

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes May 9, 2012

The regular meeting of the Board of Selectmen was called to order at 5:01pm on Wednesday, May 9, 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 Melissa White; Administrative Assistant Ann Jasper; Police Chief Walter Madore; Fire Chief Jay Fountain; Jeff Kevan, TF Moran; Todd Cartier, Brian Hastings, Rick Anderson, Matt Carl, Bob MacNeil, Pat MacNeil, Missy Walla, Jeremy Walla, Marsha Googins, Jerry Bieszczad, John Ames and others

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White.

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ Payroll Manifest #360
- ✓ Accounts Payable Manifest
- ✓ Building Permits:
 - a. M/L 226-021-000; 249 Route 10 North – Addition
 - b. M/L 220-023-000; 307 Walker Road - Generator
- ✓ Current Use Application (Corrective):
 - a. Map 236, Lots 10 & 11
- ✓ Notice of Intent to Cut:
 - a. M/L 226-018-000; 163 Yankee Barn Road
 - b. M/L 243-012-000; 2221 Stoney Brook Road

Property Tax Abatement Denied; M/L 225-240-000 52 Fairway Drive

APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of April 25, 2012. A motion was made by Selectman Jones to approve the April 25, 2012 minutes as written; seconded by Selectman Story. **Approved by majority vote.**
- ✓ Chairman Kimball asked if there were any changes to the special meeting minutes of April 30, 2012. A motion was made by Selectman Story to approve the April 30, 2012 minutes as written; seconded by Selectman Jones. **Unanimously approved.**

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CORRESPONDENCE

- Sullivan County Board of Commissioners: A letter was received from the Sullivan County Board of Commissioners summarizing their public meetings of March 22, 2012 and April 19, 2012. They also asked if the Board would support creating a committee of no more than two people to represent exploring the Central Dispatch Center.

Selectman Jones stated that she supports the creation of a committee and would be willing to be a member of the committee and suggested the second person be a member of the Police or Fire Department. Fire Chief Jay Fountain was nominated as the second member of the committee. A motion was made by Selectman Jones to support the creation of the Sullivan County Central Dispatch Committee; Seconded by Selectman Story. *Unanimously approved.*

- Sullivan County Commissioners Proposed Budget: Also received from the Sullivan County Board of Commissioners was the MS46 Form which is a summary of their FY13 proposed budget.
- State of NH Department of Revenue Administration: Notice was received from the NH Department of Revenue Administration informing that they calculated our equalization value including utility valuation and railroad money reimbursement which will be used to calculate our portion of the county tax. They also did a calculation not including the utilities which will be used to calculate the state education property tax.
- NH Department of Transportation: A letter was received from the NH Department of Transportation stating that they are exploring discontinuing lighting that is not needed for motorists' safety in accordance with State and Federal Standards. The locations and removal are being engineered. Grantham may or may not be affected. If it is we will be contacted in the near future.

OLD BUSINESS

- Ambulance Study: Administrator White called Kim Hallquist, the Town Administrator of New London and she said that the last she knew was that the EMT's and fire personnel were going to meet to discuss the back up call issue.

Administrator White did receive an email from Lebanon Fire Chief Chris Christopolous asking where we stood as he is doing budgeting for next year and he wanted to get an idea of revenues for his budget. She spoke to him about the concern that Jane Chipman had about medical supplies and he said that any medical supplies used for patient care on a call can be replaced one for one. Supplies outdated or opened not on a call cannot be replaced. Administrator White said she spoke to Fire Chief Fountain and he said that all of the necessary medical supplies needed for the Fast Squad have been budgeted for.

- UVLSRPC – ETAP Program: Selectman Kimball said he will contact a second insulation contractor so we could have a second opinion of what we should do and then we can compare and figure out which one we want to use.

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- Recreation Park Development: Administrator White explained that at the last meeting there was uncertainty regarding the bid that was received.

