

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes November 28, 2012

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, November 28, 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 Merle Schotanus, Conservation Commission

PLEDGE OF ALLEGIANCE

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

ADMINISTRATIVE

- ✓ Payroll Manifest #378
- ✓ Accounts Payable Manifest #351
- ✓ Property Tax Abatements (*due to billing error*):
 - a. M/L 216-006-000; 96 Silo Lane
 - b. M/L 222-203-000; 21 Highwood Way
- ✓ Veteran's Credit Application:
 - a. M/L 215-012-000; 10 Cove Drive
- ✓ Elderly and Disabled Tax Deferral – M/L 233-008-000; 21 Willis Avenue
- ✓ Building Permits:
 - a. M/L 215-060-009; 9 Waterview Drive – Remodel Bath
 - b. M/L 216-061-024; 24 Bay Tree Lane – Remodel Kitchen & Bath

APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of November 14, 2012. A motion was made by Selectman Story to approve the regular and non-public minutes of November 14, 2012 as written; seconded by Selectman Jones.

Unanimously approved.

OLD BUSINESS

- Miller Pond Road Bridge: Town Administrator Melissa White stated there is no update to report since the last Selectmen's Meeting of November 14, 2012. White added that Bridge Engineer Erin Darrow is working on completing her recommendations.
- Town Hall Insulation Project: The Town Hall Insulation Project is complete.

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- Recreation Park Development: Chairman Kimball reported that all the ground work has been completed, the slab for the pavilion has been preserved to prevent any damage during the winter and a fence has been installed to prevent people from driving on the field.

White noted from the Grantham Recreation Park Committee Meeting Minutes of November 27, 2012 that the Grantham Recreation Park Committee made a motion to recommend a budget of \$3,500.00 be considered for turf/field maintenance.

NEW BUSINESS

- M/L 212-018-000; Construction without Permit: An email was received from Conservation Chair, Dick Hocker, reporting that there is construction activity without a building permit on a property on Frye Lane; Map 212, Lot 18. Building Inspector Roger Woodworth went to the property and took pictures which indicate site work being done. White will send the property owner a letter with a reminder that a building permit is needed.
- Invoice from Right Angle Engineering; Bridge #105/128: An invoice was received from Right Angle Engineering, PLLC in the amount of \$4,280.00 for engineering work on the Miller Pond Road Bridge #105/128. A motion to approve payment of \$4,280.00 and to withdraw that amount from the Bridge Capital Reserve Fund was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**
- Invoice from Right Angle Engineering; Bridge #107/113: An invoice was received from Right Angle Engineering, PLLC in the amount of \$360.00 for engineering work on the Olde Farms Road Bridge #107/113. A motion to approve payment of \$360.00 and to withdraw that amount from the Bridge Capital Reserve Fund was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**
- Revocation of Appointment – Conservation Commission: A request to revoke Jeremy Turner's appointment as a member of the Grantham Conservation Commission was received from Dick Hocker, Chair of the Grantham Conservation Commission, due to the fact that Mr. Turner has not been involved in any events, activities or meetings for approximately nine months. The request states that Mr. Turner was asked to resign and has not done so. Merle Schotanus, a member of the Conservation Commission, reported that since 2011, the Conservation Commission has held 26 meetings and 3 public forums and the attendance record indicates that Jeremy Turner has attended 4. Schotanus explained that the Conservation Commission is finishing a major project and will be starting two more in the near future and the Commission needs every member to participate. A motion to revoke Jeremy Turner's appointment to the Grantham Conservation Commission was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

Schotanus said that the Commission did not make this decision lightly without due consideration as Mr. Turner has been instrumental in many of the Committee's critical undertakings.

- CIP Committee: A motion to appoint Pat MacNeil to the CIP Committee was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

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DEPARTMENT/COMMITTEE REPORTS

➤ Fire Department – October Report:

- Responded to 34 calls consisting of 12 EMS and 22 Fire/Rescue.
- Chief Fountain attended the Mid-Western Hazardous Materials Team meeting.
- October training was on chimney fires, pumps and hose line operations.
- Hurricane Sandy came through the area and there were multiple calls for power lines and trees down related to the weather.
- The Grantham Fire Department assisted the Grantham Police Department with lighting the streets and slowing down traffic for Halloween.

➤ Transfer Station - October Report:

Solid Waste -8 runs with total tonnage of 82.68 tons

Construction Demolition Debris – 7 runs, 26.9 tons

Glass – 1 load, 7.31 tons, Expense \$168.13

Light Iron – 1 load, 3.94 tons, Revenue \$767.81

Tires – 2 loads 6.68 tons, Expense \$768.20

Fibers – Mixed Loose – (Paper) – 2 loads, 11.96 tons

Revenue \$267.90

Expense \$500.00

Comingle – w/o glass – (Plastic) – 3 loads, 3.35

Revenue \$0.00

Expense \$58.63

Total Tonnage of Material taken away 142.82 tons

Tickets collected at Transfer Station \$1,500.00

Total Revenue from recycling \$1,035.71

Total Expenses from recycling \$1,494.96

Net Expense from recycling \$459.25

➤ Town Administrator:

- A complaint was received from Ken O'Keefe regarding a dumpster located at 172 Cote Road. White explained that the complaint alleges the property owner's husband is a building contractor and they have a dumpster at their residence, which has been there for about six months, that is used for debris from his business. O'Keefe believes this is a violation of the zoning ordinance. White will consult with Town Counsel before proceeding with any course of action.

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- White advised that the next Planning Board Meeting is scheduled for December 6, 2012 and the Conservation Commission will provide a briefing on the Wetlands Inventory Final Report if the Selectmen wish to attend.
- White informed that the School Board is having a public forum on Monday, December 3, 2012 from 6:00 – 6:30 pm with the regular School Board Meeting to follow at the Grantham Village School.
- An Agreement from the Town of New London was received for dispatching services for the FAST Squad. In an effort to save money and potentially provide better response times White is exploring the possibility to have the Town of Hanover dispatch the FAST Squad. The Town of Hanover's fee is approximately \$3,900.00. White will have Town Counsel review the agreements.
- A thank you and well & pump warranty information sheet was received from Wragg Brothers for the well they installed at the Recreation Park. White stated that she forwarded a copy to the Grantham Recreation Park Committee and the original will be placed in the property file.
- Notice was received from New Hampshire Interlocal Trust that the health insurance rates will not exceed an 8.8% increase and the final rate will be set in the spring.
- Notice was received from Primex that the property and Liability insurance rates will not exceed a 7% increase and the final rate will be set in the spring.
- Notice was received from Coalition Communities that Pat Remick, who has been the Coordinator for 12 years, will be leaving and taking a new job as Senior Communications Strategist and Writer for the Natural Resources Defense Council, a non-profit environmental group located in Washington, DC.
- Notice was received from Upton & Hatfield, LLP of a rate increase to \$195.00/hour for Attorney Mayer's services effective January 1, 2013.

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 5:35 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; and Police Chief Walter Madore

Following proper vote, the Board returned from Non-Public session at 5:55 pm.

A motion to seal the minutes of this non-public session was made by Selectman Jones; seconded by Selectman Story. ***Unanimously approved.***

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ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Story; **by unanimous vote, the Board adjourned at 5:56 pm.**

The next Selectmen's Meeting will be held on **Wednesday, December 12, 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