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Town of Grantham - Board of Selectmen Regular Meeting Minutes September 8, 2010

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, September 8, 2010 by Chairman Harold Haddock Jr. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Present: Chairman Harold Haddock Jr.; Town Administrator Becky Newton, Esq.; Selectman Warren Kimball; Police Chief Walter Madore; Fire Chief Jay Fountain; Transfer Station Supervisor Chris Scott; Joey Holmes; John Parsons; Rick Anderson; Deborah Peirce; Todd Cartier

ADMINISTRATIVE - APPROVED

1. Building Permits:
 - a) M/L 216-051-000; 1 Oak Lane – addition and porch
 - b) M/L 235-027-004; 65 Woodland Heights - porch

APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of August 18, 2010. There being none, a motion was made by Selectman Kimball to approve the minutes as written; second by Selectman Haddock. ***Approved by majority vote.***

APPEARANCES

- Recreation Park Committee Member Rick Anderson: Referring to a spreadsheet Administrator Newton created that outlined the Recreation Park expenses and cash on hand; Mr. Anderson asked why the \$25,000 from Town Meeting 2010 Warrant Article 14 has not been transferred. Newton said the \$25,000 remains to be transferred and explained that it had to be done in the 2010 – 2011 fiscal year which started July 1, 2010. Newton anticipates the transfer to take place in the upcoming week. Anderson said [referring again to the financial spreadsheet of the Recreation Park] that he figured there is \$10,900 available in revenue. Newton asked if he had factored in the loss from the playground. Anderson responded that even with the loss there is still money available. Newton will look at Anderson's numbers.

Newton reminded Anderson that since that spreadsheet had been created \$5,000 had been received from Lake Sunapee Bank; that a total of \$6,000 is available for the fencing and backstop of the baseball field.

Newton asked Anderson what the current quote is for the fencing and backstop. Anderson replied \$5,100 including installation.

Newton favored moving forward with the installation of the backstop and fencing since

APPROVED

there is \$6,000 dedicated to that part of the project. Newton reminded Anderson that the Selectmen are adamant that deficit spending for the development of the Recreation Park cannot continue.

Anderson said that the dugouts need to be finished; that one dugout needs the roof, the doors need to be installed and the trim work on both still needs to be done. Anderson said the Boy Scouts did a good job; but he would like to obtain a couple of quotes from local carpenters to complete the remaining work.

CORRESPONDENCE

- US Census Bureau: A thank you was received from the US Census Bureau for help in obtaining an accurate count in 2010.
- Lake Sunapee Bank: A check was received from Lake Sunapee Bank in the amount of \$5,000 for the development of the Recreation Park. Newton informed that because the donation is over \$4,999.99 a public hearing will have to be held at the next Selectmen's meeting. Newton stated a thank you card would be sent.
- Court Appointed Special Advocates (CASA): A request for funding for the 2011-2012 budget year was received. The Selectmen will review the request during the budget process.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): An update was received from UVLSRPC on the various tasks they completed last year and their goals for the upcoming year.
- Coalition Communities: An update was received from Pat Remick of the Coalition Communities. A meeting will be held on Friday, October 9, 2010 at 10am at the Local Government Center in Concord. Newton will try to attend.
- Warrant for unlicensed dogs: A memo from Police Chief Walter Madore that informs all dogs have been accounted for.
- SAU #75: A letter was received from Superintendent Keith Pfeifer regarding the school bus using the driveway as a through road. Newton stated the Board of Selectmen could make a special exception for the bus. Chairman Haddock asked if Chief Madore was in favor of granting the special exception for the bus. Madore said that one of the reason's the driveway was posted as "Not A Through Road" was because of the snow banks in the winter; that they would have to be cleared more often than they have in the past.

Resident Deb Peirce discussed her concern with the school bus stops. Newton deferred Mrs. Peirce's bus stop concerns to the School Board. Peirce felt the corner on the driveway around Town Hall wasn't safe for the school bus due to the corner being so narrow.

The Selectmen granted the exception to allow the school bus to use the driveway of Town Hall.

- Deborah and James Peirce: A letter was received from Deborah and James Peirce concerning the bus routes. Administrator Newton deferred her concerns to the School Board.
- Cross Country Appraisal Group: A letter was received from Cross Country Appraisal Group that explained the increase to the values of the utilities to Public Service of New

APPROVED

Hampshire. Newton informed that she sent a letter to PSNH informing them of the increase but has not received a response.

- Statistical Update Complaints: Newton informed that several complaints had been received regarding the timeframe of receiving the new values and when the informal hearings were scheduled. Newton apologized for the letters being sent out so close to the informal hearings.

