

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes May 25, 2011

The regular meeting of the Board of Selectmen was called to order at 5:37pm on Wednesday, May 25, 2011 by Chairman Harold Haddock Jr. The meeting was held in the Grantham Town Building, Lower Level at 300 Route 10 South.

Present: Chairman Harold Haddock Jr.; Selectman Constance Jones; Selectman Warren Kimball; Administrative Assistant Melissa White; Town Administrator Becky Newton; Joey Holmes; Police Chief Walter Madore; EMD F. Robert Osgood; Fire Chief Jeremiah Fountain; Jodie-Jones Poljacik; Phil Schaefer and others

### ADMINISTRATIVE

#### *For Approval/Signature - APPROVED*

- ✓ Current Use Applications:
  - a) Constance Howard: Map 242; Lots 17, 20, 21, and 24
  - b) Blue Mountain Forest: Map 218; Lot 001
- ✓ Timber Tax Levy: M/L 204-003-001 & 203-001-000 - \$867.29
- ✓ 2011 Property Tax Warrant – 1<sup>st</sup> Issue \$5,135,594.65
- ✓ Notice of Intent to Cut: M/L 237-011-000; Route 10 South
- ✓ Building Permits:
  - a) M/L 235-027-007; 83 Woodland Heights – deck
  - b) M/L 227-003-002; 885 Dunbar Hill Road – deck
  - c) M/L 234-138-000; 77 Heath Lane – remodel
  - d) M/L 220-025-000; 347 Walker Road – deck
  - e) M/L 216-040-000; 143 Burpee Hill Road – addition
  - f) M/L 220-029-000; 437 Walker Road – pave driveway
  - g) M/L 227-007-000; 93 Meadow Brook Road - shed

### APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of May 11, 2011. There being none, a motion was made by Selectman Jones to approve the regular and non-public meeting minutes as written; second by Selectman Kimball. *Unanimously approved.*

### APPEARANCES

Phil Schaefer asked if any of the NH RSA's had changed since the regular Town Meeting in March that required the Special Town Meeting. Chairman Haddock said no; that incorrect information was received from NH Department of Revenue Administration and Town Counsel on the wording of the warrant articles.

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## CORRESPONDENCE

- Kurt Beek: A letter was received from resident Kurt Beek requesting a refund of \$57.00 for the municipal fees of his motor vehicle registration. The letter stated the repairs necessary for the vehicle to pass inspection were cost prohibitive for the age and condition of the vehicle. A motion was made by Selectman Jones to deny the refund request; second by Selectman Haddock. ***Vote was unanimous.***
- CLD Consulting Engineers: A letter was received from CLD Consulting Engineers informing that property owners Michael & Gretchen Novak have applied for a State Shoreland Permit from the NH Department of Environmental Services for their property on 266 Tall Timber Drive; Map 211; Lots 43 & 44. A copy of the notice has been given to the Conservation Commission.
- Sullivan County: A summary of the proposed budget for Sullivan County was received.
- EMS Study Agreement: A motion was made by Chairman Haddock to enter into the EMS Study Agreement with Municipal Resources Incorporated; second by Selectman Kimball. ***Unanimously approved.***
- Deputy Town Clerk/Tax Collector Cindy Towle: A request was received from Deputy Town Clerk/Tax Collector Cindy Towle to refund \$47.00 to Jill Hastings for the town work done on a Springfield registration. The letter explains that the \$47.00 represents the amount paid to the Town of Grantham in error. A motion was made by Selectman Jones to approve the refund request of \$47.00 to Jill Hastings; second by Selectman Kimball. ***Unanimously approved.***

## OLD BUSINESS

- Town Hall – Repair of Drip Edge: Newton said that the work will begin soon; that 50% will be paid upfront and the other 50% will be paid when the job is complete.  
F. Robert Osgood asked if the repairs would be done on the entire building. Selectman Kimball said the entire drip edge would be done but not the gables.
- Assessment of Paving: Newton stated she had instructed the assessors, Cross Country Appraisal Group, to remove the values on paving because the tables weren't setup with grade and width but they weren't able to before the first issue tax bill. Chairman Haddock felt this was fine because the first issue tax bill is only half of the prior year's tax.
- Shack on Smith Lot: No correspondence has been received from Mr. John Chaloux.
- Perimeter lighting of Town Hall: Newton stated that work continues on this.
- Comprehensive Shoreland Protection Act: Newton is still working with Conservation Commission on who will be responsible for enforcement.
- Structure on Tall Timber Drive; M/L 211-020-000: This parcel has been sold. The tenant that lived there is the person that built the structure and is deciding whether she will move it or demolish it. Newton said she gave her two weeks to decide.
- Online Access of Assessing Data: No update.
- Recreation Park Development: Administrator Newton provided the Board with an update on what has been spent from the Timken Foundation Grant money and stated the balance is \$81,650.13.

