectmen's Office
68 School Street
Effingham, New Hampshire 03882

Board of Selectmen's Meeting
March 22, 2022

Present: Chairman Fuller, Selectmen Espie and Kirkwood, Fire Chief Harmon, Zoning Enforcement Officer Boyden, Town Administrator Fraizer, Administrative Assistant McWhirter and several members of the public.

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

Signature Folder:

Chairman Fuller made a motion to approve and sign the Selectmen's minutes for March 15, 2022. The motion was seconded by Selectman Espie and passed (2-0-1).

Chairman Fuller made a motion to approve and sign the Manifest dated March 24, 2022, in the amount of \$344,665.62. The motion was seconded by Selectman Kirkwood and passed (3-0).

Mail Folder:

- Letter from Charter Communications.
- NRRA spreadsheet update for February costs of recycling.
- Letter asking for Effingham to join a class action lawsuit of voting machines, the board is not willing to participate.

Administrator Comments:

- Town Administrator Fraizer sent the contract extension for the Bailey Road project to HEB along with the Dawson Letter of Award.
- Worked with Zoning Enforcement Officer and Assessing Technician on new rates. A public hearing will be held. Reviewed filing system with the Assessing Technician.
- Set up new rates in the Transfer Station cash register. A public hearing will be held to accepted the new rates.
- Met with Selectman Kirkwood regarding office processes and set up new email account.
- The Transfer Station employees need new vests. Town Administrator Fraizer will order them.
- Town Administrator Fraizer gave written permission to Gordon Food Service to make deliveries to the Green Mountain Treatment Center while roads are posted before 9am 3 days a week.
- Received a call from Representative McConkey to attend a meeting for surrounding towns of Rt 153 in April.

Announcements: Running Rascals 5K Road Race

Agenda Items:

- Mr. Fuller presented the board with a list of what he feels are the responsibilities as chairman and announced he would be stepping down. Selectman Kirkwood made a motion to appoint Selectman Espie to chairman. The motion was seconded by Selectman Fuller and passed (3-0).
- The Selectmen agreed to sit as representatives on the following boards or committees:
 - Budget Committee – Selectman Kirkwood
 - Carroll County Broadband – Selectman Fuller
 - Capital Improvement Plan – Selectman Fuller
 - Historic District Commission – Chairman Espie
 - Historic Town Hall/Library Project – Selectman Fuller
 - Planning Board – Chairman Espie
 - Roads and Bridges – Chairman Espie
 - Transfer Station – Selectman Kirkwood
 - Woodland Cemetery – Chairman Espie
- Schedule for BoS meetings – BOS to discuss in a work session
- Schedule Board of Health Meeting – continue to work with Health Officer Mike Cahalane and Deputy Health Officer David Garceau.
- Schedule Meeting with Town Counsel – Town Administrator Fraizer to set up meeting with town counsel, Zoning Enforcement Officer, Health Officer and BOS.
- King and Spencer Easements for Bailey Road project - Town Administrator Fraizer to have easements reviewed by town counsel and then will send easements to residents for their signature.
- Town Road Surveys – Town Administrator Fraizer to contact LRPC and NH DOT.
- Direct Deposit Discussion will be discussed further at a work session.
- Cemetery Agreement – Chairman Espie said that families have permission to bury cremations, but a trustee must be present.
- Transfer Station Fees – Schedule Public Hearing
- NHMA Classes – a list of classes and dates will be provided.

Selectman Fuller discussed the need for lumber for the powder post beetle repair at the library. The beams need to be replaced with hemlock and joists will need to be replaced with hemlock or pine. Selectman Fuller is asking if the town should take the lumber from the transfer station property and have it milled. Selectman Fuller will be visiting mills in the area. The Board agreed to use the town lumber.

Public Comment:

- Fire Chief Harmon presented a short bio of 6 potential candidates to join the department, pending the successful completion of the background checks. Selectman Fuller made a motion to approve the 6 applicants as outlined in the paperwork. The motion was seconded by Chairman Espie and passed (3-0).
- Town Administrator stated the board needs to hold a public hearing to correct a few errors in the fees from the last public hearing. The Transfer Station has not collected any oil as of now. Chairman Espie stated that O'Reilly's Auto will take 2 gallons of oil a day for free. Town Administrator Fraizer will contact Clean Harbors again for their results of the tests

they performed. A public hearing will be scheduled for 2 weeks from today for the changes in the transfer station fees and the zoning fees.

Town Administrator Fraizer will contact Kevin Cote to complete work at the Transfer Station around the demo dumpsters and oil containment building.

