



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

**Board of Selectmen's Meeting Minutes**  
**November 15, 2022**

Present: Chairman Espie, Selectman Fuller, Selectmen Kirkwood, Town Administrator Fraizer, and several members of the public.

Chairman Espie called the meeting to order at 3:30 p.m.

At 3:31 p.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II (c) with Town Clerk Amaral. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to come out of non-public at 3:46 p.m. The motion was seconded by Selectman Fuller, the motion passed (3-0).

The minutes were not sealed.

The Board reviewed the mail, manifest and business folders.

At 4:30 the Board continued with the board meeting

**Signature Folder:**

Chairman Espie made a motion to approve the Selectmen's minutes of October 18, 2022. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

Chairman Espie made a motion to approve the Selectmen's non-public minutes of October 18, 2022. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to approve the work session minutes of October 25, 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 minutes of November 1, 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 work session minutes of November 7, 2022. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

Chairman Espie made a motion to approve and sign the manifest dated November 17, 2022, in the amount of \$378,066.78. The motion was seconded by Selectman Fuller, the motion passed (3-0). Payment to county was over \$200K.

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

**Town Administrator Fraizer**

- Town Administrator Fraizer met with the Karen Payne of the Preservation Society regarding the process, tracking and reporting requirements.
- Town Administrator Fraizer met with Jack Williams of the Conservation Commission to reconcile the 2021 Current Use and 2022 payments due from the General Fund to the Conservation Commission.
- Health Trust had a new enrollment webinar. There have been a significant number of claims. The rates for the plans are going to increase approximately 11% for medical and 1% for

dental. The Town Administrator will create a package for the police for them to elect changes to their plans.

- Town Administrator Fraizer asked Selectman Fuller if he would recommend moving forward with the computer quote.
- The audit has been finalized and will be sent to the webmaster to post.
- The Auditor will be here November 29 to meet with Town Clerk, the BoS office, and the Treasurer.
- Chris Fournier called about the Board agreeing to not-paving the Bailey Road Bridge for the winter. Town Administrator Fraizer will draft a letter to HEB.
- Town Administrator Fraizer will be out of the office the rest of the week.
- The work session on November 22<sup>nd</sup> should include funds to be requested from the Trustees.

### **Selectman Kirkwood**

Selectman Kirkwood asked about the landfill "keep-out" signs. The Board agreed to move forward with the quote at \$128.00.

Selectman Kirkwood addressed an email from Michael Cahalane dated October 24, 2022 to the Board of Selectmen, Town Administrator Fraizer, Deputy Health Officer Garceau and the Town Attorney Matt Serge. Each point in the email was read and addressed. Mr. Cahalane spoke out stating the email was not for the public. Selectman Kirkwood had approval from the Town attorney to address the email from Mr. Cahalane.

### **Selectman Fuller**

There is a call with the State LCHIP staff on November 16th to learn if the Historic Town Hall (HTH) project will receive another grant.

Selectman Fuller listed several grants and donations that will bring the HTH fund raising efforts to just shy of \$160K goal.

There will be a Carroll County (CC) Broadband public hearing on December 13, 2022. Each community has to hold a public hearing to approve the bylaws and an agreement. It will then be forwarded to the Attorney General for approval. If approved there will be a question on the March Warrant for Effingham to be part of the CC Broadband District.

Selectman Fuller made a motion to appoint himself as the Certification of Authority to sign the Moose Plate Grant. The motion was seconded by Chairman Espie. The motion passed (3-0).

Selectman Fuller presented a change order to Cobalt Construction to install special beadboard in the ceiling in amount of 2,192.27. This brings the Cobalt Construction change order to \$164,514.83. Mr. Racine informed the Board that the beadboard had already been installed and recommended holding off on the approval. Selectman Fuller withdrew the motion.

### **Chairman Espie**

Chairman Espie asked the Town Administrator about the old cruiser, fire van, and the oil tank. She will check with the Chiefs. Selectman Fuller said the oil tank sale had been sent to 35 different contractors and one is interested in the oil tank.

Bailey Road is progressing. Both sides of the bridge should be open. Most of the gravel is in and the riprap should be in. Water should be flowing by the end of the week. On the lakeside steel I-beams being left in until spring.

