

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes December 16, 2009

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, December 16, 2009 by Chairman Harold Haddock Jr. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Present: Chairman Harold Haddock Jr.; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Becky Newton, Esq.; Administrative Assistant Melissa White; F. Robert Osgood; Police Chief Walter Madore; Joey Holmes; Kenneth Stitt; David Stitt; Donald Holmes; John Parsons

ADMINISTRATIVE

For Approval/Signature – **APPROVED**

- ✓ Notice of Intent to Cut: M/L 227-004-000; Meadow Brook Road
- ✓ 2009 NH DRA Equalization Data Survey

APPROVAL OF MINUTES

- Chairman Haddock requested any changes to the regular and non-public meeting minutes of November 23, 2009. There being none a motion was made by Selectman Kimball to approve the regular and non-public meeting minutes of November 23, 2009 as written; second by Selectman Jones. **Unanimously approved.**
- Administrator Newton informed a memo was received from Town Clerk/Tax Collector Rita Eigenbrode to clarify the Wells Fargo Lawsuit section of the Board of Selectmen minutes of November 10, 2009. Newton stated on page 5, Wells Fargo Lawsuit, second paragraph, last sentence was incorrect. Newton explained the matter the Town is being sued on is an interpleader, resulting from a foreclosure which produced a surplus of funds, subject to the claim of the named defendant. An addendum will be added to the November 10, 2009 Board of Selectmen minutes.

APPEARANCES

- Kenneth Stitt: Mr. Stitt stated he is a Grantham resident and member of Boy Scout Troop #71 in New London. Mr. Stitt explained he is looking for an Eagle Scout project that could benefit the community and asked the Board if they had any ideas.

Administrator Newton stated she had spoken with Mr. Stitt about an Eagle Scout project and suggested he organize the volunteers to assemble the playground equipment; that he is interested in construction type projects.

Newton stated there will be preliminary engineering on bridges if he was interested in that.

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Chairman requested Administrator Newton look into other possible projects in town and get back to Mr. Stitt.

- Building Maintenance Supervisor, F. Robert Osgood: Mr. Osgood stated that when he took the position of Maintenance Manger job of Town Hall he looked at the job like he does his own personal property and tries not to be wasteful. Osgood discussed his concern with energy consumption in Town Hall and stated there are lights left on during the day that burn about 1,600 watts per hour unnecessarily.

Osgood stated that the electric bill for Town Hall is approximately \$1,000 per month. Selectman Jones stated that the high in the summer months is for the air conditioning, not just lights.

Osgood stated that on a recent Saturday during a check of Town Hall he found one of the front doors unlocked and the lights on and asked if he should come in on Friday evenings to make sure the building is secure for the weekend.

Osgood stated he also found the heat in the town office areas set at 73 degrees; that he turned down to 63 degrees. Osgood went onto say that on the following Monday, the town office employees stated they were cold. Osgood requested the Board of Selectmen let him know what the temperature in the town offices should be set at on weekends.

Administrator Newton asked if the building was zoned and if zoned, was it connected to any other zones. Osgood replied that the building is zoned but not connected to any other zones.

Administrator Newton stated that it was chilly in the town offices.

Selectman Jones felt having the heat set on 65 degrees during the weekend was appropriate; that if the temperature is set to low it takes longer to bring the temperature up. Administrator Newton agreed.

Osgood asked for permission, during the cold winter months to come in on the weekend to do a security check of the building that included checking the lights, heat, toilets, pump house etc. Selectman Jones and Haddock felt it was a good idea.

Selectman Kimball felt that moving the thermostat up and down wouldn't net a significant savings over the course of a year; that implementing a program to find a temperature that is comfortable for employees would be better.

Kimball stated that an energy audit of all town owned buildings has been conducted that included review of the lighting and is hopeful a final report will be received soon.

Kimball informed that he is working toward having motion sensors on the outside lights.

Osgood asked Police Chief Madore what his policy was for keeping the front door unlocked for people needing an officer. Chief Madore stated the policy is that before officers secure for the night they are to check all exterior doors and shut off lights that aren't needed in Town Hall.

Chief Madore stated that on the Saturday (noted above), he was working in the office and had unlocked the front door in case someone needed an officer; that if someone is working in his department the front door is unlocked.

Osgood stated he understood he should just leave the heat as it is. Selectman Kimball clarified that Osgood should set-up a program that establishes a temperature that is comfortable for the office employees.

