

APPROVED

Town of Grantham Board of Selectmen - Meeting Minutes January 14, 2015

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, January 14, 2015 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.; Fire Chief Jay Fountain; Conservation Commission Chair Sheridan Brown; Conservation Commission Members Richard Hocker and David Wood; SAU #75 Superintendent Jacqueline Gillette; George Decker; Merle Schotanus; Helen Schotanus; and C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE - APPROVED

- Payroll Manifest #439-441
- Accounts Payable Manifest #431-434
- Notice of Intent to Cut Wood or Timber
 - M/L 241-007-018; Shedd Road
- Property Tax Refunds (due to overpayment)
 - M/L 215-148-000; 8 Sugar Hill Road - \$15.42
 - M/L 237-012-000; 615 Route 10 South - \$54.00
 - M/L 212-035-000; 41 Butternut Road - \$3,001.05
 - M/L 212-029-000; 33 Butternut Road - \$2,660.85
 - M/L 213-093-000; 6 Finch Place - \$43.41
 - M/L 232-002-000; 531 Dunbar Hill Road - \$27.00
- Building Permits:
 - M/L 241-004-000; 29 Cote Road - Remodel Second Floor
 - M/L 211-052-000; 208 Tall Timber Drive - Demolition
 - M/L 211-050-000; 216 Tall Timber Drive - Demolition

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of December 10, 2014 as written was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

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APPEARANCES

- Merle Schotanus: Merle Schotanus informed that the Grantham Mountaineers BMSD (Blue Mountain Snow Dusters) Prouty Team are seeking Select Board endorsement of the following proposed project that would work through the Grantham Village School and proposes to involve the Grantham Recreation Department:
 - The Grantham Mountaineers BMSD (Blue Mountain Snow Dusters) Prouty Team would like to team up with the Grantham Village School and the Grantham Recreation Department to launch a new program for Grantham Village School grades three through six known as the Grantham Prouty Scholars Program. This program would recognize and honor three students from each grade who have achieved high honors in Humanities, STEM (Science, Technology, Engineering, Mathematics), and athletics curriculums. The honor students would become members of the Mountaineers, be honored at a Grantham Village School sponsored event and participate with the team in the Grantham Old Home Day festivities on July 4th and the Prouty on July 10-11, 2015.

Schotanus added that they were not asking for any money. Selectman Jones asked Schotanus what would be required from the Grantham Recreation Department. Schotanus replied helping to coordinate the program which would be more defined as they go along.

Selectman Story asked Schotanus why the town's endorsement was important. Schotanus stated the Grantham Recreation Department wanted to be involved. Town Administrator White stated that both Athletics Director Marsha Googins and Activities Director Jamielynn Garland had reported to her that they were asked to be involved and were unsure of what the proposed role of the Grantham Recreation Department would be.

Selectman Jones asked Superintendent Gillette for her input. Gillette apologized for the lateness of this request as she was away over the holidays. Gillette explained that School Board Chair Bob McCarthy informed her, while she was away, he had met with Merle Schotanus to discuss creating town wide support for the scholars in the Grantham School while at the same time supporting the Blue Mountain Snow Dusters. She said the idea is to let the community know that we are all working together towards a common cause; 1) to create community, 2) to support the Prouty and 3) to honor our scholar athletes in the areas of humanities, the STEM initiatives and athletics. She added this would be another way to show that the town and the school are working together. Gillette said that they (Grantham Mountaineers BMSD Prouty Team) will be asking the School Board in February for endorsement also.

Selectman Jones stated that the town has never done anything like this before, endorse a private organization, and asked if this would be setting a precedent for other organizations who might seek endorsement from the town for their promotions. Schotanus said he didn't believe so because there is no fund raising involved. Selectman Jones stated that she would like to meet with Superintendent Gillette to find out more about how this program is going to work.

Chairman Kimball advised Schotanus that the Board would like to meet with both Athletics Director Marsha Googins and Activities Director Jamielynn Garland before

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making a decision. Schotanus emphasized that this is time sensitive and would like an answer as soon as possible as he has to have a press release prepared before January 23, 2015. White advised that the Board of Selectmen are meeting January 21, 2015 at 4:30pm for the purpose of opening bids regarding the Olde Farms Road Bridge replacement project and she could add this to the agenda. White added she will also set up a meeting to meet with Merle and Helen Schotanus to get more information prior to January 21, 2015. Schotanus agreed.

- David Wood: Conservation Commission Member Dave Wood informed that the Commission would like to request funding to build a pedestrian bridge across Skinner Brook in the newly enlarged Brookside Park. Wood said he had a trail master look at the site and the proposed location for the bridge was one that spans 40 feet a little bit north of the existing parking lot. Wood advised that there are two options for the bridge: 1) to fell three 12" diameter hemlocks in the early spring, strip them of bark, let them dry for a month, coat with a preservative, wait a few weeks and haul into location with the help of volunteers; or 2) buy a Bailey bridge. Wood obtained a quote in the amount of \$6,513 for the Bailey bridge. Wood added that the Commission would like to build trails once that parcel of land across the brook is accessible.