The board had a lengthy discussion regarding changing the time they hold the Selectmen's meeting and the possibility of bi-weekly meetings instead of weekly. Making these changes could affect the budget committee and the treasurer. No decisions were made and the discussion will continue during a work session.

Grading was started on Huntress Bridge Road. The grader broke down 2/3 of the way through.

Appointments:

Chris Fournier from HEB and Jake Dawson from Dawson Excavation regarding Bailey Road were present. The project was approved at town meeting and Dawson Excavation was low bidder. They came before the board to sign the contract. Mr. Dawson has been in contact with a number of vendors to discuss supply issues and increased cost of materials and fuel since the project was bid on. Mr. Dawson is willing to absorb some of the increases but will need the board to approve and pay the increased cost \$8,451 for the box culvert. After several discussions with the vendors Mr. Dawson believes the project will still be completed during the proposed time frame. Chairman Espie made a motion to approve the increased cost and to move forward to sign the contract. The motion was seconded by Selectmen Fuller and passed (3-0).

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

At 10:09am, Chairman Espie made a motion to go into a non-public session per RSA 91-A:3, II (a). The motion was seconded by Selectman Espie and passed, Espie Y, Fuller Y and Kirkwood Y.

At 10:16am, Chairman Espie made a motion to reenter the public meeting. The motion was seconded by Selectman Fuller and passed (3-0).

Selectman Kirkwood said that it was brought to her attention that in her campaign letter she said that "have the 3 committee members discuss other business outside the public meeting." It was a typographical error and it should have said "have the 3 committee members **not** discuss other business outside of public meetings." Selectman Kirkwood regrets the error.

Town Administrator Fraizer presented a proposed zoning fee schedule. The zoning fees have been the same for 15 years. All fees were \$30.00. The new proposed fees are as follows: Non-Residential & Multifamily \$150, graduated fees for 200-1,000sq fee \$100, under 200 sq ft \$50, Campsite Structure, demolition and driveway \$50. These fees will be presented at the upcoming public hearing.

At 10:36am Chairman Espie recessed the meeting for 25 mins.

Departments and Committee Updates:

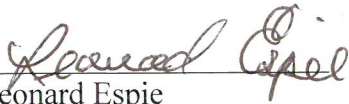
The Zoning Enforcement Officer presented her activity report for February. They discussed the need for the boards enforcement of imposed and collected fines for permit violations. ZEO working with the Town Administrator and Assessing Technician. They updated the cost of permits. These will be accepted by the board at a public hearing. Zoning

Enforcement Officer Boyden asked for a list of Class VI roads. Town Administrator will follow up with that list.

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

Next Meetings: Board of Selectmen Tuesday, March 29, 2022

Respectfully Submitted,
Darlene McWhirter


Leonard Espie

Dated: March 29, 2022


Victoria Kirkwood


Charles Fuller



Town of Effingham

68 School Street
Effingham, New Hampshire 03882

Rebecca Boyden, Zoning Enforcement Officer

Tel. 603.539.7147 Fax. 603.539.7799

e-mail zoningofficer@effinghamnh.net

Date: March 1, 2022	Monthly Report for: February 2022
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Permits Approved

___ Dwelling	___ ADU	___
___ Addition:	___ Living space (ADU)	___ Porch or Deck
___ Accessory Structure:	___ Garage	___ Barn/Garage
___ Mobile Home	___ Shed	___ Other:
___ Renovation:	___ Living space	___ Other
___ Camper/RV:	___ 150 day	___ 1 Year Housing
___ Campground structure:	___ Canopy	___ Deck
___ Solar Array	___ Ground based	___ Roof mount
___ Demolition:	___ Living space	___ Accessory Structure
___ Driveway		
___ Pool		
___ _____		

Other Property Activity: Denials, Violations, Warnings etc.

___ For details, please refer to the Zoning Enforcement Monthly Property Activity Log

Number of office days worked: ___8___	Number of meetings/hearings: ___4___
Number of office hours: ___40___	Number of meeting hours: ___6___
Number of road hours: ___	Number of court hours: ___
Number of flex hours: ___2.5___	Number of hours in training: ___

Additional information: *I issued 2 Building Permits. I attended Planning Board meetings on 2/3 and 2/24. I had a phone conference with the Select Board chair, the Health Officer and our Attorney regarding the health ordinance and the permit process. Calls and emails from buyers and realtors, as well as questions from property owners about zoning requirements, construction standards and needs for inspection, have started to pick up again.*

