

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes November 14, 2012

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, November 14, 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; Police Chief Walter Madore; Fire Chief Jay Fountain; and Athletics Director Marsha Googins

PLEDGE OF ALLEGIANCE

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

ADMINISTRATIVE

- ✓ Payroll Manifest #377
- ✓ Accounts Payable Manifest #347
- ✓ Transfer of \$1,000 from the Conservation Fund to the General Fund
- ✓ Building Permits:
 - a. M/L 222-186-001; 1 Turnbuckle Road - Generator
 - b. M/L 215-154-000; 3 Brightslope Way – Structural Repairs
 - c. M/L 215-104-000; 7 Granite Way – Four Season Porch & Deck
 - d. M/L 222-261-000; 45 Hummingbird Hill Road – Electrical work for Generator
- ✓ 2012 second issue tax warrant - \$5,574,964.91

APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of October 24, 2012. A motion was made by Selectman Story to approve the regular and non-public minutes of October 24, 2012 as written; seconded by Selectman Jones.

Unanimously approved.

CORRESPONDENCE

1. Southwestern Community Services: A letter was received from Southwestern Community Services asking the town to fund \$850.00 in the Town's next budget. An Economic Impact Report for the town of Grantham was included which shows a list of resources and services that were provided to Grantham residents during their fiscal year.

OLD BUSINESS

- Miller Pond Road Bridge: Town Administrator White reported that she received a Memo from Bridge Engineer Erin Darrow on November 9, 2012 regarding Richard Eastman's heavy

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vehicle permit request for his pulp truck and chip truck. Darrow recommended a 50% load for the chip truck and she is recommending the pulp truck not be allowed. Darrow explained in her Memo that she did not receive accurate information from Eastman regarding the chip truck and therefore she and the New Hampshire Department of Transportation were unable to make a determination for the chip truck. The Board of Selectmen requested that Darrow reach out to Eastman to obtain the information she needs to complete her recommendation.

- Town Hall Insulation Project: Work was started on the insulation project November 5, 2012 and should be completed by November 16, 2012. Chairman Kimball has been overseeing the work and stated that Leslie Goumillout is doing a fantastic job.
- Recreation Park Development: Athletics Director Marsha Googins reported that there are two motions from the Grantham Recreation Park Committee:

The first motion is to have funds available to protect the pavilion slab by covering it with poly, hay and a tarp, in that order. The estimated cost is \$200.00. The Board of Selectmen advised Googins that the cost can come from the General Fund. Googins asked the Board of Selectmen if Todd Cartier can purchase the materials and then submit the receipt. The Board agreed as long as he does not exceed \$200.00. White advised that Cartier should give Googins the receipt so she can approve it before submitting it to accounts payable.

The second motion is to winterize the new field by fertilizing it at a cost not to exceed \$340.00 for the fertilizer with Recreation Park Committee members volunteering to fertilize the field. The Board advised that this can be paid out of the General Fund and the fertilizer may be purchased, not to exceed \$340.00, and the receipt submitted to accounts payable after approval by Googins.

NEW BUSINESS

- Shoreline Protection Cutting Plan –
 - M/L 213-086-000; 23 Shore Road
 - M/L 215-110-000; 19 Granite Way

A motion to approve the Shoreline Protection Cutting Plans for 23 Shore Road and 19 Granite Way as submitted was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

- Zoning Board of Adjustment Member Appointments:
 - Margery Bostrom
 - Myron Cummings

A motion to approve the Zoning Board of Adjustment Member Appointments for Margery Bostrom and Myron Cummings was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

White added that she will put out a request for volunteers for alternate members of the Zoning Board of Adjustment.

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Invoice from Hastings Construction, Inc.: An invoice was received from Hastings Construction, Inc. in the amount of \$83,252.00. Approval of \$26,700.00 of this invoice was made in prior meetings. A motion to approve the remaining \$56,552.00 of the invoice from Hastings Construction, Inc. dated November 2, 2012 and to withdraw \$24,526.26 from the Athletic Field Capital Reserve Fund and \$32,025.74 from the Recreation Park Project Fund was made by Selectman Story; seconded by Selectman Jones.
Unanimously approved.

DEPARTMENT/COMMITTEE REPORTS

- Police Department - October Report:
 - The Grantham Village School held an off-site evacuation drill and the department was on-hand to assist.
 - The Department was out in force for Halloween Trick or Treat night and handed out light sticks along with the Fire Department. There was a large turnout and it was a fun evening for all.
- Trustees of the Trust Funds – As of October 31, 2012: Report as of October 31, 2012 was reviewed.
- Town Administrator:
 - An engagement letter was received from Crane & Bell for their OnTrak Services in the amount of \$8,000.00 for this year. A motion to authorize Town Administrator White to sign the engagement letter on behalf of the town was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**
 - White advised that the town offices will close at 12:00 Noon on Wednesday, November 21 through Friday, November 23, 2012 for the Thanksgiving holiday. The Transfer Station will be closed on Thursday, November 22, 2012 only.
 - White stated that the tax rate has been set and the tax bills have been mailed. The tax rate for Grantham is \$20.17 and the tax rate for Eastman is \$21.70 per \$1,000.00 of assessed value.
 - White provided a copy of the 2013 Holiday Schedule and will provide all departments with the schedule.
 - An email was received from the Conservation Commission reporting that the Commission visited the Smith Lot on November 11, 2012 for the purpose of liberating two apple trees and was able to generate about one quarter of a cord of green fire wood.

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NON PUBLIC

In accordance with RSA 91-A:3 section II-e and 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 5:27 p.m. to discuss a legal and 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 5:33 pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 5:34 pm.***

The next Selectmen's Meeting will be held on **Wednesday, November 28, 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