



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

Board of Selectmen's Meeting Minutes
May 2, 2023

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

Chairman Espie called the meeting to order at 4:00 p.m.

The Board of Selectmen reviewed their packets.

At 4:40 Chairman Espie had the public join the Board in the Pledge of Allegiance.

Chairman Espie accepted a letter of resignation from Selectman Fuller.

Chairman Espie made a motion to approve the Minutes of April 18, 2023, BoS meeting. The motion was seconded by Selectman Seamans. The motion passed (2-0).

Review of Signature Folder:

In the signature folder was an elderly exemption, 3 timber tax, an intent to cut, and a personnel action form.

Chairman Espie made a motion to approve the May 2, 2023, manifest in the amount of \$576.29. The motion was seconded by Selectman Seamans. The motion passed (2-0).

Chairman Espie made a motion to approve the May 4, 2023, manifest in the amount of \$396.93. The motion was seconded by Selectman Seamans. The motion passed (2-0).

Chairman Espie made a motion to approve the May 4, 2023, manifest in the amount of \$68,441.38. The motion was seconded by Selectman Seamans. The motion passed (2-0).

Meet Zeus:

Sergeant Eldridge introduced K9 officer Zeus. Zeus is a 20-month-old Dutch Shepherd from Germany. He has basic training and basic obedience. He will be a dual-purpose patrol dog trained in search in criminal apprehension tracking, article search as well as narcotics. Due the generosity of donors Zeus will have two months of patrol training this summer with a trainer from Florida. Sergeant Eldridge expressed his gratitude to the community.

Review of Mail:

The Town Received \$16K from the State Highway Block Grant.

Business:

Administrator Fraizer contacted a candidate for the Health Officer position. There was no interest. She is going to send the job description to another candidate.

Administrator Fraizer will take the Winter Road contract and make it into an RFP specification document.

For the Road Mowing RFP, Selectman Seamans asked to take out the distance.

Public Comment:

Dick Thompson praised the emergency response personnel who assisted with his son.

Susan Slack, Chair of the Historic District Commission (HDC) requested two people be appointed to the HDC.

Chairman Espie made a motion to appoint Maria Crockett to a full-time member of the HDC and Faith Martell as an alternate to the HDC, both for a 3-year term. Selectman Seamans seconded the motion. The motion passed (2-0).

Susan Slack asked who the new Selectman's representative to the HDC will be. Chairman Espie will fill that role.

George Bull discussed some of the cracking and road edges on West Range Road needs attention. On the same note, the winter road maintenance buried a culvert on West Range Road. Mr. Bull will try to open the culvert but when the road contractor needs to fix the headstone on the culvert.

As an individual member of the Planning Board, Mr. Bull asked the Board of Selectmen if they had reviewed and approved the letter sent by the ZEO to Meena. Chairman Espie had discussed it with the ZEO and explained it was just an informational note. Mr. Bull recommended that future correspondence be reviewed by the Board or Town Counsel. Chairman Espie agreed. Town Administrator Fraizer said Attorney Serge is already reviewing the ZEO letter.

Dave Strauss asked about the Jack Russell Road washout. He asked if other roads had been checked for damage. Selectman Seamans has spoken to the road contractor. The contractor has been driving the roads to check washouts. Selectman Seamans is keeping a list as they are report.

Mr. Bull discussed the slope of Green Mountain Road and ditching isn't defined enough.

Chairman Espie asked Selectman Seamans to remind the road contractor address the Transfer Station and West Range Road.

Linda Edwards asked when the Cemetery Road will be cleared up. Selectman Seamans will be clearing the road in preparation of the burial for his grandfather.

Linda Edwards asked if the Town could pursue a grant for a multi-purpose building to house the municipal offices and police department. Susan Slack mentioned Community Development Grant might be applicable. Selectman Seamans said the Town of Barrington could be used as an example.

