

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes April 11, 2012

The regular meeting of the Board of Selectmen was called to order at 5:06pm on Wednesday, April 11, 2012 by Chairman Warren Kimball. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Chairman Warren Kimball; Selectman Constance Jones; Selectman Ken Story; Town Administrator Becky Merrow; Administrative Assistant Melissa White; Police Chief Walter Madore; Fire Chief Jay Fountain; Deputy EMD F. Robert Osgood; FAST Squad Members Jane Chipman, Jill Davis and Bruce Chipman (at approximately 6pm)

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ Building Permits:
 - a. M/L 236-064-000; 2573 Stoney Brook Road – pave driveway
 - b. M/L 213-145-000; 46 Bright Slope Way – remodel kitchen
 - c. M/L 221-007-000; Rawson Ridge – new home
- ✓ Property Tax Refunds (due to overpayment):
 - a. M/L 214-031-000; 14 Catamount Road - \$159.55
 - b. M/L 216-029-000; 1274 Route 10 North - \$13.06
- ✓ Elderly Exemptions:
 - a. M/L 233-085-000; 10 Learning Drive
 - b. M/L 213-027-000; 5 Rolling Hill
 - c. M/L 221-022-000; 584 New Aldrich Road
- ✓ Veteran's Credit Applications:
 - a. M/L 234-029-000; 29 Greensward Drive – Joseph Henderson Jr.
 - b. M/L 216-043-000; 96 Burpee Hill Road – Lillian Cote
- ✓ Timber Tax Levy: M/L 222-001-002; 403 Burpee Hill Road - \$462.50
- ✓ Gravel Tax Levy: M/L 226-018-000; 163 Yankee Barn Road - \$189.66
- ✓ Property Tax Abatements *Granted*:
 - a. M/L 215-104-000; 7 Granite Way - \$2,745.80

Property Tax Abatements *DENIED*:

- a. M/L 213-042-000; 62 Anderson Pond Road

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APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular meeting minutes of March 28, 2012. A motion was made by Selectman Story to approve the March 28, 2012 minutes as written; seconded by Selectman Jones. *Unanimously approved.*

CORRESPONDENCE

- Sullivan County Board of Commissioners: Notice was received from the Sullivan County Board of Commissioners informing of a follow-up meeting regarding a Central Dispatch Center to be held on Thursday, April 19, 2012 at 6pm in the Sugar River Bank Community Room, 10 North Main Street, Newport, NH.

OLD BUSINESS

- 49 Hemlock Lane Clean-up Efforts: Chairman Kimball informed an offer has been received to purchase this parcel and clean it up by August 6, 2012.

Jones stated this parcel has been advertised previously with no interest.

- Ambulance Study: Administrative Assistant White stated she, Town Administrator Merrow and the Selectmen attended a meeting on Tuesday, April 3, 2012 that discussed the proposed agreement from New London Hospital as well as the concerns that only one of their three ambulances are staffed which resulted in towns having to call their mutual aid ambulance more often.

Kimball requested we stay involved in the process even though Grantham is exploring the option of using Lebanon Fire Department.

Merrow said the Board has been looking at the financial aspect and has agreed not to purchase something less than what we have now. Merrow said we have good service from New London, quality of care is very important with paramedics when we need them and we don't have to call mutual aid very often.

White asked Fire Chief Fountain to obtain Grantham's total call volume by the month for 2011.

Jones said we also need to be cognizant of the fact that if we stay with New London Ambulance, we will have to pay them a specific amount per call as well as money to put into a reserve fund for upkeep of their ambulances including replacement when needed. This would make Grantham partial owners of the ambulances. Jones reminded that Lebanon's proposal is per call only.

White stated there is also a clause in New London's proposal that would require Grantham to pay a share of any deficit they have.

Jones said she had heard the Town of Bradford was interested in having New London Ambulance provide service to their town but was turned down.

Merrow said that the Town of Sunapee is also exploring their options and seriously considering Newport for their ambulance needs.

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Marrow said there was another meeting tonight at 4pm to discuss quality of care; that this week she heard from FAST Squad members Jill Davis, Jeff Figley and Jane Chipman and they were going to attend and report back.

