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Town of Grantham Board of Selectmen - Meeting Minutes August 12, 2015

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, August 12, 2015 by Chairman 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 Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White, Administrative Assistant Ann Jasper; Police Chief Walter A. Madore, Sr.; Fire Chief Jay Fountain; Trustee of the Trust Funds Bob Lewis; Conservation Commission Members Richard Hocker and Laura Nagy; and Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE - APPROVED

- Payroll Manifest #456
- Accounts Payable Manifest #461 - 468
- Reimbursement to the General Fund from the Reclamation Fund - \$607.00
- Building Permits:
 - M/L 214-052-000; 10 Spring Valley Drive – Generator
 - M/L 214-059-000; 11 Spring Valley Drive – Enclose Breezeway

PUBLIC HEARING - \$15,000 DONATION FOR BROOKSIDE PARK IMPROVEMENT PROJECT

Chairman Kimball opened the Public Hearing on the \$15,000.00 donation for the Brookside Park Improvement Project at 5:05 pm.

Chairman Kimball explained that the Grantham Conservation Commission wrote a grant letter to The Jack and Dorothy Byrne Foundation requesting \$15,000.00 for the project at Brookside Park which includes constructing a handicapped accessible bridge over the brook.

Selectman Brown thanked Laura Nagy for the fantastic work she did on the grant request in such a short turn around time. He explained further that this is building upon the request made at Town Meeting for money that the Commission could use as a match for a Bureau of Trails Grant to make improvements town wide on town owned land so people will be able to use them. He stated the Commission will start with the Brookside Park Project where the goal is to build two bridges and make some trail improvements. Brown stated that Commission members had a chance to walk Brookside Park last year with Connie Howard who remembered where the old trails were even though they are no longer blazed. He expressed that this is a tremendous opportunity and noted that this donor was very pleased to help with a project that

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will have universal accessibility and that, unlike many grants, it doesn't come with any conditions other than to spend the money for the purpose it was given.

There being no further discussion, at 6:04pm a motion to accept the \$15,000.00 donation from The Jack and Dorothy Byrne Foundation for the Grantham Conservation Commission's Brookside Park Improvement Project and to authorize the Board of Selectmen to be agents to expend was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.**

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of July 22, 2015 as written was made by Selectman Jones; seconded by Chairman Kimball. **Approved by Majority Vote.**

CORRESPONDENCE

- New London Dispatch News: The June issue of New London Dispatch News was received.
- Thomas J. Alexander: A letter was received from Thomas J. Alexander regarding the preliminary revaluation letter sent by Vision Government Solutions. His concerns were 1) the timing of the letter which he said he received on 7/24/15 that stated informal hearings will start on 7/29/15; and 2) the preliminary new assessment on his property which increased quite substantially. White stated she contacted Alexander to ensure he had an opportunity for a hearing with Vision and that he did. It resulted in the value increasing much higher than it should have which Vision said they would correct.
- Kenneth Story: A letter was received from Kenneth Story resigning his position as Grantham Selectman effective July 27, 2015 so that he may start his new position of Deputy Town Clerk/Tax Collector on July 28, 2015.
- Peter James: An email was received from Peter James regarding the Olde Farms Road Bridge. James stated he was impressed with how the project went with the new contractor and that it was completed on time. White passed the email along to the contractor.
- Upper Valley Humane Society: A letter was received from the Upper Valley Humane Society informing of some operational changes they have made at the shelter due to insufficient funds, increased demands for funding in other crucial areas of the shelter and a lack of sustainability: Effective August 1, 2015, they will no longer have dedicated staff for the sole purpose of running their cruelty program; all cruelty inquiries should be made to the Shelter Manager, Amy Woodman. Cruelty will be addressed on a case-by-case basis and they will continue to provide whatever support they can.

Police Chief Madore informed that there is an option to contact the State Veterinarian in those situations.

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- Wetlands Permit By Notification for Eastman West Cove Beach: The Selectmen's copy of the Wetlands Permit for Eastman West Cove Beach was received. The Permit stated that less than 10 cubic yards of beach sand will be replenished.