Vicki Kirkwood recommended the Town not spend a lot of money on the existing building if a new building is in the works. She asked if someone was taking on the things Selectman Fuller was doing, Chairman Espie said they will be discussing that in work session.

Rosemary Wissenbach asked about the Capital Improvement Program (CIP). George Bull explained how the department heads give input to the CIP committee and create a plan and prioritize what and when things should be done. Selectman Seamans explained it is a timeline for when things need to be done.

Dave Strauss explained that the past CIP fell short of evaluating the buildings and facilities. There is a Capital Reserve Fund to hire a firm to create a plan for the facilities. Selectman Seamans said the Town is going to have to address bonding to afford a new facility. Mr. Strauss agrees even though the Selectmen and Budget Committee will take some heat over it.

Town Administrator Report:

Town Administrator Fraizer asked the Board about the letter for a “Stay Warm” program. She recommended that the library might be a better venue because of the audience they attract.

Town Administrator Fraizer is attending the NH Government Finance Officers Association conference on May 4th and 5th. The Board of Selectman’s office will be closed on Thursday May 4th so she can attend.

Town Administrator asked what size dumpster is needed for the abandoned RV on storage road. Chairman Espie recommended a 30-yard dumpster.

Town Administrator Fraizer followed up with Waste Management on preventive maintenance on the compactors. She has not heard back. She also followed up with DRA on holding a special meeting and awaiting a response. A tire pickup has been ordered. Selectman Seamans asked who picks up the tires, NRRRA has B.D.A. pick them up.

The auditors are scheduled to do the 2022 audit from May 9th until the 11th.

Selectman Seamans:

Selectman Seamans has been working with the road contractor and maintaining a list of roads that need attention. Cold patching has started.

Chairman Espie:

Chairman Espie asked Mr. Regal the number of bags that were collected from the roadside cleanup. There were not as many bags as last year, there were fewer volunteers. Police Chief Duchesne asked if any needles were found. There were two which is considerably less than previous years. The Chief told people not to touch them, call and an officer will deal with them.

Chairman Espie accepted the offer from Chuck Fuller to lead the Historic Town Hall project and be the Town representative on the Carroll County Broadband Committee.

Chairman Espie asked Town Administrator Fraizer about the Wilkinson Swamp Road grant. She had already been in touch with the State to setup a kickoff meeting with the Board of Selectmen.

Selectman Seamans encouraged the room be setup better for sound and video.

Vicki Kirkwood asked what the difference is between a Board of Selectman’s meeting and a work session. Specifically, she wanted to know if there are motions and decisions made. They are all Board of Selectman’s meetings with the same rules.

The Board reviewed the job description of the Health Officer job description for the Board to review. A couple of changes were noted.

Non-Public:

At 6:28 p.m. Chairman Espie made a motion to go into non-public under RSA 91-A:3, II(c). The motion was seconded by Selectman Seamans. The motion passed 2-0.

Reconvene:

At 6:45 p.m. Chairman Espie made a motion to come out of non-public. The motion was seconded by Selectman Seamans. The motion passed 2-0.

Selectman Seamans made a motion to seal the non-public minutes of May 2, 2023 for six months. The motion was seconded by Chairman Espie. The motion passed 2-0.

Town Administrator informed the Board that she has received five resumes for the office assistant position.

Chairman Espie asked that they meet before the next Board meeting to appoint another Selectman. Selectman Seamans said the Planning Board Chair took exception to him being the point contact for candidates for the Planning Board positions. The Board agreed applicants should send contact information to the Town Administrator. The Board agreed to meet on May 9th at 10:00 a.m. to discuss candidates.

Adjourn:


At 7:05 p.m. Chairman Espie made a motion to adjourn the meeting. The motion was seconded by Selectman Seamans. The motion passed 2-0.

Respectfully Submitted,
Audrey Fraizer


Leonard Espie

Dated: May 30, 2023

Charles Fuller



Chris Seamans