

# APPROVED

## Town of Grantham Board of Selectmen - Meeting Minutes October 22, 2014

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 22, 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 A. Madore, Sr.; and Robert Lewis

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White

### **ADMINISTRATIVE - APPROVED**

1. Payroll Manifest #434
2. Accounts Payable Manifest #425
3. Building Permits:
  - M/L 220-030-000; 455 Walker Road – Screen Porch Addition
  - M/L 220-019-000; 179 Walker Road – Replace Generator
  - M/L 236-059-000; Stocker Pond Road – New Home Construction
  - M/L 237-054-001; Split Rock Road – New Home Construction

### **APPROVAL OF MINUTES**

A motion to approve the regular and non-public meeting minutes of October 8, 2014 as written was made by Selectman Jones; seconded by Selectman Story. ***Unanimously approved.***

### **CORRESPONDENCE:**

- Robin Robicheau/Faye Grearson: A thank you was received from the Upper Valley Young Adult Home School Club for allowing them use of Town Hall for an event the teens coordinated. Many Grantham parents are part of this club and the teens brought food items for to the Grantham Food Pantry.
- Grantham Village School: A thank you was received from Grantham Village School Principal Heather Cantagallo for the use of Town Hall for their offsite evacuation drill on Tuesday, October 14, 2014. She stated “We are so fortunate to have the support of our municipality and appreciate the partnerships we have in place to ensure the safety of our staff and students”.

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- Doris Dufresne: An email was received from Doris Dufresne commenting how greatly impressed she was by the Scarecrows and Halloween displays as they traveled through Grantham.
- Town of Hanover: A Notice of Regional Impact was received from the Town of Hanover Planning and Zoning Department regarding a wireless communication tower on Moose Mountain in Hanover.

## OLD BUSINESS

- Olde Farms Road Bridge: No new information.
- Stocker Brook Realty, LLC, 631 Route 114; M/L 236-010-000: Town Counsel has filed the Complaint with the Superior Court.

## NEW BUSINESS

- Shoreline Protection Cutting Plan; M/L 215-110-000; 19 Granite Way: A motion to approve the Shoreline Protection Cutting Plan at 19 Granite Way as recommended by the Grantham Conservation Commission was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

## DEPARTMENT/COMMITTEE REPORTS

- Athletics: Recreation Director Googins and Town Administrator White met with David Armstrong, who organizes the Grantham/New London Adult Softball League, at his request to discuss the feasibility of the League falling under the umbrella of Grantham Athletics. White informed that the League uses the ball field every weekend from April – August, charging each team \$250.00, and they do not pay a fee for use of the field. The Selectmen felt that the Grantham Athletics Department does not have the ability to provide adult programs at this time.
- Police Department: Police Chief Madore informed that he has applied for a grant under the New Hampshire Emergency Management Performance Grant in conjunction with the SAU for an emergency notification system called COPsync911. He explained that this is a computer based software program that would be installed on all of the computers in the school, the laptops in the police cruisers, the police station and that it also has smart phone notification capability. Once in place, any teacher or staff member of the school can click the icon on his/her computer and type in an emergency event that is taking place which will immediately alert all other staff (via their computer), the laptops in the cruisers, the police station and anyone with smart phone notification setup of what is happening. Madore stated this is designed to cut down on response times and also to give live updates, for instance, if the school is in lockdown and a teacher sees something reportable, that teacher can report the details and location via this system. He added that the State and Homeland Security support this program and there are grant monies for it.

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Madore reported the total amount of the grant is \$2,640.00, broken down as follows:

- \$1,200.00 per campus (school);
- \$600.00 - one-time installation fee (school);
- \$840.00 - \$120.00 per offsite install (Police Department and cruisers);

He added this also requires an in-kind match for \$1,320.00.

A motion to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$2,640.00 for the purchase of the School Emergency Notification System Project and acknowledge that the Town/SAU will be responsible for a 50% match in the amount of \$1,320.00 and to authorize Town Administrator Melissa White to sign on behalf of the Town of Grantham Board of Selectmen was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

## ➤ Town Administrator

- The Flu Shot Clinic and Health and Safety Fair was held on October 11, 2014. The Lake Sunapee VNA gave 76 Flu Shots.
- The town wide trick-or-treat will be October 31, 2014 starting at 5:30pm.
- The Town Clerk/Tax Collector's office will be closed on November 4, 2014 for the General Election.
- The Town Offices will be closed on November 11, 2014 for Veteran's Day.
- The second Board of Selectmen meeting in November will be held on Monday, November 24, 2014 due to the Thanksgiving holiday.
- White informed that the Planning Board minutes of October 2, 2014 state they want the Selectmen to help appoint a Committee to work on an update for the Master Plan. White said she emailed Carl Hanson, Chair of the Planning Board for more clarification and also contacted Nate Miller of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) for help. She continued that once a committee is established, the UVLSRPC can work with the committee and the type of survey to be sent. A very rough estimate for the survey was \$8,000.00 - \$10,000.00 and a very rough estimate to complete the Master Plan was an additional \$10,000.00 - \$20,000.00. White is waiting to hear back from Miller.
- Upcoming Meetings:
  - The CIP meeting is Thursday, October 23, 2014 at 1:00pm
  - The Zoning Board meeting has been cancelled for October.
  - The Open Space Committee meeting is Thursday, November 6, 2014 at 8:30am.
  - The Planning Board meeting is Thursday, November 6, 2014 at 7:00pm.

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- The Trustees of the Trust Funds meeting is Tuesday, November 11, 2014 at 1:00pm.
- The Conservation Commission meeting is Monday, November 17, 2014 at 7:00pm.

## **NON-PUBLIC**

In accordance with RSA 91-A:3 section II- a and e, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 5:37pm. 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 6:08 pm.***

## **ADJOURNMENT**

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 6:32 pm.***

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