



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

**Board of Selectmen's Meeting Minutes**  
**August 09, 2022**

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

Chairman Espie called the meeting to order at 4:30 p.m. followed by the Pledge of Allegiance. A moment of silence was held for Darlene McWhirter, Administrative Assistant in the Selectman's office who passed away on August 6, 2022.

**Appointment:**

Dave Strauss spoke to the BTLA findings of July 22, 2022. Mr. Strauss feels the allegation of favoritism is false. He asked the Board of Selectmen for a vote of confidence for him to continue his responsibilities for the Town. The Board unanimously expressed their confidence in Mr. Strauss.

**Signature Folder:**

Chairman Espie made a motion to approve and sign the Selectmen's meeting minutes for July 26, 2022. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

Chairman Espie made a motion to approve and sign the Selectmen's non-public meeting minutes for July 26, 2022. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

In the signature folder were two Intents to Cut, three Yield Taxes, and a Veteran's Exemption.

Chairman Espie made a motion to approve and sign the manifest date August 11, 2022, in the amount of \$571,387.08. The motion was seconded by Selectman Fuller, the motion passed (3-0).

**Mail Folder:**

- Province Lake Association letter of gratitude and transition of PLA president from Lorie Dunne to Jim Aiken.
- A letter from Leavitt Bay Association regarding Meena LLC Gas Station Proposal
- Notice of Prescribed Burn in Pine River State Forest in Ossipee, NH
- DoT Letter on Block Grant Aid

**Administrator Comments and Selectmen's Reports:**

**Town Administrator Fraizer**

- Town Administrator Fraizer discussed multiple unanticipated revenue items the Board has to hold a Public Hearing for. One item is the unanticipated funds received for the police detail. She will post for the next meeting. Selectman Fuller asked to include funds from the Effingham Preservation Society.

- Town Administrator Fraizer met with Mr. Colby, the accountant that has assisted the Town in the past. He assisted in completing all of the items for the audit. Mr. Colby also taught her how to reconcile QuickBooks.
- The new hire in office is learning the basic office skills that help alleviate Administrator Fraizer from the basic clerical work.
- Ms. Fraizer picked up the A-Frame signs from NRRA. Language for the signs has to be discussed.
- Keys for the modular have been ordered. A&B will be mailing them.
- Approximately half of the budget sheets have been sent to departments.
- There were two 91-A requests.
- The Transfer Station Closure Plan cannot be located to date.
- An applicant experienced in bookkeeping is coming in for an interview later in the week.
- Administrator Fraizer will review her financial priorities over the next few weeks. For the MS-434 she is recommending the board stick with their work session on the August 23<sup>rd</sup> and then review with the Budget Chairman on August 24<sup>th</sup>. A time of 12:30 on the 24<sup>th</sup> was set.

### **Selectman Fuller**

- Selectman Fuller discussed training for State Election Law Training in August and 2022 Environmental Health Conference on October 27<sup>th</sup> in Concord.
- The library storage shed should have additional work this week for completion before August 25<sup>th</sup>.
- The Carroll County District Planning Committee to review 2 consulting applications, 15 town will decide on District Landing Program
- Dawson has confirmed the Bailey Road culvert has been made. HEB is awaiting confirmation of the quality check report of the concrete then the first payment will go out.
- The Transfer Station Strategic Committee is meeting at the Transfer Station on Friday August 19<sup>th</sup> with a representative from Waste Management to review the site and discuss future contracting.
- NRRA pointed Selectman Fuller to the Town of Madison to look at what another Town is doing to reduce future costs.
- DES is looking for a few candidates to do a “mock” inspection. He asked Town Administrator Fraizer to sign the Town up.

### **Selectman Kirkwood**

- Selectman Kirkwood reviewed Transfer Station items including signs for the landfill, the refund for the spillage container was received. She discussed wording of the A-frame signs with the Transfer Station Staff. Selectman Fuller asked if Primex was consulted on the platform near the compactors at the Transfer Station.
- Selectman Kirkwood followed up with Vegetation Services for a quote on the knotweed. She will continue to follow-up.
- Selectman Kirkwood offered to work with the Fire Chief to process his monthly report.

- Selectman Kirkwood will also be attending the Election Law Training in Wolfeboro.
- Selectman Kirkwood distributed her notes on an email from Selectman Fuller regarding the Transfer Station Strategic Committee. She read the email and her response and requested an apology from Selectman Fuller. Selectman Fuller advised he is standing by his email.

### **Selectman Espie**

- Chairman Espie inquired of the Fire Chief if he had any luck with the Fire Warden. The Chief responded in the affirmative. The Warden should be out for a site visit to the Transfer Station to issue a burn permit.
- Chairman Espie also asked the Chief if he heard from FEMA. He replied in the affirmative.
- Chairman Espie reported the Green Mountain Road should be graveled. He is also looking into the crack sealing.
- The tires were picked up at the Transfer Station. Chairman Espie requested a count of the tires.
- Chairman Espie addressed the Emelyn Albert of the Conservation Commission regarding the Larry Levitt Preserve. The Preserve isn't a priority but the Town will get to it.

