

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes March 27, 2013

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, March 27, 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; Fire Chief Jay Fountain; Police Sergeant John Parsons; Conservation Commission Chair Richard Hocker; Emergency Management Director David Beckley and Phillip Schaefer

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE

APPROVED:

- ✓ Payroll Manifest #389
- ✓ Accounts Payable Manifest #362
- ✓ Memo to Treasurer; Reimbursement of \$2,897.15 to the General Fund from the Conservation Fund
- ✓ Building Permits:
 - a. M/L 223-026-000; 11 Fox Run - Electrical
 - b. M/L 222-216-000; 40 Road Round the Lake – Finish Basement
 - c. M/L 233-026-000; 120 Rte 10 South – Remodel Interior for Business
 - d. M/L 212-065-000; 35 High Pond Road – Vents, Re-Insulation
- ✓ Property Tax Refunds (due to overpayment):
 - a. M/L 216-193-000; 24 Butternut Road - \$11.41
 - b. M/L 211-049-000; Tall Timber Drive - \$7.09
 - c. M/L 215-061-030; 30 Bay Tree Lane - \$194.49
 - d. M/L 222-269-009; 30 Barn Owl Overlook - \$42.74
 - e. M/L 216-123-000; 21 Old Spring Drive - \$18.05
- ✓ MS-2 Report of Appropriations Actually Voted

APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular meeting minutes of March 13, 2013. A motion was made by Selectman Story to approve the regular meeting minutes of March 13, 2013 as written; seconded by Selectman Jones. **Unanimously approved.**

APPROVED

APPEARANCES:

- Phillip Schaefer: Phillip Schaefer asked the Selectmen to consider starting an open list serve which is different than the list serv that the Town currently has. He explained that the list serv he would like to see the town use is set up so that all emails are distributed to all subscribers. There must be a moderator to review all emails to make sure they fall within certain guidelines before being distributed. He stated that this would be a good way for residents to communicate such things as notices, items for sale, missing pets, opinions, etc. The Board of Selectmen agreed that if Mr. Schaefer or someone else wants to set up a separate list serve as a private endeavor that is not affiliated with the town, the town will put a notice on its current list serv notifying residents of the other list serv as long as there is a disclaimer that makes it clear that the Town is not connected with the new list serv in any way.
- Phillip Schaefer presented a Petition to consider forming a separate Village District signed by 12 Eastman Sewer Company users to the Board of Selectmen. Chairman Kimball requested Town Counsel be consulted.
- Richard Hocker: Conservation Commission Chair Richard Hocker presented a proposal to establish a Grantham Open Space Protection Plan to the Board of Selectmen. Hocker requested that the Selectmen read the proposal and if they are interested, the Conservation Commission is available to discuss the proposal.

On a separate matter, Chairman Kimball asked Hocker if there was an update regarding the town owned parcel on Anderson Pond Road. Hocker stated that Eastman Community Association is very interested in acquiring the parcel. Town Administrator White reported that she was in contact with Ken Ryder in December and they agreed to continue discussions in April. Chairman Kimball added that he would like to get started on the paperwork.

CORRESPONDENCE

- F. Robert Osgood: A letter was received from F. Robert Osgood stating some concerns he had about Town Meeting and calling the question during the discussion on the Wetlands Prime Designation Warrant Article. The Board of Selectmen will provide a written response to Mr. Osgood as requested.
- Merle Schotanus: A letter was received from Merle Schotanus announcing that he is resigning from the Grantham Conservation Commission effective March 31, 2013. The Board of Selectmen accepted Schotanus' resignation and requested a thank you letter be sent for his years of service on the Grantham Conservation Commission.
- Michele Daigle: A thank you letter was received from Michele Daigle expressing her sincere thanks to the Board of Selectmen for replacing her stolen Transfer Station ticket punch cards.

APPROVED

- David Wood: A notice was received from David Wood, a member of the Grantham Conservation Commission, informing that in 2012 the perambulation of Grantham's boundary with Croydon, Enfield and Springfield was conducted. In 2013 the Conservation Commission will be conducting Grantham's perambulation with Plainfield. Chairman Kimball expressed interest in going if possible.