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- Emergency Management Director (EMD), F. Robert Osgood: EMD Osgood informed that the H1N1 flu will not go away when the "regular" flu season ends; that vaccination for the H1N1 may be incorporated into the regular flu vaccine.

Osgood informed that Grantham Village School will vaccinate the registered children (approximately 150) on Friday, December 18, 2009.

- Resident Joey Holmes: Mrs. Holmes stated the Grantham Methodist Church uses the stove left in the Church hall and thanked the Board of Selectmen.

CORRESPONDENCE

- Alan Tanenbaum: A letter was received from Alan Tanenbaum regarding the police patrols of Interstate 89. Chairman Haddock requested Chief Madore respond in writing to Mr. Tanenbaum about the patrol of I-89.

Selectman Jones stated the NH Police Standards and Training has good information as to the importance of local police presence on the Interstate as well as NH State Police. Jones also requested the function of NH State Police be addressed and how often they are on stand-by in Grantham when we do not have an officer on duty.

Chief Madore stated that it's a shame the issue of patrolling I-89 continues to be brought up because his officers don't spend an exorbitant amount of time on the Interstate; that the majority of their time is spent in Grantham.

Sergeant John Parsons stated that a couple of weeks ago Corporal Harriman stopped a 16 year old driving 110 miles per hour; that someone getting on the Interstate at Exit 13 had to take very evasive actions to avoid a very serious collision.

Sergeant Parsons stated the Grantham Police Department does not spend an exorbitant amount of time on the Interstate and informed that year-to-date they had made 916 motor vehicle stops; 197 (22 percent) had occurred on the Interstate. 596 (65 percent) have occurred on Route 10. Last year the Department's motor vehicle stop ratio was 14 percent on the Interstate and 68 percent on Route 10.

- Jim Palermo: An email was received from Jim Palermo regarding the recycling at Grantham Village School which stated:

Regarding the Grantham School recycling issue described in the attached draft; I would like it to be known since the Town discontinued picking up the recyclables at the school a few years ago (during the time Rosie Bard was employed by the Town) I have been taking the recyclables in my truck to the transfer station. This past summer as the men at the Transfer Station can possibly verify the truck loads of cardboard I brought in. I have used my personal vehicle throughout this time with no additional cost to the school.

At the present time we have two containers for our recyclables that are picked up by Gobin. When these are full, before Gobin arrives I take the overflow. Our recyclable material consists mainly of paper and cardboard as we have very little plastic, glass or other waste material. Since the school has purchased a new truck we will be using that vehicle to continue our program.

The Board of Selectmen appreciated the response and clarification.

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- Tanya McIntire: A letter was received from Tanya McIntire stating she was resigning as Library Trustee Treasurer. Administrator Newton stated the Library Trustees are in the process of securing a new Trustee.
- Blue Mountain Snowdusters (BMSD): A request was received from BMSD to create a snowmobile trail only (no ATV's etc.) through property owned by the Town (M/L 235-030-003; 1150 Route 114). BMSD President Don Holmes explained that if approved, the trail would cross the far back, westerly corner of the lot; that they would utilize the existing logging trail. Mr. Holmes also requested permission to clear out the brush along the proposed trail.

A motion was made by Selectman Kimball to approve use of the town's property, M/L 235-030-003, for the purpose of a snowmobile trail for the period of five years; second by Selectman Jones. Unanimously approved.

- Recreation Park – Winter Use: The Recreation Park is open for any winter use that is appropriate. Use of the park is at your own risk.

Chairman Haddock requested Administrator Newton write a thank-you letter to Joe Beaulieu, Beaulieu Enterprises for his contribution of time, labor & equipment. Selectman Kimball asked that a request for the value he put into the Recreation Park be included in the letter.

- Primex: A thank you was received from Primex for the Town's continued partnership through 2015.
- Dorothy Mc Lennand: A letter was received from Mrs. Mc Lennand requesting permission to use the Transfer Station due to her husband's many appointments for cancer treatments. The letter stated a portion of her property is in Grantham.

The Board of Selectmen approved the request after it is verified some of her property is in Grantham. This exception will last only for a limited time.

- Listen Community Services: A thank you letter was received from Listen Community Services for the recent donation to their food pantry program. Administrator Newton informed that contributions have increased and now Town Office employees are weighing the food so that at the end of 2010 Grantham residents will know approximately how many pounds of food have been donated.
- NH Department of Transportation (DOT): A letter was received from NH DOT advising the amounts available to Grantham for Highway Block Grant Aid.
- New Aldrich Road Paving Petitioner Robert Gasser: Administrator Newton informed she sent a letter to Mr. Gasser explaining the paving petition he had submitted did not have the required number of signatures.

