



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

**Board of Selectmen's Minutes**  
**February 20, 2024**

Present: Chairman Espie, Selectman Racine, Selectman Seamans, and Administrative Assistant Pitts

Call to Order:

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

Chairman Espie led the Pledge of Allegiance

Signature Folder:

The signature folder contained property that is no longer considered Current Use.

Approval of:

Chairman Espie made a motion to approve the Manifest dated February 22, 2024, in the amount of \$40428.46, seconded by Selectman Racine. Motion passed (3-0).

Selectman Reports:

Selectman Seamans brings a request from the Planning Board asking if there is a ZBA Rehearing on March 6<sup>th</sup>, 2024, that the Board approves of Counsel being present. The Board agreed.

Selectman Seamans discusses the previous winter storm and addresses the calls received by residents.

Chairman Espie explains Fire Chief Harmon had a Fire Training and was unable to present his report at this meeting.

Business:

Website Proposal, TownCloud:

Administrative Assistant Pitts revisits the website proposal from TownCloud, addressing the questions that were asked at the last Board of Selectmen meeting.

Pitts explains for any additional questions for assistance there are no additional costs.

Pitts states after the three years have passed, the Town can choose to pay monthly or prepay for one, two, or three years and get an additional discount.

Chairman Espie asked if TownCloud had stated what the prices would be after 3 years. Pitts informed that the TownCloud representative stated that the prices had not changed since the company has been founded.

Selectman Racine asked if Administrative Assistant Pitts would be the administrator on the website, Pitts confirmed.

Selectman Seamans made a motion to award the website to TownCloud in the amount of \$3,754.80, seconded by Selectman Racine.

Resident David Strauss asked for confirmation of the price being \$3,700 for three years.

Chairman Espie asked about the charge for an additional admin. Pitts explained that the website provides 4 admins with the price, but for the Agenda application is \$25 per additional admin.

Resident Vicki Kirkwood asked if the Town decides to not go through with TownCloud before the three-year contract ends would there be a penalty. Pitts reviewed the agreement and did not see any termination fees.

Resident Vicki Kirkwood asked if other Towns had any issues with TownCloud. Pitts explained TownCloud has shown how to make corrections and TownCloud responds promptly.

Administrative Assistant Pitts states Agendas would have to be sent to her for posting.

Resident Vicki Kirkwood asks who would be working on the website. The Board answers that it would be Administrative Assistant Pitts and Finance Administrator Couris. Kirkwood asked the days Finance Administrator Couris works, Pitts answers that she works four days a week.

Chairman Espie states the motion has been moved and seconded. Motion passed (3-0).

#### Landfill Monitoring:

Selectman Seamans talks about the proposal received by HEB Engineers in the amount of \$12,100, plus estimated lab fees at \$6,000.00. Seamans explains he had reached out to Donald Moore of Stantec who had provided a proposal in the amount of \$13,670 for Landfill Monitoring.

Selectman Seamans makes a motion that the Town awards Stantec the project for Landfill Monitoring in the amount of \$13,670, seconded by Selectman Racine. Motion passed (3-0).

#### Public Hearing:

Chairman Espie opened the Public Hearing to accept unanticipated funds from the State of New Hampshire Highway Block Grant in the amount of \$16,870.76.

There was no objection from the public.

Chairman Espie made a motion to accept the unanticipated funds from the State of New Hampshire Highway Block grant in the amount of \$16,870.76, seconded by Selectman Racine. Motion passed (3-0).

#### Announcements:

Chairman Espie announces Meet the Candidates Night on February 28, 2024 at 6:30 pm at the Municipal Building with a snow date of March 5, 2024.

Public Comments:

Resident Stacy Downs asked if the Town was documenting which documents are missing. Administrative Assistant Pitts explains that she plans to go through all documents to see what the Town has and what the Town is missing.

Resident Linda Edwards asks if the Town could get in trouble for not having these documents.

Selectman Racine makes a motion to adjourn the meeting, seconded by Chairman Espie. Motion passed (3-0).

Meeting adjourned at 5:10 pm.

Respectfully Submitted,  
Caitlyn Pitts

Dated: March 2, 2024

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Leonard Espie

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Chris Seamans

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Leo Racine