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Town of Grantham - Board of Selectmen Regular Meeting Minutes January 13, 2010

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, January 13, 2010 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; Gene Barton; Police Chief Walter Madore; Joey Holmes; Fire Lt. Jay Fountain; Ed Jenik; Phil Schaefer; Todd Cartier; Susan Mellow; Ron Bauer; Don Gobin; Karen Ryan; Fire Chief Mike Benoit; Rick Anderson; James Grady; George Saint Amand; Kathy Beliveau; John Hatfield; Maryann Moses and others

ADMINISTRATIVE

For Approval/Signature – **APPROVED**

1. Property Tax Refund (*due to overpayment*):
 - a) Peter & Donna Pond – M/L 222-267-000; 15 Barn Owl Overlook - \$1,000.00
 - b) Thomas & Therese Saling – M/L 213-016-000; 5 Auburn Brae - \$2,455.20
 - c) First American Real Estate Tax Services - \$5,124.25
2. Supplemental Tax Bill (*due to assessor omission*):
 - a) Michael & Jennifer Daly – M/L 220-025-000; 347 Walker Road - \$6,296.85
 - b) Ronald Shepherd (Trustee) – M/L 216-018-001; 119 Miller Pond Road - \$4,411.62

APPROVAL OF MINUTES

- ✓ Chairman Haddock requested any changes to the regular meeting minutes of December 16, 2009. Administrative Assistant White stated a correction was needed on page 3 – Correspondence; first item, change the last sentence of the last paragraph to “Last year the Department’s motor vehicle stop ratio was 14 percent on the Interstate and 68 percent on Route 10”. A motion was made by Selectman Kimball to approve the meeting minutes of December 16, 2009 as amended; second by Selectman Jones. ***Unanimously approved.***
- ✓ Non-Public meeting minutes of January 6, 2010. A motion was made by Selectman Kimball to approve the non-public meeting minutes of January 6, 2010 as written; second by Selectman Jones. ***Unanimously approved.***

APPEARANCES

- Lightec: Kathy Beliveau distributed the energy audit report to the Board of Selectmen. Ms. Beliveau stated the report is preliminary because they [Lightec] had recently been

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appointed by PSNH as their partner for their 50/50 Program for lighting only; that the Town of Grantham qualifies because it's public buildings that use under 100 kilowatts of electricity per month.

Jim Grady, President of Lightec, Inc., stated their focus for the Town of Grantham is lighting; that he is still waiting for PSNH to get the software for the 50/50 Program. After that, they [Lightec] will have the final numbers will be sent to the Board of Selectmen.

Administrator Newton stated there is an issue with the exterior wooden doors in Town Hall and asked if replacing them could be included in the 50/50 program. Mr. Grady stated it is possible to work it into one of the various programs.

George Saint Amand stated that there were some concerns about comfort in some areas; that relocating some thermostats is part of the proposal as well as being able to access them through a website.

Selectman Jones asked how much money the town would have to budget to move forward with the project. Kathy Beliveau stated that for the lighting portion, the town would be responsible for \$26,200.40; that the cost for both lighting and mechanical would be \$46,210.99.

Beliveau informed there is another program offered by PSNH called the Smart Start Program.

Selectman Jones stated that the Town would have to budget the \$46,210.99 money and hope that PSNH would cover 50% of the cost of the project.

Library Trustee Ed Jenik asked about the Library portion of the audit. Ms. Beliveau stated 50% could be covered by the 50/50 program.

Discussion continued; the full report is available at the Selectmen's Office for review.

- Commerford, Neider, Perkins (CNP): Administrator Newton informed she received the contract from Commerford, Neider, Perkins for Assessing services/pick-ups for 2010 and asked how it would work with the statistical update.

John Hatfield reviewed the process for the statistical update and stated the annual assessing is picking up any new construction and anything unfinished from last year.

Newton asked if the Town could enter into a contract just for pick-ups until April 1, 2010 and then have the new values that are applied as a result of the statistical update take place after that. Mr. Hatfield said yes; that typically Grantham does the pick-ups first.

Newton informed there would be a meeting for the bidders on the statistical update on Wednesday, January 20, 2010 at 2pm and invited Mr. Hatfield.

Newton stated four proposals were received:

- Vision Appraisal - \$59,000
- Brett Purvis & Associates - \$34,650
- Cross Country Appraisal - \$65,000
- Commerford, Neider, Perkins - \$97,100

Newton stated CNP's proposal was the highest and asked why. Mr. Hatfield stated that their (CNP's) experience in Grantham and with Eastman properties was the reason; that Grantham is a very diverse town especially with the condominiums in Eastman.

Mary Moses stated the lots in Eastman (buildable and non-buildable) also contributed to their higher price.

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Newton asked if the parcel count was incorrect. Ms. Moses said no; that the Vision Software program had an upgrade after the last revaluation and will require more data entry.

- Wien House Sub-Committee Report: Mr. Ron Bauer briefly reviewed the report and the options that were considered:
 - Renovate the house as a recreation center
 - Sub-divide the property and sell the house
 - Rent the house
 - Raze the house
 - Move the house

The full report is available at the Selectmen's Office and at <http://granthamnh.net/minutes> (click on the Wien House Sub-Committee Minutes link).

CORRESPONDENCE

- Blakeman Engineering – New Aldrich & Burpee Hill Roads Paving Estimate: Administrator Newton stated Peter Blakeman, Blakeman Engineering submitted estimates to pave New Aldrich & Burpee Hill Road. Newton will forward the estimates to the petitioners to see if they want to move forward with the petition.
- Fairpoint Communications: Information regarding the bankruptcy of Fairpoint Communications was received.
- Dunbar Free Library (DFL) Co-Chair Cindy Towle: A letter was received from DFL Co-Chair Cindy Towle recommended the appointment of Walter Brandt as a Library Trustee.