Selectman Jones asked if the pedestrian bridge would be wide enough for ATV's. Wood said it could be but that the purpose of the bridge would be for pedestrians. Dick Hocker added that the parcel of land is not really big enough to accommodate ATV's.

Selectman Story asked about the timing of this and if it must be put in the budget for this coming town meeting or if we can take more time to do more research and decide how to proceed. Conservation Commission Chair Sheridan Brown advised that there is a program called the Recreational Trails Program that would provide up to 80% of the cost of the bridge, however, this proposal came about after the window closed in November for solicitations. He said it will come around again next November and urged the Selectmen to look into those possibilities to leverage town funds rather than making an appropriation the first stop. Brown emphasized that there is a good opportunity to secure the grant money and combine only a 20% match of town funds with which in-kind labor is also accepted as part of the 20% match. He added that those grants range up to \$50,000.00 and that there is an opportunity to package some of the cost of the trail improvements with the cost of the bridge. White asked if the grant was secured how soon the funds would be available. Brown said he believes it's a very quick turnover and will look into it.

Chairman Kimball asked if the Conservation Commission would come up with a figure for the 20% the town would need to appropriate at town meeting. There was discussion as to the pros and cons of the two bridge options and costs. Wood gave a detailed explanation of what building the rustic bridge would entail including the size and weight of the trees needed. Wood said the challenge would be putting the bridge in place over the 40 foot span. Resident C. Peter James asked if the trees would be any heavier than a creosote-soaked utility pole which come in lengths up to 100 feet and said a 40 foot pole is standard length. Wood said that option should be explored. Brown said the Commission will come up with a figure for the 20% match for town meeting.

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CORRESPONDENCE

- State of New Hampshire Department of Revenue Administration: Notice was received from the State of New Hampshire Department of Revenue Administration informing that the Education Tax Warrant for tax year 2015 is \$1,136,603.00 pursuant to RSA 76:3.
- Mascoma Valley Health Initiative: Notice was received from the Mascoma Valley Health Initiative of their annual meeting to be held Thursday, January 22, 2015 from 5:00 – 7:00pm at the Dwinell Room at Harvest Hill, Alice Peck Day Memorial Hospital.
- PretiFlaherty: A letter was received from PretiFlaherty Law Firm informing that they are offering a course on Planning and Zoning Laws in New Hampshire.
- United States Marine Corps Reserve: A Certificate of Appreciation was received from the United States Marine Corps Reserve for support of their Toys for Tots program.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): Notice was received that a draft of the UVLSRPC's Regional Plan was posted on their website. Public comments are due to the Commission by 4:00pm on Monday, February 16, 2015. A Public Hearing on the plan is scheduled for Wednesday, February 18, 2015 at 6:00pm at Grantham Town Hall. White said she received an email from Clint Bean, Grantham's Representative to the Transportation Advisory Committee, informing that he will look at the Plan and advise if he sees anything of interest or that will affect Grantham.
- Upper Valley Hawks; Pop Warner Football/Cheerleading Organization: A letter was received from the Upper Valley Hawks; Pop Warner Football/Cheerleading Organization, a non-profit organization that provides football, cheerleading and dance programs, asking permission to use Grantham Recreation fields for football practice five days a week from August 1st – September 1st and then switch to two days a week for September and October. White said she hasn't yet had a chance to talk to Recreation Director Marsha Googins about this.

OLD BUSINESS

- Olde Farms Road Bridge: White advised that the bids will be due Wednesday, January 21, 2015 by 4:30pm and will be opened at a Board of Selectmen meeting immediately following.

NEW BUSINESS

- Refund Interest on 2014 Property Tax Payment: M/L 213-047-000; 50 Anderson Pond Road: A request was received from Town Clerk/Tax Collector Rita Friedman to refund interest paid in the amount of \$38.46 on a property tax payment by Michael Holdowsky due to the fact that he mailed his payment in time but postal service error prevented it from arriving on time.

A motion to refund \$38.46 to Michael Holdowsky was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

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- Shoreline Protection Cutting Plan: M/L 222-138-000; South Shore 1 Condominium Association: A motion to approve the Shoreline Protection Cutting Plan for South Shore 1 Condominium Association in Eastman as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

It is noted in the recommendation letter from David Wood and Laura Nagy, Grantham Conservation Commission Members: "In addition, the plan recommends removing numerous seedlings of less than 1" in diameter from the same area. In our opinion, the recommended actions are appropriate. It should be noted, however, that the recommendation is inconsistent with the criteria of the Shoreland Water Quality Protection Act effective August, 2013 (SWQPA). The inconsistency results from the existence of a wide service road that cuts across the 50 foot buffer zone and a kayak rack within it. Because of these cleared areas, the buffer fails to achieve the mandated score. Under these circumstances, SWQPA states that no vegetation can be removed; however, because the vegetated area is overgrown, low vigor plants are competing with healthy, desirable trees. Laura French has communicated the problem to the NH DES and has received a response supporting her recommendation to remove some undesirable specimens to improve the growth of more desirable trees."