Jeff Kevan with TF Moran explained that basically what we have is a very flat area. As you head away from the existing field there are some spots that are delineated as jurisdictional wetlands and you can see the difference in grass types and that sort of thing. He explained that they designed something of similar elevation to the existing field for the proposed field and that they are trying to create a field that people would be able to play on in the spring and not have to wait a month for it to dry out. As far as materials, they would strip the existing loam off and would be cutting into the hill side a little bit. They have called for some gravel so that the field drains but because this is a recreation field, the town probably does not want to spend a huge amount of money maintaining it so it's a delicate balance to get the field to drain but not so much it would have to be irrigated in the summer. If some gravel is added and a sand/topsoil loam mix is used it would drain. He stated that it is possible to modify the contract and adjust the materials used as a way to save on cost and if there are contractors that the town prefers to use, they don't have to have all the protection such as the Performance Bond that is in the current contract. Kevan believes the critical point with this time schedule is that grass is planted by mid to end of September. He stated the way he has looked at this is there is a gravel drive that comes in because as part of our approval process the environmental groups want us to let the existing gravel road next to the river re-vegetate itself and stop using it. They're looking for that to re-grow itself and become a buffer to the river. He believes that any contractor can come in and put in the driveway relatively quickly so that the existing field can be kept open and active.

Selectman Kimball stated that it was a bit surprising that the contract came back at over \$400,000.00 because we had gone in originally telling them that we wanted something that we can use but we didn't want to spend a lot of money on it. He inquired as to if we can meet somewhere in the middle where we can eliminate some of the costs.

There was much discussion about where costs could be cut such as reducing the elevation, the type and amount of fill used and what affect those changes would have.

Rick Anderson stated that the recreation field is lower but not so low that it's wet.

Marsha Googins pointed out that there are two other fields that could be used if there was flooding in the spring on the new field.

Jeff Kevan stated that he will look into where it can be adjusted and said that the infield mix is the most important thing. He said we should be able to get the cost down reasonably and still have a good field. He will keep the Board informed by emailing information to Administrator White.

Selectman Jones said she would like to have a proper Recreation Committee consisting of five appointed members who are willing to meet and work on this. Marsha Googins will be appointed as Chairman of the group. The four other appointees are Todd Cartier, John Ames, Missy Walla and Rick Anderson. The meetings will be public and anyone may attend the meetings.

It was suggested that Brian Hastings take the members of the committee on a field trip to look at the field and proposed elevations to see what it is going to look like.

There was discussion about a request for a status update from the sponsors of the grant request to the Timken Foundation and putting it on the Agenda for a future meeting.

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NEW BUSINESS

- Transfer Station Bulk Items Price List: An updated list with the new changes from Transfer Station Supervisor Chris Scott was discussed. Selectman Kimball had a concern about there being more clarity for the price of disposing of fluorescent light bulbs. Town Administrator White said she will make that change. Selectman Kimball also wanted more feedback about the disposal of thermostats, smoke detectors and other mercury related item.
- CIP Committee: A motion was made by Selectman Jones to appoint Michael Whipple as a member of the Capital Improvement Projects Committee. Seconded by Selectman Story. *Unanimously approved.*
- Invoice; Upper Valley Land Trust: Administrator White said that when she created the outline of expenses for the soccer field she discovered that \$1,600.00 was paid to the Upper Valley Land Trust. The total invoice is \$6,500.00 and former Town Administrator Becky Merrow had indicated that the \$1,600.00 was to come from the Timken Grant. A motion was made by Selectman Kimball to approve the payment of \$1,600.00 from the Timken Grant money. Seconded by Selectman Story. *Approved by majority vote.*

DEPARTMENT/COMMITTEE REPORTS

- Fire Department – April Report:
 - Responded to fifteen calls that consisted of seven EMS and eight fire/rescue calls.
 - Chief Fountain attended the School Hazard/Safety Meeting, the Mid Western Hazardous Materials Team Meeting and the Hanover Dispatch Chiefs' Meeting.
 - Department training in April was forestry review and chemical assisted suicide with Assistant Fire Chief Libby from Lebanon, NH.
- Police Department – April Report:
 - Chief Madore stated that in light of the recent tragedy in town, everybody in the Department stepped up and performed flawlessly. Chief Madore stated that he is very proud of the Department and the way all responded to this tragedy.
 - April 11th and 12th Chief Madore participated in Career Awareness week at the Grantham Village School.
 - April 19th Sgt. Parsons and Officers Merrill, Smith and Schwartz attended training regarding Chemically Assisted Suicides sponsored by the Grantham Fire Department.
 - April 19th Chief Madore attended a meeting regarding the proposed Dispatch Center for Sullivan County.
 - D.A.R.E. Graduation was held on April 25th at the Grantham Village School.
 - Drug Take Back Day was held on April 28th.

