

Approved

Town of Grantham Board of Selectmen - Meeting Minutes September 21, 2016

At 8:15am, the Board met at the site of the Miller Pond Road Bridge to review the project for completion. Present were Selectman Constance Jones, Selectman Sheridan Brown, Town Administrator Melissa White, Road Agent Jeff Hastings and Daniels Construction President Mark Thompson.

The Board of Selectmen returned to the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH and the meeting of the Board of Selectmen was called to order by Selectman Sheridan Brown at 8:45am on Wednesday, September 21, 2016. Present were: Selectman Sheridan Brown; Selectman Constance Jones; and Town Administrator Melissa White

OLD BUSINESS

- Miller Pond Road Bridge: Selectman Brown stated that the inspection revealed that all work at the site was complete and the Town could issue Daniels Construction a Certificate of Final Completion after the Town receives the final documentation / NHDOT Form 4 from Daniels Construction. After that, Daniels can issue a bill for the balance due minus the 2% retainage, as per the contract. Selectman Jones agreed.

NON-PUBLIC

In accordance with RSA 91-A:3, II-e, a motion was made by Selectman Brown, and seconded by Selectman Jones to enter into a Non-Public session at 8:51am. Present were: Selectman Sheridan Brown; Selectman Constance Jones; and Town Administrator Melissa White

*Selectman Brown made a motion to leave Non-Public session and return to Public Session at 9:55am; second by Selectman Jones. **Approved by majority vote.***

OTHER

- There was discussion regarding the 250th Celebration Committee. Selectman Brown stated that the committee got off to a late start, and since that time interest in the monthly meetings has declined. Brown questioned whether having a broad charge for the formal committee was worthwhile, or if it should become an external affairs committee to deal with vendors, sponsors, and any other non-town entities. Brown proposed having one large kickoff event at the start of the 250th year and one end-of-season event with fireworks following the last Music in the Meadow event. These events had been discussed by the

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250th Committee. Brown said he would be willing to organize the kickoff event, on the weekend of the Town's 250th anniversary and to help raise money for the end of season event as well. The kickoff would mark the beginning of a series of events that might be organized by the Dunbar Free Library, Grantham Village School, Grantham Historical Society, Grantham Conservation Commission, Grantham United Methodist Church, Grantham Activities Department, and any other local group that would like to join in. The aforementioned entities have well-organized groups of volunteers and do not require coordination by a committee as long as everyone communicates regarding the scheduling of their events. The 250th Anniversary External Affairs Committee and the Board of Selectmen would gladly assist those entities upon request.

Selectman Jones agreed that turning the 250th Celebration Committee into an external affairs committee made sense and felt having the two events, one kickoff event and one end of season event would be worthwhile.

- Selectman Jones proposed having additional meetings on the first and third Wednesdays as working meetings only. Selectman Brown agreed. A motion was made by Selectman Jones, second by Selectman Brown to hold additional working meetings of the Board of Selectmen on the first and third Wednesday of each month at 8am. **Approved by majority vote.**
- Rules of Procedures were discussed. Selectman Brown said he would prepare a draft for review at the next meeting.
- The budget process was discussed. With the impending retirement of Chief Madore, the Board requested that Sergeant Parsons help prepare and attend the budget work sessions for the police department.

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Brown; **by majority vote, the Board adjourned at 11:02am.**

The next Selectmen's Meeting will be held on **Wednesday, September 28, 2016** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,

Melissa M. White

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Town Administrator