- Overweight Permit Application for Miller Pond Road Bridge #105/128: An Overweight Permit Application for Miller Pond Road Bridge #105/128 was received in conjunction with two Demolition Permits submitted for 208 and 216 Tall Timber Drive owned by Michael Novak. The Application states that trucks weighing approximately 45,000 pounds and approximately 10 loads would be needed to remove the demolition debris.

The Board of Selectmen approved the two Demolition Permits but note that the 15 ton weight limit of the bridge must be adhered to when removing the demolition debris.

A motion to deny the Overweight Permit Application for Miller Pond Road Bridge #105/128 submitted for the purpose of removing demolition debris from 208 and 216 Tall Timber Drive was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

DEPARTMENT/COMMITTEE REPORTS

- Police Department – December 2014 Report:
- All Department members reviewed the Communicable Disease and Isolation Quarantine presentation provided by the Department of Health and Human Services.
 - The Department completed the classroom portion of the annual firearms training requirement on December 1, 2014.
 - Taser re-certification was completed on December 18, 2014.
 - Chief Madore met with the employees at Sugar River Bank to review their policies and discuss response procedures regarding bank alarms on December 18, 2014.

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- Police activity on Christmas and New Year's Eve was uneventful.
- Town Clerk/Tax Collector New Hours effective February 2, 2015:
 - The Town Clerk/Tax Collector will have new evening hours effective February 2, 2015:
 - **PLEASE NOTE THE ONLY CHANGES ARE TUESDAY AND WEDNESDAY EVENING HOURS:**
 - Monday 8:00am – 5:00pm
 - **Tuesday 8:00am – 7:00pm**
 - **Wednesday 8:00am – 7:00pm**
 - Thursday 8:00am – 12:00pm, 1:00pm – 5:00pm
 - Friday 8:00am – 12:00pm, 1:00pm – 4:00pm
- Trustees of the Trust Funds – As of January 2, 2015: The Trustees of the Trust Funds Report as of January 2, 2015 was reviewed.
- Town Administrator
 - Filing period for Town Offices begins January 21, 2015 and closes on January 30, 2015. The office will be open on the last day of filing until 5:00pm.

The following positions will be open:

Selectman	3 year term
Planning Board	3 year term
Planning Board	3 year term
Trustee of the Trust Funds	3 year term
Cemetery Trustee	3 year term
Trustee of the Dunbar Free Library	3 year term
Trustee of the Dunbar Free Library	3 year term
Supervisor of the Checklist	6 year term

Applications and position descriptions are available at the Town Clerk's office Monday-Thursday: 8:00am-5:00pm, Friday: 8am-4pm and Tuesday and Wednesday evening: 6:00pm 8:00pm. Please note that the office is closed from 12:00-1:00 on Thursday & Friday.

The Annual Town Meeting and Election of Town Officers will be on March 10, 2015. Polls are open 10:00am-7:00pm. Town Meeting starts at 5:00pm.

- The Town Offices and Transfer Station will be closed on Monday, January 19, 2015 for Martin Luther King, Jr. Day.
- The Upper Valley Lake Sunapee Regional Planning Commission completed the Culvert Inventory for Grantham which identifies where all of the culverts are on town roads along with priority rating. The Planning Commission secured a 50% grant from the State for this project.

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- Upcoming Meetings:
 - The Conservation Commission meeting is Monday, January 26, 2015 at 7:00pm.
 - The Zoning Board has been moved to Thursday, January 29, 2015 at 7:00pm.

OTHER

- Conservation Commission Chair Sheridan Brown informed that he reached out to Merle Schotanus and the Blue Mountain Snow Dusters about the possibility of grooming some cross country trails if a suitable place was found and asked the Board if they would be receptive to doing that at Recreation Park as long as there is enough of a snow base. The Selectmen felt it was a wonderful idea. White suggested Brown meet with the Grantham Recreation Committee
- Town Administrator White informed the Board that she made some adjustments to four lines in the proposed budget.

NON-PUBLIC

In accordance with RSA 91-A:3 section II- a, a motion was made by Selectman Jones, seconded by Selectman Story to enter into a Non-Public session at 6:32pm. 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 6:37 pm.

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Story; ***by unanimous vote, the Board adjourned at 6:43 pm.***

The next Selectmen's Meeting will be held on **Wednesday, January 21, 2014** at 4:30pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant