

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

August 26, 2026

MEMBERS PRESENT: Kevin Follensbee, Charles Smith, Jr., Larry Taylor

OTHERS PRESENT: Armand Girouard, Road Agent Ted Nutter

Call Meeting to Order

The meeting was called to order at 6:00 p.m.

Public Comments

A member of the public inquired as to what may be the finish date for the Archertown Bridge project? Follensbee stated the finish date is still December 30, barring any change orders, and Substantial Completion would be 40 days prior to this, allowing vehicle traffic; Again, this is if there are no additional change orders.

Approval of Minutes

Motion made by Follensbee, seconded by Taylor to accept the minutes of 8/12/2026 (as amended). Motion Passed.

Reports

A. Assessor Report

Follensbee read the Assessor Report provided by Brendon McGahan, CNHA.

B. Highway Department – Road Agent Nutter

The guardrails on Archertown Road are to be completed in late September.

Ongoing culvert and ditch work are continuing.

Road agent awaiting response for scheduled date of grinding on Archertown Road.

9/8/2026, culvert scheduled to be replaced in the area of 143 Archertown Road, road will be closed for that day in that area.

Highway garage windows are being repaired over the next week.

Railings on bridge on Quinttown Road have been repaired by the Highway Department.

Front walkway at Town Office building, asphalt being removed, and will be compacted hard pack for now.

Delineator poles/reflectors installed at first culvert on Quinttown Road. Culverts will require replacement in the future, as they are starting to rot out. Board spoke about getting a RFP for engineering work for this.

Highway Department has an old trailer and bucket that could be sold, asked Board to see about listing these items for sale or bid.

C. Selectboard attended meeting recap

Smith, Jr. – None

Taylor – Attended Parks and Playground meeting, discussed weeds on sidewalks, decision by P&P was to treat in Spring due to lateness of season.

Sign at Community Field needs repairs.

Discussed field maintenance at Community Fields

Dead trees on Common will require removal soon.

Follensbee – Attended Cemetery meeting on 8/15/2026, discussed one lot owner interested in adding a second monument, discussed the 4 trust accounts and status of those, some stones are being repaired now, and some stone cleaning scheduled for October.

Old Business

A. Update of Outstanding Projects

- a) Archertown Bridge at Jacobs Brook
Follensbee reported structural steel to be installed in late September, footing on East side being installed, rebar being installed in wing walls, approaches being completed soon, paving after that. Schedule indicates possible traffic over bridge around November 20th, barring any change orders.
- b) Town Office Parking Lot Paving
Smith, Jr. reported. Two concepts prepared and presented, Board discussed these, and chose concept 2, due to drainage. Board asked Smith Jr. to continue to move forward and obtain quotes from engineers for this project.
- c) Other
Vandals may have been in old school building at Rivendell Academy, it was stated that the building is owned by the school, and they should contact the PD for assistance.
Follensbee to attend election training meeting on 8/31/2026 in Haverhill.

New Business

A. Setup for elections

On 9/7/2026, Selectboard member(s) will set up the Niles Room at the Town Office building for the elections scheduled on 9/8/2026. Expected set up time is 3-5pm on 9/7/2026. Work session notice will be posted. On election day, Follensbee will be present for elections from 7am-noon, Taylor present from noon-7pm. Smith, Jr., time TBD.

B. Review of received “Notice of Intent to Cut Wood”

None

C. Action Folder

Application to use town owned properties, Neighbors Unite. Approved for use on 9/5 and 9/19/2026 for a raffle. Also, Timber Tax Assessment worksheet completed for operation # 26-355-03-T.

D. Complaint Folder

None

E. Signature Folder

None

F. Correspondence Folder

E-Coli water test results, Primex workers compensation upcoming changes, NHDES update from fuel cleanup at Highway Garage in 2022, NHEC right of way tree clearing information, NHMTA info about EZ Pass price increases, Listserv upcoming

termination, Info from Grafton County Registry of Deeds regarding deed fraud, upcoming NHMA right to know law seminar information.

G. Other

Smith, Jr., will be attending a Finance 101 workshop.

Board is diligently working on completing all warrant articles that passed this year.

Manifests, Payroll and Accounts Payable folders

The manifest, payroll and accounts payable folders were reviewed and signed where necessary.

Non-Public Session

None

Adjourn

Motion made by Follensbee, seconded by Smith, Jr. to adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:03PM

Respectfully Submitted,

Armand Girouard