

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes October 9, 2013

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 9, 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; Fire Chief Jay Fountain, Conservation Chair Dick Hocker, CIP Members Bob MacNeil and Pat MacNeil

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White

### **ADMINISTRATIVE - APPROVED**

- ✓ Payroll Manifest #404
- ✓ Accounts Payable Manifest #384
- ✓ MS-1 and MS-5
- ✓ Building Permits:
  - a. M/L 225-104-000; 40 Troon Drive – Garage

### **APPROVAL OF MINUTES**

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of September 25, 2013. Town Administrator White requested one correction on page 3 of the regular meeting minutes, under Non-Public, the motion to go into Non-Public should reflect RSA 91-A:3 section II-b and RSA 91-A:3 section II-e. A motion to approve the regular meeting minutes of September 25, 2013 as amended and the non-public minutes of September 25, 2013 as written was made by Selectman Story; seconded by Selectman Jones. ***Unanimously approved.***

### **CORRESPONDENCE:**

- Town of Warner: A notice of regional impact was received from the Town of Warner Zoning Board regarding a special exception for a cell tower.
- Carl Hanson: A letter was received from Carl Hanson resigning his position as Town Moderator.
- Town of Sutton: A notice of regional impact regarding a cell tower was received from the Town of Sutton Planning and Zoning Land Use Office informing of a public hearing that was held on October 8, 2013.
- Sullivan County Treasurer: A letter was received from the Sullivan County Treasurer informing that the county taxes are due by December 17, 2013 in the amount of \$1,449,314.00. Selectman Jones noted that this amount is \$30,865.00 less than last year.

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- Sullivan County Nutrition Services: A thank you was received from Sullivan County Nutrition Services thanking the town for the appropriation of \$200.00 to their nutrition program. The thank you stated that our continued support helps many local homebound seniors.

## **OLD BUSINESS**

- Conservation Commission Open Space Committee: White said she has been in contact with two people from the general public who might be interested in addition to Allen Wilson. She added that one committee member from both the Conservation Commission and the Planning Board is still needed.
- Olde Farms Road Bridge: White reported that she sent a letter to Mike Hansen of Hansen Construction LTD informing him that the town will not be replacing the Olde Farms Road Bridge this winter and asked him to let us know if he will be available next summer and is awaiting a response.

## **NEW BUSINESS**

- Shoreline Protection Cutting Plan – Eastman Lot EL1: A motion to approve the Shoreline Protection Cutting Plan at Eastman Lot EL1 as recommended by the Grantham Conservation Commission was made by Selectman Story; seconded by Selectman Jones. ***Unanimously approved.***

Chairman Kimball stated that the Board of Selectmen greatly appreciates the work that the Grantham Conservation Commission does on all of the submitted Shoreline Protection Cutting Plans.

- Meadowsend Timberlands Ltd: White reported she met with Dick Hocker regarding a Forestry Services Agreement from Meadowsend Timberlands Ltd. for forestry services on the Smith Lot which is on Miller Pond Road. This is in conjunction with a forestry plan that the Grantham Conservation Commission approved in October 2010. White explained if this is approved, they would create a log yard this winter and develop skidder trails that are accessible from the log yard. The goal is to provide a parking spot off Miller Pond Road and trails to the old Fisher Homestead and cemetery and to promote more recreational use of the parcel. The project is anticipated to last about one month. White stated the only concern is how the logs will be taken off the lot and to be sure they stay within the weight limit of the bridge and that we must have this information before signing the Agreement.

## **DEPARTMENT/COMMITTEE REPORTS**

- Highway Department:
  - Approximately 600 feet of road fabric was installed on Miller Pond Road from Bridge Lane to just above 508 Miller Pond Road. Four inches of crushed gravel was spread, vibratory rolled and sprayed with liquid calcium chloride.

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➤ Fire Department – September Report:

- Responded to 18 calls consisting of 6 EMS and 12 Fire/Rescue.
- Chief Fountain attended the Mid-Western Hazardous Materials meeting in Enfield and the Kearsarge Mutual Aid meeting in Bradford. The Grantham Fire Department hosted the Upper Valley Mutual Aid meeting in September, which was well attended.
- Chief Fountain and Deputy Chief Beckley attended a FEMA Assistance to Firefighters Grant Workshop held at the Hartford, VT Fire Department.

➤ Police Department – September Report:

- Officers Gamble and Titorenko graduated from the 161<sup>st</sup> Police Training Academy on Friday, September 13<sup>th</sup> and have started the field training program.
- Chief Madore attended a cruiser show in conjunction with the Town of Newport Kar-Nutz Club on October 9<sup>th</sup>. All but one agency in Sullivan County was represented.

➤ Trustees of the Trust Funds – As of October 3, 2013: Report as of October 3, 2013 was reviewed.

➤ Town Administrator:

- The MS-1 and MS-5 have been completed and sent to the NH Department of Revenue Administration. The NH Department of Revenue Administration has sent out a press release stating that tax rates have been delayed until the Department of Education can finalize the Average Daily Membership and Attendance (ADMA) calculations and the State Adequacy Aid and they hope to have this done in the near future.
- The annual Health and Safety Fair and Flu Shot Clinic will be held on Saturday, October 12, 2013 from 9:00am – 12:00pm at the Fire Department. This event is being held in conjunction with the Fire Department's annual Open House.
- The Town Clerk/Tax Collector's office will be closed on October 22 and 23, 2013 for the annual Tax Collector's training conference.
- The Activities and Athletics Departments will have their annual Haunted Pumpkin Festival on October 26, 2013 at the School starting at 5:00pm.
- The annual town wide trick or treat will be on Halloween, October 31, 2013 from 5:30pm to 7:30pm.

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- Meeting Schedule:
  - The Zoning Board Meeting for October has been cancelled;
  - The Grantham Conservation Commission Meeting is scheduled on Monday, October 21, 2013 at 7:00pm.

## **OTHER**

Bob MacNeil, member of the CIP Committee, asked what the protocol is for the CIP Committee. White said she will forward the information to them.

## **NON-PUBLIC**

In accordance with RSA 91-A:3 section II-b and RSA 91-A:3 section II-e, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 5:34 p.m. to discuss a personnel matter and a legal matter. Present were: Chairman 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 5:47 pm.***

## **ADJOURNMENT**

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 5:48 pm.***

The next Selectmen's Meeting will be held on **Wednesday, October 23, 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