Marrow reiterated that every statement will be tested. Jones said that our FAST Squad needs to understand they need to participate in this process and if they don't tell the Board how they feel; there is no way for the Board to know.

Chief Fountain asked if Grantham would be able to go back to New London Ambulance. Marrow said yes, but a capital contribution would have to be made.

White said New London Hospital's CFO, Don Griffin has said that if Grantham goes with another provider effective July 1, 2012 we would owe them three quarters of their fiscal year which is \$32,607. It was also confirmed that Grantham FAST Squad could still have their affiliation with New London.

Marrow said there is no provision in the agreement to ever turn a profit; that it only addresses losses.

- Back-up System for Town Archives Computer: Selectman Story said there is one computer that has a lot of information on it that is not connected to the internet so it would either have to be for the iCloud backup to be utilized or have an external backup system for it.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) – ETAP Program: Chairman Kimball said work continues to find a remedy for the air filtration from the heated space to the non-heated space in the attic. Kimball explained that what is needed is an air barrier; that because of the design of the building and the work needed to be done it is approaching costs of \$28,000.

White informed a proposal was received on April 10, 2012 from Dayco, Inc. for insulating over the new air barrier in the amount of \$5,040.

F. Robert Osgood asked how this project would address the R28 insulation panels dropping and how inspections could be done. Kimball said that on top of the plywood barrier there would be another layer of R38 insulation.

Chief Madore requested the wall between his office and the conference room be insulated when this project is done to create a sound barrier.

Osgood asked how the area would be accessible once the project is done. Kimball said there would be "catwalks" in the trusses; that the need to go up there once complete will be minimal. Kimball went on to say that cellulose insulation would be used.

Osgood cautioned that there is a lot of air movement in the attic and the wind could blow the insulation. Kimball said that part of the plan is to make an entire block so if there was any air movement it wouldn't be through the insulation.

- Recreation Park Development: Marrow said bid sets are out. There is an addendum; TF Moran left out the contract specifications for the electrical but has since re-prepared them. A mandatory pre-bid meeting is scheduled for Monday, April 16, 2012 at 10am at the park.

Wednesday, April 23rd at 3pm the bids are due. TF Moran will tabulate them and make a recommendation on whom to award the bid to.

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NEW BUSINESS

- Capital Improvement Projects Committee Appointments:
 - Robert E. Fogg, Jr.: A motion was made by Selectman Story, seconded by Selectman Jones to appoint Robert E. Fogg Jr. as a member of the Capital Improvement Projects Committee. *Unanimously approved.*
 - L. Donald Wenz: A motion was made by Selectman Story, seconded by Selectman Jones to appoint L. Donald Wenz as a member of the Capital Improvement Projects Committee. *Unanimously approved.*
- Northeast Waste Services: White informed she and Transfer Station Supervisor Chris Scott met with Northeast Waste Services to discuss extending the current contract for three more years. A motion was made by Selectman Jones to extend the Northeast Waste Services agreement for three years; seconded by Selectman Story. *Unanimously approved.*

DEPARTMENT/COMMITTEE REPORTS

- Police Department – March Report:
 - March 2nd Department Secretary Desmarais received training on record retention.
 - March 8th Sergeant Parsons and Officer Schwartz attended Firearms Instructor training.
 - March 12th the Department held handcuff refresher training.
 - March 22nd Chief Madore attended a meeting hosted by the Sullivan County Commissioners regarding a county-wide dispatch center.
 - Officer Smith received a thank you letter from Mauri Schwartz for his outstanding response to her accident in February.
 - Prescription Drug Take Back Day will be April 28th from 10am to 2pm in the Grantham Town Building, Jerry Whitney Memorial Conference Room.

- Town Administrator: Administrator Merrow informed her last day will be April 19, 2012 and that she has enjoyed working with the Board very much and will miss Grantham greatly. The Selectmen thanked Merrow for her service.

Merrow explained she had made three withdrawal requests from the Trustees of the Trust but had forgotten to obtain a motion from the board to withdraw the monies from the funds. Merrow said the Trustees were under the impression the Town was buying the land; that Upper Valley Land Trust bought the land and the Town made a qualifying donation to them (UVLT).