A motion was made by Selectman Jones to appoint Walter Brandt as Dunbar Free Library Trustee; second by Selectman Kimball. Unanimously approved.
- Southwestern Community Services: A thank you was received from Southwestern Community Services for Grantham's financial support. During 2009, 50 Grantham households received services that totaled \$46,693.
- Charlestown Planning Board: Notice was received from Charlestown Planning Board informing that an application was received from NH #1 Rural Cellular, Inc. dba/US Cellular (KJK Wireless, Agent) to extend the existing antennas from 80 feet to 100 feet to accommodate additional carriers.
- New Hampshire Department of Environmental Services (DES): A letter was received from DES with regard to an Alteration of Terrain Permit for Grantham Indoor.

OLD BUSINESS

- Conservation Easement – Frog Pond: The Conservation Easement for Frog Pond was discussed. Administrator Newton stated that Town Counsel prefers that all interests in land that are sold or gifted be presented at Town Meeting, on the Town Warrant.

Selectman Jones felt that anything that is done with Town land should be presented at Town Meeting.

Newton stated there was an exception on page three:

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Exception: For an indefinite period of years the Grantor may use an area measuring 10000 square feet for the purpose of dumping vegetable matter such as leaves, chipped tree branches, stumps and soil removed from ditches and culverts in a mutually acceptable location. At the end of the indefinite period the area will be leveled, capped with good soil and seeded. The indefinite period shall end when the Town of Grantham provides a town site for the disposal of the material listed above.

Newton stated that she and Town Counsel had some concerns about the exception. Chairman Haddock requested the Grantham Conservation Commission contact Town Counsel and be at the January 27, 2010 Board of Selectmen meeting.

- Statistical Update: Four proposals were received (listed above). The Board of Selectmen will meet with the applicants on Wednesday, January 20, 2010 at 2pm.

NEW BUSINESS

- Recreation Park – Sledding Hill: Administrative Assistant White informed the sledding hill was closed due to some concern that it was dangerous. Primex (the town's insurance company) viewed the site and did not recommend reopening the sledding hill for public use without substantial changes to the area. Costly changes would be required that includes moving the boulders and many trees and stumps.

There is a smaller slope adjacent to the recreation fields and the parking area near the house that can be used as an alternative.

White stated that Lorie McClory recently reported in her Grantham News column that the Eastman Cross Country Center is free and open to the public.

- Primex Health 1% ExTRA Discount Program:

WHEREAS, BE IT RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to reduce Town of Grantham's final Primex Health renewal by 1% through participation in the Primex Health ExTRA Program as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Primex Health ExTRA Program. The coverage provided by Primex Health in each year of membership shall be as then set forth in the Coverage Documents of Primex.

A motion was made by Selectman Jones to accept the Primex Health 1% ExTRA Discount Program from July 1, 2010 through June 30, 2011; second by Selectman Kimball. Unanimously approved.

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DEPARTMENT REPORTS

- Police Department:
 - The December report was reviewed.
 - Administrator Newton stated the Upper Valley Humane Society Animal Shelter Services Agreement had been renewed.
- Town Administrator:
 - Capital Improvement Committee needs members. Chairman Haddock requested recommendations from the current members.
 - Gray Ledges gave the Town permission to put the equipment needed to trim trees in the Dunbar Cemetery on their property.
 - Administrator Newton informed the bank had paid the supplemental tax bill for Michael & Jennifer Daly before the Board of Selectmen authorized it.

OTHER

- Resident Gene Barton discussed his concerns with the change in hours at the Transfer Station. Mr. Barton felt he [and the other contractors] should have had the option to discuss the change before it was finalized as it affects his business. Mr. Barton asked if some accommodations could be made if he needed to access the Transfer Station when they are closed. The Selectmen will discuss this with Transfer Station Supervisor Frank Chaisson.

Mr. Barton asked if he could mount a professional sign on the back side of the gate to the Transfer Station advertising his business. The Selectmen will consider the request.

Mr. Barton requested to appear with Matt Gallien at the next Board of Selectmen's meeting.
- Resident Phil Schaefer asked if other vendors for the energy audit would be considered. Chairman Haddock stated the town would look into other competitors, if any. Fire Lt. Jay Fountain reminded Mr. Schaefer that Lightec said they were given the contract through PSNH; that if the Town was to utilize the PSNH's 50/50 program Lightec would have to be used.

Resident Todd Cartier thought there was another company that does energy audits. The Board of Selectmen will look into it.
- Mr. Cartier asked what the next step for the Wien house would be. Administrator Newton stated there was discussion setting some money aside for surveying.

Cartier asked if the Selectmen would follow the committee's recommendation and if it would go to Town Meeting to vote on. Chairman Haddock said yes.

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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 vote 3-0, the Board entered into Non-Public session at 6:13pm to discuss a personnel issue. Present were: Chairman Harold Haddock, Selectman Constance Jones, Selectman Warren Kimball, Town Administrator Becky Newton, Esq., Administrative Assistant Melissa White, Fire Chief Mike Benoit, FAST Squad Coordinator Stuart Gillespie, Fire Lt. Jay Fountain.

- A personnel matter was discussed.

No votes or decisions were made while in Non-Public session.

Following proper vote, the Board returned from Non-Public session at 6:35 pm.

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; *the Board voted unanimously to adjourn at 6:36pm.*

The next Selectmen's Meeting is scheduled to be held on Wednesday, January 27, 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*