OLD BUSINESS

- Olde Farms Road Bridge #107/113: A Memo was received from Bridge Engineer Erin Darrow stating that the Wetland Delineation and Site Survey is complete, the design of the new bridge is almost complete and the request for proposals will be in the Valley News and the Union Leader on March 28, 2013. White added that it will also be posted on the Local Government Center and Construction Summaries websites. White explained that there will be a mandatory pre-bid on site meeting on April 9, 2013 at 2:00 PM. The Highway Department will attend this meeting. White stated that the deadline for proposals is April 24, 2013 and they will be opened at the Selectmen's Meeting that night. White added that April 24 – May 8, 2013 will be reserved to review the proposals so a decision can be made at the Selectmen's Meeting on May 8, 2013, with an estimated start time the last week in June 2013.

NEW BUSINESS

- Shoreline Protection Cutting Plan: M/L 215-112-000; 21 Granite Way: A motion to approve the Shoreline Protection cutting Plan at 21 Granite Way as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- Shoreline Protection Cutting Plan: M/L 236-028-000; 189 Stocker Pond Road: A motion to approve the Shoreline Protection cutting Plan at 189 Stocker Pond Road as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved**

DEPARTMENT/COMMITTEE REPORTS

- Transfer Station – February Report:

Solid Waste – 6 runs with total tonnage of 60.75
Construction Demolition Debris – 3 runs, total 12.61 tons
Glass – 1 load, 1.9286 tons, Revenue \$221.79
Fibers – Mixed Loose (Paper) – 2 loads, 9.46 tons
Revenue \$468.80
Expense \$500.00
Comingle – w/o glass (Plastic) – 2 loads, 2.41 tons
Revenue \$ 0.00
Expense \$42.18

Total tonnage of material taken away 94.4686 tons

APPROVED

Tickets collected at Transfer Station \$440.00

Total Revenue from recycling \$690.59

Total Expenses from recycling \$710.31

Net Expense from recycling \$ 19.72

➤ Town Clerk/Tax Collector's Report – March 20, 2013:

- Town Clerk/Tax Collector Rita Friedman will be cataloging items in the vault to make it easier to locate records.
- The Town Clerk and Deputy Town Clerk will attend training for boat registration. After completion, residents will be notified that boats can be registered in the Town of Grantham.
- Revenues from Town Clerk 07/01/12 – 3/20/13: \$ 398,694.00
Revenues from Tax Collector 07/01/12 – 03/20/13: \$6,857,353.00
The outstanding balance for 2012 property tax is: \$ 122,028.00

➤ Town Administrator:

- White reported that President Obama declared New Hampshire a disaster for the February 8 – 10, 2013 snow storm event; that Emergency Management Director David Beckley is working on submitting the forms for the town to see if Grantham qualifies for any reimbursement.
- White informed that on Monday, April 1, 2013 at 10:00am, there will be a swearing-in ceremony for the two new police officers that the Selectmen can attend.
- Meeting Schedule:
 - The Zoning Board of Adjustment meeting in March was cancelled;
 - The Trustees of the Trust Funds meet Tuesday, April 2, 2013 at 1:00pm;
 - The Planning Board meets Thursday, April 4, 2013 at 7:00 pm;
 - The Conservation Commission meets Monday, April 15, 2013 at 7:00;
 - The Library Trustees meet Wednesday, April 17, 2013 at 5:30pm.

OTHER

Chairman Kimball stated that Sergeant Parsons requested a couple signs for the school bus stop at the end of Burpee Hill Road. Sergeant Parsons explained that one should be placed just north by Draper Road and another further south by Olde Farms Road. Parsons reported that it is not a well-lit area.

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 6:03 p.m. to discuss a personnel

APPROVED

matter. 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 6:33 pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Chairman Kimball; **by unanimous vote, the Board adjourned at 6:34 pm.**

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