

Approved

Town of Grantham Board of Selectmen - Meeting Minutes February 11, 2015

The regular meeting of the Board of Selectmen was called to order at 5:07pm on Wednesday, February 11, 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; Fire Chief Jay Fountain; Susan Schweizer; Steve Ozment; and C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE – APPROVED

- Payroll Manifest #443
- Accounts Payable Manifest #436
- 2015 Town Meeting Warrant and Budget & MS-636

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of January 21, 2015 as written was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

A motion to approve the regular and non-public meeting minutes of January 28, 2015 as written was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

OLD BUSINESS

- Olde Farms Road Bridge: Town Administrator Melissa White informed that the Selectmen awarded the bid for the replacement of the Olde Farms Road Bridge #107/113 to Northwood's Excavating Inc. at the February 4, 2015 Selectmen Meeting. White stated the bid was \$207,776.00 and construction is scheduled to begin after school gets out for the summer.
- Scott Franzen: Request for Refund of Vehicle Registration Fees: A motor vehicle registration refund request was received from Scott Franzen who stated he registered a vehicle online but he no longer owns it. This was discussed at the Board of Selectmen meeting on January 28, 2015, however, there was not enough information at the time to make a decision. Since that meeting, Town Clerk/Tax Collector Rita Friedman contacted the State of New Hampshire Department of Motor Vehicles and was informed that the usual procedure is the person receives a letter from the State within eight to twelve weeks of the request stating the refund was granted with the refund enclosed. The person would then bring that letter to the Selectmen so the town can refund its portion. Friedman suggested that, because we know the New Hampshire

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Department of Motor Vehicles has received Mr. Franzen's request, there is no reason to make him wait for his refund from the town. Friedman recommended following the normal procedure of waiting for the letter from the State in the future.

A motion to approve the motor vehicle registration refund request received from Scott Franzen in the amount of \$127.00 which is less the Town Clerk fees was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

NEW BUSINESS

- Request for Refund of Interest on 2014 Property Tax Payment: M/L 225-314-000; 8 Longwood Drive: A request to refund interest in the amount of \$25.32 that was paid on 2014 property taxes for M/L 225-314-000, 8 Longwood Drive, was received from Douglas Houghton. Houghton stated he purchased this property on December 5, 2014 and taxes were paid by the previous owner, Claire Barbieri, the day of the closing. He said he went to the Tax Collector's office that afternoon to pay the remaining portion of the tax bill and was told by Town Clerk/Tax Collector Rita Friedman that she either did not have the final paperwork from the closing or that Barbieri's check had not cleared (he couldn't recall if it was one or both) so she was unable to determine what the remaining portion was that was owed and Houghton was not able to pay the remainder of the tax bill at that time. Houghton stated in his letter that he left Town Hall thinking that he would receive a pro-rated tax bill in the mail once all the paperwork was received. He subsequently received the past due tax bill which included interest in the amount of \$25.32.

White said she spoke to Town Clerk/Tax Collector Friedman and Friedman told her that she receives numerous requests for what is owed on property taxes and her recollection was that this was an unusual conversation that took place during a phone call and that Houghton wanted to have the taxes paid before the closing but the closing wasn't handled the way they normally are where the lawyers or closing agent makes sure everything is paid in full. Friedman reported that nothing was received in her office that day regarding this closing.

It was discussed that the procedure for prorating taxes at a closing between the buyer and seller is the responsibility of the attorney handling the closing or the closing agent. The Tax Collector provides the closing agent with the total amount of taxes owed, if requested, but it is most definitely not the responsibility of the Tax Collector to prorate the taxes owed between a buyer and a seller. The Selectman agreed that there seems to be some miscommunication somewhere, but given the information they have, they do not believe the town is at fault in this situation and, therefore, do not believe interest should be reimbursed.

A motion to deny Douglas Houghton's request for refund of interest in the amount of \$25.32 on the 2014 property taxes for M/L 225-314-000 was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

- Energy Committee Appointments:
 - A motion to appoint Peggy Martineau to the Energy Committee was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

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- A motion to appoint Kristina Burgard to the Energy Committee was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- A motion to appoint Paula Bresnick to the Energy Committee was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- A motion to appoint Jeannine Chenevert to the Energy Committee was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- A motion to appoint Michael Salo to the Energy Committee was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

DEPARTMENT/COMMITTEE REPORTS

➤ Fire Department – January Report:

- Responded to 15 calls consisting of 7 EMS and 8 Fire/Rescue
- Training was cold weather operations and review of the hydraulic tools. Grantham and Springfield held SCBA training where department members had to follow a hose line through an obstacle course and then had to find a victim in a room filled with smoke.
- Chief Fountain attended the Upper Valley Mutual Aid meeting, the Mid-Western Hazardous Materials meeting and the Kearsarge Mutual Aid meeting. The ISO insurance rating changes were discussed at the Kearsarge Mutual Aid meeting and it was mentioned that the group should have an ISO rep come to a future meeting to discuss the changes. Chief Lyon also mentioned that the NH chiefs would be hosting an ISO rep to discuss the changes at their meeting in February at the Fire Academy. Chief Fountain will attend that meeting.

➤ Police Department – January Report:

- Sergeant Parsons is once again teaching the D.A.R.E. Program to the fifth grade students at the Grantham Village School on Wednesdays.
- Officer Soucy entered the 166th New Hampshire Police Academy on January 5, 2015. The planned graduation date is April 10, 2015, however, the recent snow and cold weather has interfered with some of the training so that is subject to change.
- Chief Madore and Sergeant Parsons attended the swearing in ceremony for the new Sullivan County High Sheriff, John Simonds, on January 7, 2015.

➤ Trustees of the Trust Funds Report as of February 3, 2015: Trustees of the Trust Funds Report as of February 3, 2015 was reviewed.

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➤ Town Administrator

- A copy of the Audit for Fiscal Year 2014 was provided to the Board of Selectmen.
- White informed that the sprinkler system in the Sally Port froze and that a quote for a heating unit is being obtained. White stated that condensation got into the pipes which caused the problem. Chairman Kimball asked if the sprinkler system in the Sally Port is supposed to operate without heat. Fire Chief Fountain stated that the Sally Port and the attic are part of the dry loop and the Glycol loop is from the storage room off the foyer over the entrance. He said he is not convinced that condensation is what caused the problem in the Sally Port or if an earlier problem in the riser room downstairs caused water to get into those pipes. Chief Fountain felt that the system in the Sally Port should be drained once per year.
- The Town Offices and Transfer Station will be closed on Monday, February 16, 2015 for Presidents Day.
- Upcoming Meetings:
 - The Zoning Board meeting is Thursday, February 26, 2015 at 7:00pm.
 - The Conservation Commission meeting that was scheduled for February 16, 2015 has been cancelled.

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 5:31pm. 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 5:35 pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 5:35 pm.***

The next Selectmen's Meeting will be held on **Wednesday, February 25, 2015** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant