

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes February 13, 2013

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, February 13, 2013 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; and Fire Chief Jay Fountain

### PLEDGE OF ALLEGIANCE

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

### ADMINISTRATIVE

#### APPROVED:

- ✓ Payroll Manifest #385
- ✓ Accounts Payable Manifest #357
- ✓ Building Permits:
  - a. M/L 226-004-000; New Aldrich Road – Construction of New Home
  - b. M/L 236-028-000; 189 Stocker Pond Road - Garage
- ✓ Application for Elderly Exemption:
  - a. M/L 236-017-000; 2512 Stoney Brook Road
- ✓ MS-6 Budget of the Town FY 2014
- ✓ 2013 Town Warrant

### APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of January 23, 2013. A motion was made by Selectman Story to approve the regular and non-public meeting minutes of January 23, 2013 as written; seconded by Selectman Jones. **Unanimously approved.**

### CORRESPONDENCE

- Kristina Burgard: A letter was received from Kristina Burgard announcing that she is resigning from the Grantham Conservation Commission effective immediately. The Selectmen accepted Burgard's resignation and requested a thank you letter be sent for her service on the Grantham Conservation Commission.

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## OLD BUSINESS

- Maple Sugaring request on Smith Lot: A Licensing Agreement was approved for Jack Wallace to tap trees on the Smith Lot for the purpose of maple sugaring. The Grantham Conservation Commission will monitor this.
- Olde Farms Road Bridge #107/113: A contract was received from Erin Darrow, Right Angle Engineering, for engineering services in the amount of \$21,280.00. A motion to approve the contract and to withdraw \$21,280.00 from the Bridge Capital Reserve Fund for engineering services by Erin Darrow, Right Angle Engineering, was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

## NEW BUSINESS

- Grantham Capital Improvement Program Committee Appointment: A motion to appoint Paula Bresnick to the Grantham Capital Improvement Program Committee was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- Zoning Board of Adjustment Appointments: A motion to appoint Conrad Frey and Tanya McIntire to the Zoning Board of Adjustment was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

## DEPARTMENT/COMMITTEE REPORTS

- Town Clerk/Tax Collector Report:
  - Certified mail can now be sent via web based software using electronic signatures at a savings of \$1.20 per letter.
  - Notices of Delinquencies were mailed on January 28, 2013. The proposed lien date for non-payment of 2012 property taxes is 04/03/2013. The proposed deed date for non-payment of 2011 tax lien is June 4, 2013.
  - The unpaid balance for 2012 property taxes, as of January 15, 2013, is \$304,960.95.
  - Filing for offices started January 23, 2013 and ended February 1, 2013 for the following positions: Selectman, Planning Board, Town Clerk/Tax Collector, Cemetery Trustee, Trustee of the Trust Funds and two Library Trustees. Town Clerk/Tax Collector Rita Friedman is running for office.
- Fire Department – January Report:
  - Responded to 22 calls consisting of 8 EMS and 14 Fire/Rescue.
  - January training was reading smoke techniques, scene safety and apparatus placement.

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- Fire Chief Jay Fountain attended the Upper Valley Mutual Aid Meeting, the Kearsarge Mutual Aid Meeting and the Mid-Western Hazardous Materials Meeting.
- A member of the Fire Department graduated the state Fire Fighter Level I Training Program which is 212 hours of training. A second member is expected to graduate in March.
- Police Department – January Report:
  - Sergeant Parsons is teaching the D.A.R.E. program to the fifth grade students at the Grantham Village School.
  - There is a conditional offer of employment on two prospective candidates.
- Trustees of Trust Funds Report as of January 31, 2013: Report as of January 31, 2013 was reviewed.
- Town Administrator:
  - The Town Offices and Transfer Station will be closed Monday, February 18, 2013 for President's Day.
  - Meeting Schedule:
    - Grantham Conservation Commission Meeting February 18, 2012;
    - Zoning Board of Adjustment Meeting February 28, 2013;
    - Grantham Planning Board Meeting March 7, 2013;
    - Annual School District Meeting March 5, 2013 at 6:30pm;
    - Grantham Town Meeting March 12, 2013, Deliberative Session starting at 5:00pm.

## **NON-PUBLIC**

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 5:21 p.m. to discuss personnel matters. Present were: Chairman Warren Kimball, Selectman Ken Story, Selectman Constance Jones, Town Administrator Melissa White and Administrative Assistant Ann Jasper.

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

***Following proper vote, the Board returned from Non-Public session at 5:50 pm.***

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## ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; **by unanimous vote, the Board adjourned at 5:51 pm.**

The next Selectmen's Meeting will be held on **Wednesday, February 27, 2013** 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