OLD BUSINESS

- Olde Farms Road Bridge: White informed that the guardrails will not be installed until September. She said the contractor would like to wait until the guardrails are in before paving the road so the pavement does not get damaged. White said she has reminded Northwoods that the school buses will be in operation again and cannot be delayed when the paving takes place.
- Miller Pond Road Bridge: White stated she has made progress on the RFP and has asked Road Agent Jeff Hastings to review it before sending it to Town Counsel.
- Zoning Violation at 172 Cote Road: White met with the property owner who said he will clean the construction debris but will need a couple weeks. He asked White if he is allowed to store certain things on his property like ladders, staging and trailers. There was discussion about the Zoning Ordinance which states that a home business must be contained within the home and storage or display of business materials on the home's grounds are not permitted in association with the home business. Chairman Kimball felt the trailers were allowed and that the ladders should be hung on hooks on the side of the garage.

NEW BUSINESS

- Shoreline Protection Cutting Plan; M/L 213-020-000; 57 Anderson Pond Road: A motion to approve the Shoreline Protection Cutting Plan at 57 Anderson Pond Road as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Brown. ***Unanimously approved.***
- Shoreline Protection Cutting Plan; M/L 215-010-000; West Cove D Condominiums: A motion to approve the Shoreline Protection Cutting Plan for West Cove D Condominiums as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Brown. ***Unanimously approved.***
- Deputy EMD/Health Officer Appointment: A motion to appoint Susan Figley as Deputy Emergency Management Director and Health Officer was made by Selectman Jones; seconded by Selectman Brown. ***Unanimously approved.***
- Conservation Commission Chair: Richard Hocker asked the Board how they would like to proceed in appointing a new Conservation Commission Chair. He stated that over the past 15 years that he has been a member of the Commission, the Board of Selectmen appointed the Chair of the Conservation Commission until recently when the Board instructed the Commission to conduct a vote to appoint a new Chair which is how Sheridan Brown became Chair. Hocker said now the Commission has a dilemma because Brown is now a Selectman, although he has not formally resigned from the Commission, and the Commission is without a Chair. The Board agreed to appoint the new Commission Chair under the circumstances and asked Hocker if he would be willing to serve as Chair. Hocker responded that he would be willing to serve as Chair for the next couple years.

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A motion to accept Sheridan Brown's resignation as Chair of the Conservation Commission was made by Selectman Jones; seconded by Chairman Kimball. **Approved by majority vote.**

A motion to appoint Richard Hocker as Chair of the Conservation Commission was made by Selectman Jones; seconded by Chairman Kimball. **Unanimously approved.**

The Board agreed that, in the future, the Conservation Commission can vote to appoint the Chair.

Bob Lewis asked if Richard Kaszeta, who is an alternate member of the Conservation Commission, now automatically becomes a full member. White told Lewis that if Kaszeta is an alternate and wishes to become a full member, the Board will make a motion to appoint him as a full member. Selectman Brown added that after the Commission figures out what the balance of the term is for the full member, the Chair submits the appointment request to the Board.

- Zoning Violation at 29 Cote Road: White informed the Board that she sent a letter to the owners of 29 Cote Road, Adam Howard and Janet Gilson, regarding their home business violation and the sign violation, however, that letter was returned. She said she will follow up with a letter that will be hand delivered by the Police Department.
- Building Permit; M/L 242-025-000; 938 Route 10 South: White explained that the owners submitted a Building Permit Application for a new detached home; White stated that there is already an apartment above the garage situated on the property which will constitute two dwelling units on the property and violate the Zoning Ordinance. She said the owners have a home business via computer working for a large, global company and they would like to continue to use the space above the garage for that purpose after the house is built. White said she spoke to Zoning Chair Conrad Frey about this and he said they could keep the plumbing but would have to remove the kitchen so that it could not be used for an apartment. White said she informed the homeowner who then inquired about using the space for elderly housing/assisted living for their parents for future use. White felt that was not allowed.