Mr. Gasser replied to Newton's letter stating he re-petitioned in June 2009. The petition was reviewed by the Town Clerk and has the required number of signatures.

- Kristina Burgard, Trustee of the Trust Funds: Confirmation letters were received from Kristina Burgard, Trustee of the Trust Funds with regard to the checks the Town sent to deposit money into the Capital Reserve Funds.

Administrator Newton stated there was a note on the confirmation letter for the Land Preservation Capital Reserve Fund which was: *Note that the appointment of the Selectmen as agents to expend in Article 13 was stricken by the NH Department of Revenue Administration after Town Meeting.*

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After much discussion and review of the 2008 Town Report, Article 13 and Town Meeting Minutes, the Board of Selectmen requested Administrator Newton contact the Department of Revenue Administration for clarification on Article 13.

OLD BUSINESS

- Wells Fargo Lawsuit: No information has been received.
- Statistical Update: Administrator Newton informed that in the Request for Proposal advertisement there was a notation of a pre-proposal meeting to be held on Monday, December 21, 2009 at 2pm.

Newton informed proposals are being obtained for the review of the utilities (utility poles, rights of way, transformers etc). Newton stated the utility assessments have not been reviewed in ten years.
- Equalization Ratio Study: Administrator Newton explained the Equalization Ratio Study is an annual study that compares market sales to assessed valuation in a community; that the ratio is supposed to be no more than 10% above 100% or no more than 10% below (90%). Newton stated last year the equalization ratio was at 104.4%; this year it is 104.0%.

The Board of Selectmen signed the 2009 NH DRA Equalization Data Survey.
- Winterizing the Recreation Park Building: Administrator Newton informed Bill Zimmerman, member of the Wien House Sub-Committee, had a concern about the heat being turned off throughout the winter and the affects to the interior finishes (sheetrock) in the house.

Selectman Kimball stated he spoke to Mr. Zimmerman and informed him the alternative would be to pay \$7,000 to heat the house. Kimball also stated the furnace is now winterized properly.
- Columbarium: Selectman Kimball informed he had provided the Capital Improvement Project (CIP) Committee the value of the columbaria. Kimball stated there are about 1,200 lots left; that the individual cost for the columbarium space would be approximately \$900 versus \$250 for an in-ground lot.

NEW BUSINESS

- Future Board of Selectmen Meetings & Holiday Closures:
 - January 13, 2010 - Department budget review session
 - February 3, 2010, 5PM – Public Budget Hearing; Grantham Town Hall, Lower Level
 - February 10, 2010, 5PM – 2nd Public Budget Hearing (if necessary); Grantham Town Hall, Lower Level

Administrator Newton stated it was brought to her attention that on occasion the Transfer Station is not closed on Municipal holidays. Newton asked if the Board felt strongly the Transfer Station should stay open on certain holidays.

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The Board of Selectmen felt the Transfer Station should be closed on all town holidays. Notices of holiday closures will continue to be sent out on the list serve, website, Post Office and the Cable Access TV Channel.

- New Hours for the Transfer Station: Chairman Haddock stated the Transfer Station will increase the number of hours open to the public effective **February 1, 2010** which will be:
 - Sunday 9:00 - 12:00 & 1:00 - 4:00
 - Monday 8:00 - 12:00
 - Tuesday & Wednesday **Closed**
 - Thursday 8:00 - 12:00 & 1:00 - 4:00
 - Friday 10:00 - 12:00 & 1:00 - 4:00
 - Saturday 8:00 - 12:00 & 1:00 - 3:00

Administrator Newton stated the impact to the private haulers was discussed at length; that the decision was right for the facility.

- Upper Valley Humane Society (UVHS): A request was received from UVHS to accept donations of pet food and other pet products during the month of February 2010. The Board of Selectmen approved the request.
- US Census Bureau: A letter was received from the US Census Bureau informing that the 2010 Census questionnaires will be mailed during February & March of 2010.

DEPARTMENT REPORTS

- Police Department – November Report: The November report was reviewed.

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; ***the Board voted unanimously to adjourn at 6:15pm.***

The next Selectmen's Meeting is scheduled to be held on **Wednesday, January 13, 2009** at 5:00 p.m. in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

Respectfully submitted,

*Melissa M. White
Administrative Assistant*