

# APPROVED

## Town of Grantham – Board of Selectmen - Meeting Minutes March 19, 2014 (Postponed from March 12, 2014 due to snow storm)

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, March 19, 2014 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 C. Peter James

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White

### **ADMINISTRATIVE – APPROVED**

- ✓ Payroll Manifest #416 & #417
- ✓ Accounts Payable Manifest #401 & 402
- ✓ Department of Revenue Administration; 2014 MS-232
- ✓ State of New Hampshire, Division of Emergency Services and Communications:
  - ✓ Data Release Agreement
  - ✓ Data Capture Acceptance Letter
- ✓ CAI Technologies GIS Services Maintenance Agreement
- ✓ Property Tax Abatements:
  - Approved:**
    - ✓ M/L 214-007-000; 25 Catamount Road – \$785.88
    - ✓ M/L 237-006-000; 411 Route 10 South - \$19.00
  - Denied:**
    - ✓ M/L 226-011-000; 485 New Aldrich Road
    - ✓ M/L 225-018-000; 27 Allens Drive
    - ✓ M/L 216-201-000; 8 Butternut Road
- ✓ Property Tax Refunds (due to overpayment)
  - ✓ M/L 216-193-000; 24 Butternut Road - \$6.27
  - ✓ M/L 215-104-000; 7 Granite Way - \$9.48
  - ✓ M/L 211-031-000; 56 Beech Ridge Road - \$45.26
  - ✓ M/L 211-019-000; 21 Tall Timber Drive - \$69.41
  - ✓ M/L 215-131-000; 49 Bright Slope Way - \$8.30
  - ✓ M/L 213-108-000; 35 Shore Road - \$18.52
  - ✓ M/L 222-244-000; 1 Hummingbird Hill - \$5.39
  - ✓ M/L 215-061-030; 30 Bay Tree Lane - \$18.66
  - ✓ M/L 216-042-000; 156 Burpee Hill Road - \$3,440.00
  - ✓ M/L 222-025-000; 3 Draper Mill Road - \$5.41
  - ✓ M/L 213-014-000; 1 Auburn Brae - \$52.90
  - ✓ M/L 233-064-000; 50 Longwood Drive - \$10.59

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- ✓ Building Permits:
  - ✓ M/L 233-026-000; 120 Route 10 – Update Drive-up Lanes
  - ✓ M/L 225-053-032; 32 Niblick Lane – Remodel Bathroom
  - ✓ M/L 222-041-000; 18 Fernwood Lane – Remodel Kitchen
  - ✓ M/L 226-021-000; 249 Route 10 North – Remodel

## **APPROVAL OF MINUTES**

A motion to approve the regular and non-public meeting minutes of February 26, 2014 as written was made by Selectman Jones; seconded by Selectman Story. ***Unanimously approved.***

## **OLD BUSINESS**

- Al Smith Road and Hastings Hill Road Name Change and Renumbering: Chairman Kimball asked Town Administrator White if she has received any response or comments regarding the proposed road name change. White said she received one phone call from Shannon Hastings Fox who was not in favor of the road name change but has not received anything in writing from her.

***The Board of Selectmen stated they will make a decision at the next Board of Selectmen meeting to be held on Wednesday, March 26, 2014.***

- Olde Farms Road Bridge: White reported that she contacted Mike Hansen of Hansen Construction LTD to let him know that he can stockpile material for the bridge replacement. She said Hansen is planning to start work on the bridge on the Monday following the last day of school.

White added she also contacted Michie Corporation and reported they are still on schedule to deliver the bridge in June.

- Highway Garage Lights: Chairman Kimball advised that he spoke with Road Agent Jeff Hastings about the lights in the Highway Garage. Kimball said he can replace the lights with an LED unit which is less costly to run and the light bulbs last longer. He suggested replacing two units initially to see how well they work. Everyone agreed that is a good idea. White will inform Hastings.

## **NEW BUSINESS**

- Planning Board Appointment: A motion to appoint Thain Allan as an alternate member of the Planning Board was made by Selectman Story; seconded by Selectman Jones. ***Unanimously approved.***

## **DEPARTMENT/COMMITTEE REPORTS**

- Police Department – February Report:
  - Chief Madore reported that both of the new Officers have attended the three day Active Shooter Training sponsored by the NH State Police. Chief Madore explained that the first day of the training is on the Shooting Simulator at Primex and the other two days comprise of working as a team with other Officers. He said all Officers in his department will attend this training as schedules allow. Chief Madore added that

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there is a new program called COPsync911 which is a real-time threat alert system that is geared toward schools. He said the program is installed on all computers in the school. He said if under a potential threat, a teacher or any school staff can click on an icon on a computer to open a real-time connection with local law enforcement officers in the area which comes through their mobile data terminals. He said any officer in the area will get an immediate alert so they can be on route before dispatch gets the call. He reported that this program is currently being tested in a town in New Hampshire to see how it works.

- Chief Madore and Chief Julian, Springfield Police Department, met with the Eastman Security Steering Committee on February 20, 2014 to discuss ways to improve interaction between the departments and the roles of security. Chief Madore reported there are no issues with the interactions between the Police Department and ECA Security.
  - Sergeant Parsons attended training at the US Attorney's office on February 27, 2014 which was geared toward school resource officers on Violence Prevention through Media Literacy.
  - The Department received training conducted by Captain Andrew White of the Lebanon Fire Department on February 27, 2014 regarding IFAK/Trauma.
- Trustees of the Trust Funds – As of March 2, 2014: Trustees of the Trust Funds Report as of March 2, 2014 was reviewed.
- Highway Department: Road Agent Jeff Hastings was able to utilize the State's Contract for pricing for the purchase of the new plow truck which saved \$2,000.00.
- Town Administrator
- Activities Director Jamielynn Garland attended the Risk Management for Recreational Professionals Program on March 6, 2014 at Primex.
  - Clint Bean, the Town's representative from UVLSRPC Transportation Advisory Committee, notified White that Nate Miller has been named the new Executive Director of the Commission to replace Christine Frost. Frost has moved on to head the North Country Council.
  - The Grantham School Board will be hosting a Community Coffee and Chat on Tuesday, March 25, 2014 from 8:30am – 10:30am in the multipurpose room at the school.
  - White met with Peter Guillette who will be moving to Grantham at the end of April. He has an interest in Planning Board and has met with Carl Hanson. White said Guillette can be appointed as an alternate on the Planning Board once he has established residency here. He has also expressed interest in the CIP Committee.

Selectman Jones advised that it is time for the CIP Committee to do a full evaluation for the next 6 years. She noted that more members will be needed.

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Selectman Jones also recommended meeting with the School Board in the near future as a nice gesture. She said the School Board and Selectmen used to meet a few times a year and would like to start doing that again. Chairman Kimball and Selectman Story agreed. White will coordinate a meeting.

- Upcoming Meetings:
  - The Zoning Board of Adjustment meeting scheduled on March 27, 2014 has been cancelled.
  - The Conservation Commission meets Monday, March 24, 2014 at 7:00pm.

## OTHER

A motion to elect Selectman Warren Kimball as Chairman of the Board of Selectmen was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

## NON-PUBLIC

In accordance with 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 5:23pm to discuss legal matters. 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 5:52 pm.***

## ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Story; ***by unanimous vote, the Board adjourned at 5:53 pm.***

The next Selectmen's Meeting will be held on **Wednesday, March 26, 2014** 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