

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes September 26, 2012

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, September 26, 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 Ken Story; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Fire Chief Jay Fountain; David Beckley; Marsha Googins and Senator Bob Odell

### PLEDGE OF ALLEGIANCE

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

### ADMINISTRATIVE

- ✓ Payroll Manifest #372
- ✓ Accounts Payable Manifest #340
- ✓ Building Permits:
  - a. M/L 225-037-003; 24 Hummingbird Hill – Generator
  - b. M/L 222-216-000; 40 Road Round the Lake – Solar Panels
  - c. M/L 234-110-000; 94 Longwood Drive – Pellet Stove
  - d. M/L 236-010-000; 631 NH Route 114 – Remodel
  - e. M/L 222-145-000; 25 Road Round the Lake – Generator
- ✓ Timber Tax Levy:
  - a. M/L 221-052-000; 626 Route 10 North - \$679.86

### APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of September 12, 2012. A motion was made by Selectman Story to approve the regular and non-public minutes of September 12, 2012 as written; seconded by Chairman Kimball. Selectman Jones abstained. **Approved by majority vote.**

### PUBLIC APPEARANCES

Senator Bob Odell introduced himself to the Board of Selectmen. He explained that he currently represents District 8 which was comprised of 20 towns and the City of Claremont and that he is seeking re-election in the "new" District 8 which will consist of 24 towns including the town of Grantham. Senator Odell provided a map showing the changes that will be made to District 8 due to re-districting.

Senator Odell gave a brief biography and noted the different Boards and Committees he has served on.

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## CORRESPONDENCE

- Coalition Communities: An email was received from Coalition Communities informing that a brief meeting is scheduled on the morning of October 17, 2012 at the Local Government Center in which the gubernatorial candidates have been invited to speak about their views on education funding.
- New Hampshire Association of Assessing Officials: A ballot was received from the election committee of the New Hampshire Association of Assessing Officials. Selectman Jones suggested checking with Assessor Mike Ryan to find out if he would be interested in being a write-in vote.
- Southwestern Community Services: A letter was received from Southwestern Community Services regarding their annual town funding effort and also thanking the town for its support.

## OLD BUSINESS

- Miller Pond Road Bridge: Town Administrator White reported that she does not yet have an update from Erin Darrow of Right Angle Engineering. Darrow needs additional information from Mr. Eastman regarding axle spacings and some dimensions of his trucks. White added that she spoke to and received an email from Eastman who advised that he is not happy that there is not a resolution yet. White told the Board that Eastman's email informed her that he wants to personally hear from all or at least one of the Selectmen by Friday, September 28, 2012 about some sort of decision on the Miller Pond Road Bridge. Chairman Kimball stated that he would be happy to speak with Mr. Eastman. White confirmed that when she receives the report from Darrow, she will forward the report to town counsel for legal review before presenting it to the Board for recommendation. The Board affirmed.

White noted that although Eastman has made it clear that he is unhappy with the amount of time this is taking, he did acknowledge to White that he has talked to a lot of people in the engineering business and that they have all assured him that the town is responding very rapidly to this issue.

- Town Hall Insulation Project: Chairman Kimball reported that one of the two companies the town received quotes from recommended making some structural changes to correct the insulation problem. Engineer Timothy Schaal was consulted and approved the proposed structural changes. Chairman Kimball stated he will contact both companies to re-bid to include the structural changes to be made.
- Recreation Park Development: Athletics Director Marsha Googins reported that the well has been dug reaching a depth of 500 feet. She said it started out with a one gallon per minute flow and then hydrofracking was done which increased the flow to 2.5 gallons per minute. Googins informed that the initial estimate of \$8,000.00 was exceeded by \$1,500.00 which was the 100 feet of drilling and excess hydrofracking. The excess was donated by Wragg Brothers.