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- All members of the Department attended either the wake or the funeral for Chief Maloney of the Greenfield Police Department.
- In a show of support and gratitude for our service, the department received cookies from Denise Breedlove and Susan Wren.

➤ Transfer Station – March Report

- Solid Waste: Seven runs, 71.81 tons.
- Construction Demolition Debris: Eight runs, 26.88 tons.
- Glass: One load, 7.31 tons, Expense \$168.13.
- Light Iron: One load, 3.73 tons, Revenue \$895.70.
- Old Cannister #1 steel: One, 2.39 tons, Revenue \$646.08.
- Tin Cans: One load, 1.88 tons, Revenue \$348.52.
- Fluorescent Bulbs bulk 4 foot: 1600 bulbs, Expense \$104.00.
- Fluorescent Bulbs compact (curly q): 182 bulbs, Expense \$81.90.
- Bulb storage Box: Four, Expense \$20.00.
- Electronic Waste: 3.09 tons, Expense \$867.09.
- Fibers – Mixed Loose – (Paper): Two loads, 8.69 tons, Revenue \$564.85, Expense \$500.00.
- Comingle – w/o glass – (Plastic): Two loads, 2.52 tons, Revenue \$0.00, Expense \$44.10.
- Total tonnage of Material taken away: 125.91 tons.
- Tickets collected at Transfer Station: \$835.00.
- Total Revenue from recycling \$2,455.15.
- Total Expenses from recycling \$1,785.22.
- Net Revenue from recycling \$669.93.

➤ Trustees of the Trust Fund – May Report

- The May Report from the Trustees of the Trust Funds was reviewed.

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➤ Town Administrator:

- The final renewal rate on health insurance will be an increase of 5.66%.
- The Board is invited to the annual dinner of the Upper Valley Lake Sunapee Regional Planning Commission on Wednesday, June 6 from 5:00 – 8:00 pm at the Common Man in Claremont. They would like an RSVP by May 30.
- The resignation from Rob Fogg from the Capital Improvement Committee was received.
- Town Treasurer Chris Morris has updated the list of employees who have access to online banking and has added Ann Jasper to the list. Administrator White will provide copies to the Board.
- New Mower Purchase: We only have until June 30 to spend the \$9,000.00 that was approved. We have some estimates and Selectman Kimball has asked Groundskeeper Carey to look around for an appropriate size mower. Groundskeeper Carey also has done some research.

OTHER

- The Town has agreed to sell the Town owned property located at 49 Hemlock Lane to Brian Hastings. The sale price is \$1.00 and Mr. Hastings has agreed to remove all the building and debris from the property. For that and the \$1.00 he will receive the land. A motion was made by Selectman Story to approve the Purchase and Sale Agreement to sell the property at 49 Hemlock Lane to Brian Hastings for \$1.00. Seconded by Selectman Jones. ***Unanimously approved.***
- Chief Madore stated that Courtland Smith has tendered his resignation effective May 18, 2012.

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 6:45 p.m. to discuss a few personnel matters. Present were: Chairman Warren Kimball, Selectman Constance Jones, Selectman Ken Story, Town Administrator Melissa White, Administrative Assistant Ann Jasper and Police Chief Walter Madore.

Following proper vote, the Board returned from Non-Public session at 7:27pm.

The Board considered the request by former Town Administrator Becky Merrow to stay on the town's insurance through May. A motion was made by Selectman Story to deny the request; Seconded by Selectman Jones. ***Unanimously approved.***

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ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; *by majority vote, the Board adjourned at 7:29pm.*

The next Selectmen's Meeting will be held on Wednesday, May 23, 2012 at 5pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,

*Ann Jasper
Administrative Assistant*