### **Police Department Report**

Chief Duchesne reported the monthly statistics. There were 82 motor vehicle stops, 4 arrests, 58 calls for service and 3 motor vehicle accidents. Total calls between all agencies there were 360. Chief also said the department has been addressing the complaints associated with Highwatch Road.

Chief Duchesne took questions from the public. Province Lake Road has a speeding issue. Someone asked about having a policy on truck jake brakes.

Chairman Espie asked about the mini-splits quotes for the Police Station. A third quote is coming on August 23<sup>rd</sup>.

### **Zoning Enforcement Report**

Zoning Enforcement Officer Boyden reviewed her July report. Ms. Boyden discussed a building permit application for Libby Road which is a Class VI Road and requires permission by the Board of Selectmen. Selectman Fuller asked if the Town had them for the other properties on Class VI roads. Ms. Boyden is facilitating the process for the applicant. Mr. Cahalane pointed out the statute that may be referenced in the "Hard Road to Travel" book that gives Towns guidance. She will provide the Town Administrator with the template. Once the applicant signs it Ms. Boyden will bring it back to the BoS for signature.

Selectman Fuller asked Ms. Boyden about the acronym "DNPU" on the property card. Selectman Fuller sited a specific property with an outside shower. Ms. Boyden explained it is not a structure and after her conversation with DES confirmed the shower water is not "gray water".

Selectman Fuller also asked about a property that needed a Shoreland Protection Permit. Ms. Boyden did not suspend the permit but did tell the landowner he needed a Shoreland Permit.

Selectman Fuller asked if Ms. Boyden had an opportunity to create a list of her process, with her limited hours and workload, she has not had the opportunity.

Selectman Kirkwood asked about one of the properties on Highwatch Road. The property is posted no trespassing. She reports it as “needs action”. Ms. Boyden will send another letter.

### **Fire Department**

Chief Harmon asked if he could move forward with a new hire. The Board asked him to send the resume for their consideration.

### **Public Comment**

Chris Seamans clarified a previous concern he had on Jack Russell Road. He discovered it was not the Town’s Road Contractor but a landowner on the road.

Goran Romanovic was concerned about a track hoe on the paved road because it will damage the road. Chairman Espie reported the contractor doesn’t have a wheeled excavator and the material needed a heavy-duty piece of equipment.

Leo Racine reported damage on Town House Road due to a private excavator. He also reported a blocked culvert above his driveway. Chairman Espie will look at it. Mr. Racine was also concerned with how many visits Avitar comes to his property. There was hypothesis that properties are flagged when building permits are pulled.

Tim Murphy asked for clarification on the Green Mountain Road meeting. He asked about the \$50,000 additional money being added to the expense of the project. Mr. Murphy was concerned about delay between the road grinding and the gravel and grading. Chairman Espie explained there was some delay in getting materials. There was also a delay with the road crew clearing up after the most recent storm.

Mike Cahalane read a notification from the State, the State has a program to help people who have dry wells.

Mr. Cahalane then discussed the Transfer Station Permit and explained the existing permit does not meet current needs. He showed multiple documents required for a new permit. The closure plan addresses how the site will be handled in the event it did close. The required closure plan does not have to be submitted with the permit request but shortly thereafter. Mr. Cahalane has a draft in process, he gave the Board a list of items that will need their input. He offered to do the closure plan.

Linda Edwards asked Selectman Fuller about his letter to Selectman Kirkwood. Selectman Espie advised he was harsher than he needed to be. Mrs. Edwards asked Selectman Fuller to change its tone in the future.

Linda Edwards asked about the closure plan for the Transfer Station. Town Administrator Fraizer is still searching the Town Files for the plan. Mr. Cahalane believes we need to have it in December.

Mrs. Edwards gave recognition to a family's son in Effingham who collected winter coats to give to the community. She asked to have Kaleb recognized for citizen of the year.

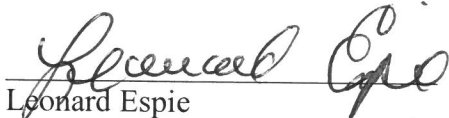
Town Administrator Fraizer asked for clarification on the Transfer Station Operating Plan. She asked if Mr. Cahalane needed a meeting to review the draft with the Board. He replied that the Board has to provide feedback on the bullet points he handed out.

Mr. Cahalane handed out an excerpt from the Zoning Ordinance. He sees some potential issues for the Board of Selectmen for neglecting their duties.

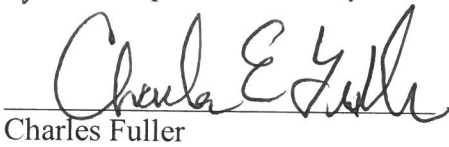
Mr. Seamans asked if people could keep their eyes out for the missing "Welcome to Effingham" sign from Plantation Road. They were donations.

Selectman Fuller made a motion to adjourn. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

Respectfully Submitted,  
Audrey Fraizer

  
Leonard Espie

Dated: August 23, 2022

  
Charles Fuller

  
Victoria Kirkwood