Googins also reported that the septic plan has been completed and an estimate of \$22,200.00 was given for site work and installation. She advised that the Grantham

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Recreation Park Committee made a motion to request the approval of \$22,200.00 for the site work and installation of the septic system. A motion to approve \$22,200.00 for the site work and installation of the septic system and to withdraw that amount from the Athletic Fields Capital Reserve Fund was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

Googins noted that she will have some volunteer students from Cardigan Mountain School, Community Program, to help stain the dug outs.

## **NEW BUSINESS**

- Invoice from Hastings Construction, Inc.: An invoice was received from Hastings Construction, Inc. in the amount of \$56,710.00. A motion to approve payment of \$56,710.00 to Hastings Construction, Inc. and to withdraw said amount from the Athletics Field Capital Reserve Fund was made by Chairman Kimball; seconded by Selectman Story. **Unanimously approved.**
- Invoices from Right Angle Engineering, PLLC: Two invoices were received from Right Angle Engineering, PLLC: \$3,723.00 for the Miller Pond Road Bridge; and \$460.00 for the Old Farms Road Bridge. A motion to approve payment of \$3,723.00 for engineering to replace the Miller Pond Road Bridge and \$460.00 for engineering to replace the Old Farms Road Bridge to Right Angle Engineering and to withdraw \$4,183.00 from the Bridge Capital Reserve Fund was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**
- Invoice from ALW Surveys: An invoice was received from ALW Surveys in the amount of \$800.00 for the Septic Design for the Recreation Park. A motion to approve payment of \$800.00 to ALW Surveys for the Septic Design and payment of \$300.00 for the Septic Application to the State of New Hampshire and to withdraw \$1,100.00 from the Athletics Field Capital Reserve Fund was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

White noted that Allen Wilson, of ALW Surveys, gave the town a \$200.00 discount on his services. Chairman Kimball asked if donations to the Recreation Park Development were being documented. White replied that she will get together with Athletics Director Googins to make sure all of the donations are accounted for and documented.

- Invoice from Pennyroyal Hill, Land Surveying & Forestry LLC: An invoice was received from Pennyroyal Hill, Land Surveying & Forestry LLC in the amount of \$2,270.00 for the Miller Pond Road bridge replacement Survey and Site Plan. A motion to approve payment of \$2,270.00 to Pennyroyal Hill, Land Surveying & Forestry LLC for the Miller Pond Road bridge replacement Survey and Site Plan and to withdraw that amount from the Bridge Capital Reserve Fund was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**
- CMA Engineers, Inc. Contract: An amendment to the engineering contract with CMA Engineers, Inc. was received. In order to meet New Hampshire Department of Environmental Service requirement, total engineering fees are estimated to be \$5,000.00 for this fiscal year for the closure monitoring and reporting of the landfill. A motion to

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authorize Town Administrator White to sign the Amendment to the Engineering Contract on behalf of the town was made by Selectman Story; seconded by Selectman Jones.

***Unanimously approved.***

- Shoreline Protection Cutting Plan – M/L 215-064-000; 8 Turner Brae: A motion was made by Selectman Story to approve the Shoreline Protection Cutting Plan for M/L 215-064-000 as written; seconded by Chairman Kimball. ***Approved by majority vote.***

## **DEPARTMENT/COMMITTEE REPORTS**

- Highway Department – Miller Pond Road Update: Road Agent Newcomb completed 200' of ditch replacing and installation of new pipe and stone to allow for better drainage on a particular stretch of Miller Pond Road that has mud problems.

