

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes March 25, 2009

The regular meeting of the Board of Selectmen was called to order at 5:00 p.m. on Wednesday, March 25, 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 Tina Stearns; Administrative Assistant Melissa White; Joey Holmes; Recreation Director Marsha Googins; EMD F.R. Osgood; Activities Director Laurie Field; Todd Cartier; Missy Walla; James Hunt; Rick Anderson

### ADMINISTRATIVE

For Approval/Signature – **APPROVED**

- ✓ Building Permit Applications:
  1. M/L 221-026-000; 197 New Aldrich Road – *Garage addition*
  2. M/L 222-242-000; 2 Buck Common – *Window replacement*
  3. M/L 225-191-000; 88 Greensward Drive – *Install windows on screened porch*
  4. M/L 211-016-000; Miller Pond Road – *New home*
- ✓ Property Tax Refunds (*due to overpayment*)
  1. M/L 225-151-000; 13 Moose Run – \$9.61
  2. M/L 215-009-014; 814 Covered Bridge Lane - \$9.72
  3. M/L 225-067-000; 17 Wedgewood Drive - \$19.74
  4. M/L 213-040-000; 66 Anderson Pond Road - \$19.42
  5. M/L 233-102-000; Dunbar Hill Road - \$618.81
- ✓ Cartographic Associates, Inc - GIS Services Maintenance Agreement 2009/2010
- ✓ Current Use Application:
  1. M/L 209-003-000; Off Turnpike Road
- ✓ 2008 Property Tax Abatements:
  1. 225-047-000; 23 Hummingbird Hill; *Granted*
  2. 225-144-000; 8 Moose Run; *Denied*
  3. 215-060-024; 24 Island View; *Denied*
- ✓ Conservation Commission Member Re-Appointments:
  - ❖ Andy Eastman
  - ❖ Richard Hocker
- ✓ Zoning Board of Adjustment Member Re-Appointments:
  - ❖ Tanya McIntire
  - ❖ Peter Gardiner

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## APPROVAL OF MINUTES

- ✓ Chairman Haddock requested any changes to the regular meeting minutes of March 25, 2009. There being none, a motion was made by Selectman Kimball to approve the regular meeting minutes of March 25, 2009 as written; second by Selectman Jones. *Unanimously approved.*

## APPEARANCES

- Building Supervisor F.R. Osgood: Supervisor Osgood discussed the following:
  - Ways to improve the plowing around Town Hall:
    - ❖ Osgood stated he would plow in low gear which would force him to slow down while plowing.
    - ❖ Add wide angle mirrors to the 1-Ton truck and stronger back-up lights to assist while backing-up. Osgood estimated the cost for both would be approximately \$250.00. Chairman Haddock stated the board would take it into consideration.
    - ❖ Add a "No Thru Traffic" sign to the road around Town Hall to help reduce traffic.
  - Replacement of exterior doors in Town Hall: Osgood informed the cost to replace the existing exterior doors in Town Hall would be approximately \$2,058.00 plus an installation fee of approximately \$125.00 per door. Osgood stated he still has to find out about the trim; that the total cost shouldn't exceed \$4,000.00.

Administrator Stearns stated the doors are high-quality, wooden doors and cost \$900.00 each and recommended repairing them instead of replacing them.
- A meeting is scheduled with Laurie Richer on Friday, March 27<sup>th</sup> to discuss her interest in helping in the event Grantham's POD had to be activated.
- Osgood asked if the appointment of Ken Ryder as Grantham's Deputy Emergency Management Director had been done. Administrator Stearns will contact Mr. Ryder.
- An updated Emergency Operation Plan for the Village District of Eastman was provided to the Board of Selectmen for review.
- Osgood suggested the Board of Selectmen, Town Administrator and himself meet with Eastman Community Association to go over the Emergency Operation Plan. Chairman Haddock suggested contacting Margery Bostrom of the Grantham Democratic Committee to help with recruitment with his emergency management duties.
- A letter was sent to Jim & Jane Hunt in reference to their concerns about the December ice storm.

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- Activities Director Laurie Field: Director Field asked about renovating the Recreation Park Building and whose job it was to pursue people who might want to work on it. Administrator Stearns stated there wasn't any money budgeted for renovations to that building.

Selectman Jones asked what the scope of work would be. Director Field answered that she would like to see the middle closet removed, higher railings on the deck and an added stairway; that those renovations would make the building more user friendly for other organizations that may want to use it.

Administrator Stearns stated Roger Woodworth had expressed interest in helping with renovations; that as the Building Inspector he should be involved. Administrator Stearns will contact Inspector Woodworth.

Recreation Park Committee member James Hunt stated other items that need repair/replacing are the gutters, exterior door casings. Mr. Hunt also stated there were issues with ADA compliance and that the front steps are out of code.

Director Field discussed how electricity would be supplied to the field for Old Home Day. Selectman Kimball stated most of the equipment is there; that it could be set-up/connected economically.

