



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

Board of Selectmen's Work Session Minutes
January 31, 2023

Present: Chairman Espie, Selectman Fuller, Selectman Kirkwood (via telephone), Town Administrator Fraizer and Budget Chairman Strauss

Chairman Espie called the meeting to order at 9:00 a.m.

Presentation by the Town Cloud company for the Town of Effingham website.

The Board reviewed the mail folder. There was a letter from Erik Jones praising Officer Eldridge in his response time, professionalism, and willingness to step up when needed.

The signature folder included the Public and Non-Public Meeting Minutes of January 24th, 2023. Selectman Fuller requested edits for the Public Meeting Minutes. Town Administrator Fraizer will revise and resubmit the Public Minutes of January 24th 2023 to the Board.

At 10:25 a.m. Chairman Espie made a motion to accept the Non-Public Meeting Minutes of January 24th 2023. Seconded by Selectman Fuller. The motion passed (3-0).

Selectman Fuller announced that the Town Public Library will reopen February 1st, in the newly renovated Historic Town Hall building.

Business:

2023 Permit Stickers for the Town Transfer Center: Chairman Espie suggested that the new Permit Stickers for 2023 be valid for 18 months. The Board was agreeable.

Award of Elm Street Paving Contract: Chairman Espie wants to follow through with the award of the contract to the lowest bidder, R&D Paving Inc. Selectman Kirkwood stated her concern that the lowest bidder may ultimately cost more to the Town and asked if the Town should keep the same paving company. Chairman Espie pointed that an overage on the previous paving project was subject to the rising cost of oil.

10:30 a.m. Selectman Fuller made a motion to award the Elm Street Paving Contract to R&D Paving Inc. Seconded by Chairman Espie. The motion passed (3-0).

Waste Management Contract: Town Administrator Fraizer reported that she is waiting for Waste Management to return the contract with the changes from PRIMEX and the Town Attorney.

Recreation Contract: Selectman Fuller reported Ossipee didn't have any concerns with the changes from the Attorney. He will have a draft at the next meeting.

Manifest: The Board and the Town Administrator discussed the process for adjustments and approvals of the Manifest. Selectman Fuller stated that his top priority has been to pay Town employees and Town bills on time. ~~To that end, Town Administrator Fraizer has met this important goal.~~ Town Administrator Fraizer suggested that the Deputy Town Clerk, Barbara Savage, help with this process by double-checking the Manifest. The Board gave their verbal consent for Barbara Savage to do this.

Champion Hill Road Culvert: The Board discussed an E-mail from Chris Garcia regarding roadway drainage onto his property. Selectman Fuller stated that he was scheduled to visit Chris Garcia at this property to view the culvert situation but Mr. Garcia canceled the appointment. With the recent snowstorms, the Town snow removal contractor (Evans Bros.) used a back hoe to break up an ice dam. Another observation is that this portion of Champion Hill Road is sloped towards Chris Garcia's property and the runoff affects the barn on his property. Chairman Espie said that "cup drains" were originally installed to capture the roadway runoff and that keeping the swales and ditches cleared will solve the drainage problem. Selectman Fuller said that he would stop to see Mr. Garcia and call Evans Bros. to follow up on a spring repair for this issue.

Approvals: At 10:41 a.m. Selectman Fuller made a motion to approve the corrected Manifest of November 17, 2022. It had an incorrect check number. The motion was seconded by Chairman Espie. The motion passed (3-0).

Budget Committee Chair David Strauss asked about the status of the GWRSD process. Town Administrator Fraizer has not had a response to her initial inquiry and will follow up. Budget Committee Chair David Strauss asked if the Town Administrator will have a print the 2023 Town Budget for the Town Meeting on February 7th, 2023. She confirmed she will.

Discussion about 2023 budget for supplies for the Public Library, Selectman Fuller mentioned an e-mail from the Chair of the Library Trustees Grace Fuller suggesting if the library has to pay for their own supplies they would need to increase their 2023 budget for supplies (such as Crystal Rock water, paper towels, etc.) for the Public Library. The Town currently buys these supplies in bulk for several Town departments in order to economize. Town Administrator Fraizer said that a spread sheet will be set up for tracking the use of these supplies so they can be included in the Public Library's 2024 budget.

At 10:57 a.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II(a). The motion was seconded by Selectman Fuller. The motion passed (3-0)

At 11:24 a.m. Chairman Espie made a motion to come out of non-public. The motion was seconded by Selectman Fuller. The motion passed (3-0).

These non-public minutes will be sealed for six months.

At 11:24 a.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II(a). The motion was seconded by Selectman Fuller. The motion passed (3-0)

At 11:29 a.m. Chairman Espie made a motion to come out of non-public. The motion was seconded by Selectman Fuller. The motion passed (3-0).

These non-public minutes will be sealed for six months.

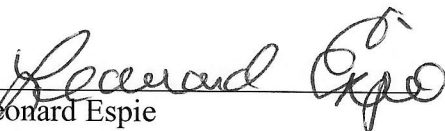
At 11:29 a.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II(c). The motion was seconded by Selectman Fuller. The motion passed (3-0).

At 11:37 a.m. Chairman Espie made a motion to come out of non-public. The motion was seconded by Selectman Fuller. The motion passed (3-0).

These non-public minutes are sealed forever.

Selectman Fuller made a motion to adjourn at 11:38 a.m. The motion was seconded by Chairman Espie. The motion passed (3-0).

Respectfully Submitted,
Livia Nicolescu


Leonard Espie

Dated: February 7th, 2023


Charles Fuller


Victoria Kirkwood