- Transfer Station – August Report:

Solid Waste – 8 runs with total tonnage of 91.36

Construction Demolition Debris – 8 runs 31.26 tons

Glass – 1 load 7.31 tons Expense \$168.13

Light Iron – 1 load 3.85 tons Revenue \$769.64

Electronic Waste – 2.99 tons Expense 792.15

Fibers – Mixed Loose – (Paper) – 2 loads 10.24 tons  
Revenue \$186.05  
Expense \$500.00

Comingle w/o Glass – (Plastic) – 2 loads 2.49 tons  
Revenue \$0.00  
Expense \$43.58

Total Tonnage of Material taken away 149.5 tons  
Tickets collected at Transfer Station \$1,445.00

Total Revenue from recycling \$1,749.49  
Total Expenses from recycling \$1,503.85  
Net expense from recycling \$245.65

- Town Administrator:

- An invitation was received from the Conservation Commission and Upper Valley Land Trust to a Dedication Ceremony at the Leavitt Hill Wetlands to be held on Saturday, October 6, 2012 at 10:00 AM. There will be a 9:00 AM group hike to the dedication ceremony site, weather permitting.

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- Notice was received from the Upper Valley Lake Sunapee Regional Planning Commission that the Town of Springfield is updating its Hazard Mitigation Plan and the first meeting is September 27, 2012 at 7:00 PM at the Springfield Town Offices.
- A letter was received from Attorney Shklar who represents David Ducharme regarding a deed that the town prepared when there was a tax sale in 2008. Attorney Shklar claims the deed is defective because the deed was conveyed to "David Ducharme, DLD Development LLC" and that it is unclear if there are one or two grantees. Attorney Shklar has offered to prepare a corrective deed at no cost to the town. White consulted with town counsel who advised that is okay as long as that is the only change made to the deed.
- White provided a copy of an updated expense and revenue report for the first quarter of this budget year to the Board of Selectmen for review.
- A letter was received from Upton & Hatfield with a copy of their Appearance filed on behalf of the town in the matter of Northern New England Telephone Operations, LLC (d/b/a Fairpoint Communications) v. Town of Grantham.

White told the Board that she was informed by Town Counsel that they are currently representing 11 towns in this same matter and the legal costs will be divided by the 11 towns.

- White reported that she has instructed department heads to provide her with their capital improvement requests.

White advised the Board that she would like to set dates for budget work sessions with department heads at the next Selectmen's Meeting on October 10, 2012.

- White noted that she and Selectman Jones toured the Sullivan County Complex on September 25, 2012 and were very impressed with the facility.

## **NON PUBLIC – SESSION I**

In accordance with RSA 91-A:3 section II-b, a motion was made by Selectman Story, seconded by Chairman Kimball to enter into a Non-Public session at 5:40 p.m. to discuss a personnel matter. Present were: Chairman Warren Kimball, Selectman Ken Story, Selectman Constance Jones; Town Administrator Melissa White, Administrative Assistant Ann Jasper and David Beckley.

***Following proper vote, the Board returned from Non-Public session at 6:04 pm.***

## **NON PUBLIC – SESSION II**

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Story, seconded by Chairman Kimball to enter into a Non-Public session at 6:05 p.m. to discuss a matter. Present were: Chairman Warren Kimball, Selectman Ken Story, Selectman Constance Jones; Town Administrator Melissa White and Administrative Assistant Ann Jasper.

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***Following proper vote, the Board returned from Non-Public session at 6:17 pm.***

## **NON PUBLIC – SESSION III**

In accordance with RSA 91-A:3 section II-a, a motion was made by Selectman Story, seconded by Chairman Kimball to enter into a Non-Public session at 6:18 p.m. to discuss a personnel matter. Present were: Chairman Warren Kimball, Selectman Ken Story, Selectman Constance Jones; Town Administrator Melissa White and Administrative Assistant Ann Jasper.

***Following proper vote, the Board returned from Non-Public session at 6:22 pm.***

## **OTHER**

Chairman Kimball urged the Board to have Town Administrator White send a letter of appreciation to the Conservation Commission for their delving into the wetlands inventory which is a very large project and requires a huge effort. Kimball added that help should be offered to broadcast information or to help unravel any misinformation for them that may occur.

## **ADJOURNMENT**

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 6:28 pm.***

The next Selectmen's Meeting will be held on **Wednesday, October 10, 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