Chairman Espie has been trying to reach the Road Contractor. Town Administrator Fraizer has sent a letter to the Road Contractor regarding potholes on Pine River Road.

### **Business**

Chairman Espie discussed the MS-434. Town Administrator Fraizer made the changes the Budget Chairman requested and the result will be an increase of \$.28 to the municipal portion of the tax rate.

### **Budget Review**

The Insurance and Payroll budgets are not complete. They will be prepared for the November 22, 2022 work session.

Health Officer Cahalane presented the **4411 Health Administration** 2023 budget. The Health Officer stated he has put in over 200 hours in 2022. Deputy Health Officer Garceau also puts in significant hours. He added training, mileage, and equipment to the budget. He also added a \$1.00 place holder for legal, however. The equipment is basic equipment, gloves, etc. Chairman Espie asked if the legal line is necessary, Mr. Cahalane said it probably doesn't need to be there. Budget Co-chairman Racine agreed it should be removed. Chairman Espie was against the budget in 2022, there was no data or information for the basis of the request. He asked what they had accomplished. Mr. Cahalane and Mr. Garceau have visited three site visits recently. He will get the reviews to the Town Administrator for the property files. Mr. Cahalane said he spoke to a porta potty company and they do not pump out RVs. One site is dumping their grey water into a gravel pit. Selectman Fuller expressed he is also disappointed with the lack of documentation for the number of hours worked. Selectman Fuller described a short monthly report of the activity and the number of hours would be acceptable. Selectman Fuller also recognizes that the Town needs a Health Officer. Selectman Fuller recommends keeping the salary budget flat. Selectman Kirkwood recommended reducing the Health Officer Salary and the Deputy salary lines in half from the 2022 budget. Chairman Espie made a motion to approve the 4411 Health Administration 2023 budget in the amount of \$5,050. The motion was seconded by Selectman Fuller, the motion passed (3-0).

### **Announcement:**

The Board of Selectman's office will be closed on Wednesday, November 16, 2022.  
The Town Clerk / Tax Collector resigned effective November 29, 2022.

### **Public Comment**

Dave Garceau acknowledged the letter from the Town Administrator regarding helping assessing. He doesn't have a problem waiting until he can get certified. He feels the Assessing Clerk should be out inspecting the current use properties. Town Administrator Fraizer explained the process that the Town's employee or assessing company has responsibility for the inspection and it's not normal practice to review the properties every year. Mr. Garceau did not accept the description.

Mr. Garceau also brought up the boats on Green Mountain Road and asked what the Town is doing about it. Chairman Espie said the Town Administrator and the Zoning Enforcement Officer has been in touch with the land owner.

Mike Cahalane asked about the materials, specifically the culverts from Bailey Road and what happened to them. Chairman Espie said there was nothing in the contract to salvage them. Mr. Cahalane said it is normal practice for the Contractor to take care of everything.

Lawrence Edwards felt that the Historic Town Hall was being contracted poorly. Selectman Fuller discussed the process of a preservation project. Mr. Edwards also asked about the Health Office legal costs.

Vicki Garceau asked about the corner of Winter and Granite State Road and her concern of the mess that will be there. Chairman Espie agreed with her.

Town Administrator was appreciative of the super heroes, princesses, and teachers for bringing her a thank you note for handing out candy during the Halloween Parade.

Chairman Espie made a motion to go into non-public under RSA 91-A:3, II (c) at 5:54 p.m. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to come out of non-public at 6:09 p.m. The motion was seconded by Selectman Fuller, the motion passed (3-0).

The Board voted to seal the minutes for one year.

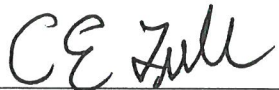
The Board discussed the new fire vehicle usage. The consensus was that it was appropriate for the Chief to bring the vehicle to his home in Wakefield so he could respond to calls. It would not be appropriate for him to commute to his job at Action Ambulance.

Selectman Fuller made a motion to adjourn at 6:20. The motion was seconded by Selectman Kirkwood, the motion passed (3-0)

Respectfully Submitted,  
Audrey Fraizer

  
Leonard Espie

Dated: November 29, 2022

  
Charles Fuller

  
Victoria Kirkwood