- A motion was made by Selectman Jones to vote to authorize the Selectmen to appropriate \$50,000 from the Land Preservation Capital Reserve Fund as agents to expend from this fund and to authorize the withdrawal from the Capital Reserve Fund for the purposes set forth in RSA 36-A:4-a1(b), said "donation to be

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given to Upper Valley Land Trust with regard to the Hastings lot; seconded by Selectman Story. *Unanimously approved.*

- A motion was made by Selectman Story to vote to authorize the Selectmen to approve payment to Allen Wilson for surveying of the Hastings lot in the amount of \$1,967 and to authorize the Selectmen, as agents to expend from the Land Preservation Capital Reserve, to withdraw this amount; seconded by Selectman Jones. *Unanimously approved.*
- A motion was made by Selectman Story to vote to authorize the Selectmen to approve payment to Upper Valley Land Trust for closing costs on the Hastings lot in the amount of \$4,977.50 and to authorize the Selectmen, as agents to expend from the Land Preservation Capital Reserve, to withdraw this amount; seconded by Selectman Jones. *Unanimously approved.*

The agreement with Upper Valley Humane Society was reviewed. Merrow explained this new agreement that would cover all dogs and cats for one lump sum cost of \$500. A motion was made by Selectman Jones to accept the agreement as written and to authorize Melissa White to sign on the board's behalf; seconded by Selectman Story. *Unanimously approved.*

- Trustees of the Trust Funds – April Update: The Trustees of the Trust Funds April update was reviewed.

OTHER

Referring to the Ambulance Study, FAST Squad member Jane Chipman said the meeting they attended today did not give them enough information; that there weren't any financial discussions at all. Ms. Chipman said that she along with Jill Davis and Bruce Chipman have agreed to attend future meetings to see how Grantham will be affected.

Ms. Chipman said they are looking to make sure the best care possible is delivered to Grantham and that she did call the Lebanon Fire Chief to get a feel for what they have offered Grantham.

Ms. Chipman said that because she works for New London she has tried to stay out of this process some but does have concerns if Lebanon is chosen:

- If there is a fire call will they come?
- If their ambulance in Lebanon is already on a call and they have to come from the West Lebanon station it will be a longer response time; that the Grantham Fast Squad is not prepared to take care of a patient for a half hour.
- Who would be the hospital for supplies? Ms. Chipman said that now New London Ambulance is replenishing their supplies.
- How frequently will mutual aid need to be called and who will be providing it? Selectman Jones said Newport Ambulance will still provide mutual aid.
- The other communities that Lebanon serves have transport licenses.

Jones reiterated that the six or seven towns, if they stay with New London Ambulance, will be taking a capital interest for equipment which will mean having to put up funds each year on top of what is already paid. Jones went on to say that Sunapee's concern with New London ambulance is staffing.

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Ms. Chipman said that New London has two staffed ambulances. Bruce Chipman said that part of the discussion today was setting up a back-up system for the hours that are not covered.

Kimball said the town is still collecting information and not close to making a decision yet.

Marrow asked if another meeting date had been chosen. Ms. Chipman said no, that they are working on getting the numbers for our mutual aid calls. Marrow asked Chipman to obtain the numbers by the month.

Mr. Chipman asked if Lebanon has submitted a written proposal. Marrow said yes.

Ms. Chipman asked when the decision will be made. Marrow said July 1, 2012.

White provided the FAST Squad members a copy of the proposal from Lebanon.

Mr. Chipman asked what the response time would be for Lebanon. Marrow said Lebanon did conduct an analysis and the difference is they will be coming from the West which will result in a quicker response time than those living further East; which is the exact opposite of the way it is now with New London Ambulance. Marrow reminded that the population is more dense in the West end of town.

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Jones, second by Selectman Story to enter into a Non-Public session at 6:30 p.m. to discuss a personnel matter. Present were: Chairman Warren Kimball, Selectman Constance Jones, Selectman Ken Story, Town Administrator Becky Marrow, Administrative Assistant Melissa White and Deputy EMD F. Robert Osgood.

Following proper vote, the Board returned from Non-Public session at 7:06pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Chairman Kimball; *by unanimous vote, the Board adjourned at 7:08pm.*

The next Selectmen's Meeting will be held on Wednesday, April 25, 2012 at 5pm 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*