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An enclosed and lockable notice board has been ordered that will have the ball field schedule and rules of the park.

The State permits have been prepared with the mitigation parcels of the town forest. Newton said the State believes the town forest has already been conserved and wants to move forward with conserving the Hastings parcels. Newton said she was perplexed by this because the Board had never said they wanted to move forward with conserving the Hastings parcels; that the Town doesn't even own them yet.

Selectman Kimball asked if a letter had been sent to the State informing them that the Town doesn't own the Hastings parcels and has no intentions of making them part of the negotiations at this time. Newton said she has sent the State multiple emails; that they want the Town to do a phone consultation with Upper Valley Land Trust on June 8<sup>th</sup> at 1pm to move forward on the Hastings parcel.

Osgood asked if conserved land affects the tax base. Newton said yes.

## NEW BUSINESS

- Wetlands Complaint on 485 New Aldrich Road: Newton informed that a complaint had been received that Mark Brunelle has been filling in a small stream that runs through his parcel. Newton had contacted Mr. Brunelle and he denied the claim made against him but stated he was having some problems with run-off during some recent heavy rains. Newton told Brunelle to install some coffer dams and silt fence. The Conservation Commission took a picture today which showed some silt fence but the commission felt it wasn't enough and asked Newton to file a Wetlands complaint which she has drafted.

Selectman Jones referred to the NH Handbook for Conservation Commissions and asked if the Conservation Commission had been in contact with Mr. Brunelle. Newton said no. Jones felt it would be better to approach the land owner first before filing the complaint with State. Selectman Kimball asked that the Conservation Commission be informed that the recommended procedure is to contact the land owner before an official complaint is filed with the State.

- Invoice from TF Moran: A motion was made by Selectman Kimball to approve the payment of \$1,981.57 to TF Moran and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Selectman Jones. ***Unanimously approved.***
- Annual pick-ups: Newton stated that the annual pick-ups have been completed and the 2011 first issue tax bills will be mailed soon. The total town valuation has increased from approximately 503 million dollars to 511,597,088 million dollars. Newton stated that three million dollars in assessed valuation has been picked up on the outbuildings and extra features and that she is hopeful this will give the town some relief when the tax rate is set this fall.

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## DEPARTMENT/COMMITTEE REPORTS

- Building Maintenance Supervisor: A memo was received from Building Maintenance Supervisor F. Robert Osgood informing that the water color had changed on May 11, 2011. A representative from Culligan came and changed the setting to flush the filtration system every five days instead of the ten it was originally set at.
- Fire Department – April Report:
  - Responded to ten Fire calls and six EMS calls.
  - Cold water/ice rescue training was postponed.
  - Chief Fountain attended the Mid-Western Haz-Mat Team meeting. The Town of Hillsboro is leaving this team and the spill trailer that was held there will be moved to Grantham to be centrally located.
  - Training for May will be a review of forestry tools and techniques.
- Highway Department – Winter 2010 - 2011:
  - Winter began for the highway department on November 26, 2010 with an ice storm and ended on April 4, 2011 with 2 inches of snow.
  - Plowed and sanded for 24 separate storms which required 279 hours of overtime. The memorable storms were 15 inches of snow on December 26<sup>th</sup> and January 12<sup>th</sup> and over a foot on February 2<sup>nd</sup> and 25<sup>th</sup>.
  - 176.66 tons of salt, 2,022 tons of winter sand and 3,000 gallons of diesel were used.
- Trustees of the Trust Funds – May Report: The May report of town accounts held by the Trustees was reviewed.

## NON PUBLIC

In accordance with RSA 91-A:3 section II-E, a motion was made by Selectman Kimball, second by Selectman Jones to enter into a Non-Public session at 6:14 p.m. to discuss a matter of impending litigation. Present were: Chairman Harold Haddock, Selectman Kimball, Selectman Constance Jones, Town Administrator Becky Newton and Administrative Assistant Melissa White.

*Following proper vote, the Board returned from Non-Public session at 6:31pm.*

## ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, second by Selectman Kimball; ***by unanimous vote, the Board adjourned at 6:32pm.***

The next Selectmen's Meeting will be held on **Wednesday, June 8, 2011** at 5:00PM in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

*Respectfully submitted,*

*Melissa M. White*

*Melissa M. White  
Administrative Assistant*