



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

Board of Selectmen's Meeting Minutes
November 29, 2022

Present: Chairman Espie, Selectman Fuller, Selectman Kirkwood, Town Administrator Fraizer, Treasurer Chick, Deputy Treasurer Strauss, Auditor Tim Green and several members of the public.

Chairman Espie called the meeting to order at 3:00 p.m.

Treasurer Chick had several items from the 2021 audit she wanted to understand. Some of the items were what comprised the public safety in Exhibit 2. Mr. Greene confirmed it was a government wide statement including police and fire. The Treasurer also wanted to know what made up the Cultural and Recreation in Exhibit 5. Mr. Greene explained it was the library, parks and recreation, and patriotic purposes. There were several such clarifications including the amounts to be paid back from the library and paid to the conservation commission.

The Selectmen then reviewed their folders.

The meeting resumed at 4:30 with the Pledge of Allegiance.

Chairman Espie made a motion to approve the Selectmen's non-public minutes of November 7, 2022. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to approve the Selectmen's work session minutes of November 9, 2022. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to approve the Selectmen's meeting minutes of November 15, 2022. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to approve the Selectmen's first non-public minutes of November 15, 2022. The motion was seconded by Selectman Fuller, the motion passed (3-0). The minutes were sealed for 12 months.

Chairman Espie made a motion to approve the Selectmen's second non-public minutes of November 15, 2022. The motion was seconded by Selectman Kirkwood, the motion passed (3-0). The minutes were not sealed.

Chairman Espie made a motion to approve the manifest dated December 1, 2022 in the amount of \$293,434.74. The motion was seconded by Selectman Fuller, the motion passed (3-0). The majority of the amount was the December school payment.

Mail Folder:

The White Horse is looking for donations for a scholarship fund.

The Town was not awarded a third LCHIP grant for the Historic Town Hall.

There was a renewal notice for the New Hampshire Municipal Association.

Administrators Comments:

Administrator Fraizer asked the Board for their input on the Christmas weekend hours for the Transfer Station. The Board decided to close at 3:00 p.m. on Saturday Christmas Eve and will be closed on Sunday, Christmas Day.

The Town Administrator asked for the Health Officer to provide property inspection reports to the Assessing Clerk for the property records. Selectman Fuller suggested the Zoning Officer, the Assessing Clerk and the BoS office receive a copy.

There is a new schedule for the 2023 budget meetings. The Board accepted the changes recommended by the Budget Committee Chairman.

The Transfer Station Landfill signs arrived and was given to Selectman Kirkwood.

Mr. Joe Kingston called to be sworn in to be a Library Trustee. The name was not familiar so the Town Administrator will contact the Library Trustees and ask for information.

Selectmen Comments:

Selectman Kirkwood reported a freon pickup is scheduled for tomorrow. Town Administrator Fraizer asked that once complete let the office know to schedule white goods pickup. Bill Wrabel will be in charge while Mark Bussiere is out.

Selectman Fuller attended a mediation call on the Malo case. The parties agreed to a small reduction in the assessed value.

Selectman Fuller also participated on a call with Mike Cahalane and FEMA related to the High Watch Road grant application. It was asked that both culverts be combined into one grant and a calculation on the volume of traffic on the road.

Selectman Fuller and Grace Fuller had a call with the Historic Preservation Alliance regarding grant opportunities that may be available to the Town for the Historic Town Hall. They will also be visiting the local USDA office to see if any grants are available.

Plaster work at the Historic Town Hall (HTH) should be completed on Friday. The hardwood lumber has arrived and will have to dry in the library for two weeks. The goal is to complete the floors by Christmas week. The library should be open in the new year.

Selectman Fuller asked about an advertisement for the Town Clerk/Tax Collector position. She will make sure it is front and center on the web site. Selectman Fuller suggested it also be posted in the Conway Sun.

Chairman Espie asked about the HEB status reports for Bailey Road. Town Administrator Fraizer reported that several had just been put up on the web site. The site is being cleaned up. The water is flowing through the new box culvert.

Audrey send letter to HEB no paving.

Chairman Espie asked the Town Administrator to contact the Police Chief and the Fire Chief about the vehicles that need to be sold.

Business:

Town Administrator Fraizer presented the **(4155) Payroll Expenses** 2023 budget. She had verified the retirement rates for July 2023. She recommended the figures presented stay in place leaving a small buffer for retirement for Police overtime. The vote from November 22nd remained valid.

Town Administrator Fraizer presented the **(4196) Insurance** 2023 budget. She had verified the insurance rates for 2023 and recommended a budget of \$89,392.00. Chairman Espie made a motion to approve 4196 Insurance in the amount of \$89,392.00. The motion was seconded by Selectman Fuller. The motion passed (3-0).

The Waste Management Contract is being forwarded to the Town Attorney to review the PRIMEX comments. Selectman Fuller asked Town Administrator Fraizer to let Waste Management know the status.

At the regional Action Ambulance contract meeting, Action asked the Towns to consider a five-year renewal. Chairman Espie made a motion to extend the contract. The motion was seconded by Selectman Fuller. The motion passed (3-0).

The Board reviewed the proposed Animal Ordinance. Town Administrator Fraizer asked about the approval of an ordinance and if it was a Town Vote at Town Meeting or if multiple Public Hearings were all that were required. Town Administration Fraizer will reach out to NHMA for confirmation. It was tabled until December 6th work session.

Town Administrator Fraizer presented the Police Detail Revolving Fund recommended Warrant Article. There was discussion about the purpose and the administrative expenses. Town Administrator Fraizer is not sure how the administrative expenses will be covered. There will be a discussion with the Police Chief on the pricing and pay structure.

Announcements:

Tax Bills are on the web site and will be in the mail the week of December 5th. Selectman Fuller announced the public hearing on December 13, 2022 related to the Carroll County Communication District agreement.

Public Comment

Budget Chairman Strauss asked about the Fire Grant and the Bridge Grant. Town Administrator Fraizer informed him that the State is anticipated to release the Bridge funds in December. She is working on the two Fire Grants and does anticipate getting funds back this calendar year. She will check how to report it on books to anticipate the revenue.

Budget Chairman Strauss also asked about the timeline for the Elm Street bid.

Budget Chairman Strauss also asked about the draft warrant articles. There are approximately four that will be prepared. The standard warrant articles will be reviewed on December 20th.

Budget Chairman Strauss also asked about the review of students for the school charges which should begin on December 1st.

At 5:20 p.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II (c) with David and Vicki Garceau. The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to come out of non-public at 5:50 p.m. The motion was seconded by Selectman Fuller, the motion passed (3-0).

The minutes were sealed for 12 months.

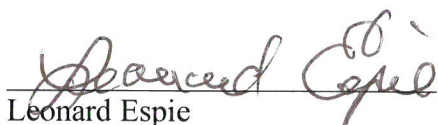
At 5:51 p.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II (b). The motion was seconded by Selectman Fuller, the motion passed (3-0).

Chairman Espie made a motion to come out of non-public at 6:07 p.m. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

The minutes were not sealed.

Selectman Fuller made a motion to adjourn at 6:08 p.m. The motion was seconded by Selectman Kirkwood, the motion passed (3-0).

Respectfully Submitted,
Audrey Fraizer


Leonard Espie

Dated: December 20, 2022

Charles Fuller


Victoria Kirkwood