### **CORRESPONDENCE**

- An email was received regarding the part-time resident Transfer Station Stickers. Administrator Stearns will follow-up with Transfer Station Supervisor Frank Chaisson to get the "placard" system in place.

### **OLD BUSINESS**

- Recreation Park Building Repairs: Selectman Kimball stated he is still waiting for a quote from Andy Anderson and will follow-up.

### **NEW BUSINESS**

- Administrator Stearns informed a road name change resolution was needed due to the Town of Springfield changing the name of Route 114 to be Main Street. Administrator Stearns will notify the property owners affected.

The following resolution was adopted:

**The Board of Selectmen in conjunction with 911 Mapping & the Town of Springfield, NH hereby name the road accessing Map 235, Lots 18, 19, 20, 21, 22, 23 & 24 to be known as Airpark Drive (private).**

- Recreation Park Committee - Member Appointments: Administrator Stearns requested the appointments be tabled until the next Board of Selectmen meeting due to some unresolved issues with the committee. Selectman Jones and Administrator Stearns will attend the next Recreation Park Committee meeting. The Board of Selectmen granted

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the request.

- Recreation Park Committee Art Auction Fund Raiser: Administrator Stearns stated she still had additional concerns with the art auction that included:
  - The Town paying 3% of the credit card fees.
  - No commission paid if less than 100 adults are present 1 hour into the auction and gross art sales are less than \$8,000.
  - Local artists could not be involved.
  - Postage costs for mailing the flyers.

Recreation Park Committee member Todd Cartier stated he was concerned about who would be responsible for collecting a bad check. Recreation Director Googins said one of the papers indicated the Committee is required to pay the company for the art sold. Administrator Stearns stated that checks would have to be made payable to the Town of Grantham then the Town would have to cut a check to Marlin. Director Googins stated the check to Marlin would be less the commission.

Selectman Kimball stated there was a lot of work involved with this fund raiser and suggested discussing it further at the next Recreation Park Committee meeting on March 31, 2009 at 7pm in Grantham Town Hall, Jerry Whitney Memorial Conference Room.

Selectman Jones suggested discussing all the questions and concerns with the contract at the next committee meeting.

Mr. Hunt felt the art auction fundraiser was not possible because there wasn't enough time to properly organize it. Mr. Hunt explained the market wasn't clear, committee members haven't been identified to organize it, a budget, timeline etc.

Mr. Hunt stated he felt fund raising for the Recreation Park should be about a specific need like renovations to make the building more user friendly for other organizations to use.

### **DEPARTMENT/COMMITTEE REPORTS**

- Highway Department – February Report:
  - Roads were winged back.
  - Pushed back turnarounds and intersections.
  - Plowed, sanded and general clean-up from February storms.
  - General equipment maintenance/service.

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➤ Recreation Department – December – March Report:

- Basketball with the Quad Valley Basketball League was very successful.
- Cheerleading went well.
- Snowshoeing was offered in January and February and will be promoted again next year.
- Softball/Baseball – registrations are down; had to cancel the 5/6 grade boys Major Level team due to only four participants.
- Tennis will be introduced this spring.
- Pitch/Hit/Run competition for girls and boys aged 7-14 will be held on May 3<sup>rd</sup>.
- Parking for the spring sports season is a concern due to the construction at the school. Coaches/parents have been encouraged to park in the new south parking lot.
- Director Googins discussed her concern with parents dropping off registrations, equipment etc. at the school. Administrator Stearns said they could be dropped off at the Selectmen's Office.

➤ Town Clerk/Tax Collector Report:

- 2009 Town Meeting minutes were finalized and sent out on March 23, 2009
- MS-11 – Report of Town Officials is almost ready.
- Town Clerk/Tax Collector Eigenbrode will be teaching a motor vehicle registration class on April 6<sup>th</sup> and 13<sup>th</sup> in Concord.
- The amount due for 2008 Property Taxes, as of March 23, 2009 is \$109,736.95; about the same as last year.
- Senate Bill 99, that would allow NH car dealers to register vehicles, failed.

➤ Town Administrator: Administrator Stearns provided the Board of Selectmen a draft fraud policy for review. Stearns stated it was recommended by the auditors.

### **OTHER**

Selectman Kimball informed that someone is interested in donating a new sign for the Recreation Park. Administrator Stearns said she will check with NH DOT due to the proximity off of Route 10; that the sign permit could be filled out by her office but would need the dimensions of the sign.

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### **NON PUBLIC**

*In accordance with RSA 91:A:3, II on a motion by Selectman Kimball, second by Selectman Jones, after proper 3-0 vote, the Board entered into Non-Public session at 5:44 p.m. to discuss a personnel issue. Present were: Chairman Harold Haddock, Selectman Constance Jones, Selectman Warren Kimball, Town Administrator Tina Stearns, and Administrative Assistant Melissa White.*

*Following proper vote, the Board returned from Non-Public session at 5:58 p.m.*

### **ADJOURNMENT**

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; ***the Board voted unanimously to adjourn at 5:59 p.m.***

The next Selectmen's Meeting is scheduled to be held on Wednesday, April 8, 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*