Selectman Brown stated he would like the owners to go before the Zoning Board before the Selectmen make a decision to see if this qualifies for a variance. He said he is concerned with approving a permit that involves a large number of conditions because it creates a later enforcement matter for the town of making sure those conditions are met by future owners, etc. Selectman Jones and Chairman Kimball agreed. White said she will notify the owners that they will need to go before the Zoning Board.

DEPARTMENT/COMMITTEE REPORTS

- Fire Department – July Report:
 - Responded to 9 calls consisting of 4 EMS and 5 Fire/Rescue.
 - Chief Fountain attended the Kearsarge Mutual Aid meeting held in Hillsboro, the Upper Valley meeting was cancelled. He was not able to attend the Hazmat

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meeting but did assist Assistant Chief Libby from Lebanon with inventory of the teams' Hazmat trailer housed in Lebanon.

- The Fire Department received its new SCBA's in mid-July. Chief Fountain reported they will be inventorying them along with all the spare bottles and masks that came with them. They are waiting for the new fill station, which should be in at the end of August, before putting them in service.
- Engines 1 and 4 were pump tested and both passed. Engine 4 will possibly need a new radiator in the near future because it was starting to get hot towards the end of the test.
- The Fireman's Association held the 5th annual Chicken BBQ at Old Home Day on July 4th. It was another good event and the only complaints were that they sold out too soon and should have ordered more chicken.

Chief Fountain reported that there was a burning violation a couple weeks ago at 1694 Route 10 North. He said the owner of the property has a landscaping/property maintenance business and has been bringing objects from his job sites to the property and burning them. He said the Fire Department was called to put out a smoldering sawdust pile but the pile had quite a bit of metal, a desk, what looked like springs for a mattress, a pile of shingles, some large logs that were over five inches in diameter and other miscellaneous items. He stated the owner has violated in the past and has been warned not to burn anything from his business. Fountain gave him one written warning and informed that there have to be three written warnings before something can be done.

Chief Madore added that the owner of this property doesn't live at the property, his mother does, and he lives in Croydon.

➤ Police Department – July Report:

- The July 4th Parade and Old Home Day Celebration was well attended and it appeared that everyone had a good time.

➤ Trustees of the Trust Funds – July Report: The Trustees of the Trust Funds July Report was reviewed.

Town Administrator:

- The annual audit is scheduled for the week of August 17, 2015.
- Expense and revenue reports for FY15 were reviewed.
- The blueberry patch is now closed.
- The Town Hall floors have been stripped and waxed and the carpets will be cleaned in the town offices on Saturday, August 15, 2015.

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- Notice was received from NHRS that contributions were not paid for an employee for their first 10 weeks of employment. NHRS will notify the town the exact amount that is owed in the near future.
- Upcoming Meetings:
 - The Master Plan Committee meeting is Monday, August 17, 2015 at 7:00pm, Lower Level of Town Hall
 - The Zoning Board meeting is scheduled on August 27, 2015 at 7:00pm.
 - The Conservation Committee meeting is scheduled on Monday, August 31, 2015 at 7:00pm.

OTHER

- Peter James asked where the town stands compared to last year now that the revaluation is complete. White said the town does not have the new values yet; that Vision Government Solutions will be sending out the final notice letters in the near future. There was some discussion regarding the large discrepancy in some sale prices versus assessment values. Selectman Brown said that could, for example, possibly be an indication that someone did some work without a building permit rather than someone grossly overpaying the value of the property.

NON-PUBLIC

In accordance with RSA 91-A:3 section II- a, a motion was made by Selectman Jones, seconded by Chairman Kimball to enter into a Non-Public session at 6:04pm. Present were: Chairman Warren Kimball; Selectman Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; and Administrative Assistant Ann Jasper.

Following proper vote, the Board returned from Non-Public session at 6:24 pm.

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Chairman Kimball; ***by unanimous vote, the Board adjourned at 6:25 pm.***

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