OLD BUSINESS

- Sale of the Wien House:
 - Cleaning: Newton informed the contents would be removed from the house the week of September 6, 2010. Todd Cartier asked if someone bought the remaining items in the house. Newton answered that the guy would take everything away and then clean, sweep and mop; that by doing this it would save the Town about \$1,200 (over using Serv Pro services at \$600 per day).
 - Open House: Newton informed that the ads have been placed and asked if there was anything else needed for the open house. Selectman Kimball said he was all set.
 - Roof: Selectman Kimball stated he is having someone look at the roof; that the problem maybe from the house not being heated last winter.
- Request for Qualifications for Engineering at the Recreation Park (RFQ): Newton informed there has been some interest from Engineering firms. Newton said that all questions will be answered at the mandatory pre-bid meeting on September 24, 2010 at 2pm at the Recreation Park.
- Sawyer Brook Trees: Newton will be scheduling the work soon.
- Conservation Commission - Shack on the Smith Lot: Fire Chief Fountain stated the Fire Department has no interest in burning the shack due to the location and lack of training value. Newton will let Mr. Chaloux know the Town will not have any further involvement in the removal of the shack and that he needs to continue his efforts to remove it.
- Conservation Commission - Sugar River Flooring (parking): Newton informed that a response was received from DES that stated the parking lot was previously impervious and that the paving had not violated any of the Comprehensive Shoreland Protection Act rules. Newton said that Sugar River Flooring was upset to have been put through this.
- Deputy Health Officer: Newton stated she is still waiting for a reply from Dr. Sachs.

NEW BUSINESS

- Slip, Trip and Fall Policy: Newton informed that the implementation of the Slip, Trip and Fall policy was part of the Town's effort to take advantage of a 2.5% discount off of their Worker's Compensation and Property & Liability insurance and has been approved by the Joint Loss Management Committee. ***A motion was made by Selectman Kimball to accept the Slip, Trip and Fall Policy as written; second by Selectman Haddock. Approved by majority vote.***

APPROVED

- Temporary Alternate Duty Policy (TAD): *A motion was made by Selectman Kimball to approve the Temporary Alternate Duty Policy as written; second by Selectman Haddock. Approved by majority vote.*
- Trustees of the Trust Funds Resignation: Jessica Smith resigned as Trustee of the Trust Funds. Newton informed a request to fill the position will be sent out on the Town's list serv as well as included in the Fall Newsletter.
- Transfer Station Stickers: Transfer Station Supervisor Chris Scott requested permission to change the passes from stickers to a hang tag in 2011. Scott explained that many property owners have complained about having to put a sticker on their vehicle and this would alleviate that. Scott went on to say that the hang tag will have the license plate number of the vehicle it is issued to and for future years a sticker will be issued to those whose license plate number hasn't changed. Additional hang tags or replacement tags will be \$10.00.

The Selectmen approved the request.
- Transfer Station Hours: Supervisor Scott requested permission to expand the hours of the Transfer Station to include being open during lunch on Thursday, Friday, Saturday and Sunday and extend Saturday hours to 4pm. This change makes the Transfer Station open for 33 hours per week.

A motion was made by Selectman Kimball to approve the hours as presented and to be effective October 1, 2010; second by Selectman Haddock. Approved by majority vote.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): A request was received from UVLSRPC for a Grantham resident to be on their regional Waste Management Committee. Chairman Haddock requested Newton contact Art Magowan to see if he would be interested.
- Town Hall Floor Care: Bids were received for cleaning and finishing the tile and foyer of Town Hall from The Clean Team for \$3,637 and from Hanover Floor Care for \$1,100. Newton recommended accepting the bid from Hanover Floor Care. The acceptance of the bid will be approved at the next Selectmen's meeting.
- Town Clerk/Tax Collector: The Town Clerk/Tax Collector requested the Town pay for lunch and dinner for the Election workers on Tuesday, September 14, 2010. The Selectmen approved the request.
- Blueberry Patch Maintenance: A recommendation was submitted by Administrative Assistant Melissa White to use the wood chips from the cutting of the trees around Sawyer Brook as mulch for the blueberry bushes.

DEPARTMENT REPORTS

- Fire Department – August Report:
 - 20 Fire/rescue calls; 9 EMS calls
 - Attended a barbeque in West Fairlee and was presented with a photo of Grantham's old Engine 3.
 - Open water rescue training was conducted by Lieutenant Kevin LaHaye.
 - A foam demonstration was attended by Chief Fountain, Lieutenant LaHaye and Firefighter Bard at the Springfield Fire Department.

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APPROVED

➤ Police Department – August Report:

- 97 calls for service; 124 traffic stops
- Department Secretary Wendy Wallace is retiring and interviews have been conducted.
- The testing process will be conducted in September for the vacant police officer position.

OTHER

Newton informed that Timken has requested a meeting on September 13, 2010 at 5pm at the Recreation Park. Newton and Selectman Kimball will attend.

NON PUBLIC

In accordance with RSA 91-A:3 section II-A and RSA 91-A:3 section II-E, a motion was made by Selectman Kimball, second by Selectman Haddock to enter into a Non-Public session at 6:01 p.m. to discuss a personnel and legal matter. Present were: Chairman Harold Haddock, Selectman Kimball, Town Administrator Becky Newton, and Police Chief Walter Madore.

No votes or decisions were made while in Non-Public session.

Following proper vote, the Board returned from Non-Public session at 6:25 pm.

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Haddock; ***by majority vote, the Board adjourned at 6:26pm.***

The next Selectmen's Meeting is scheduled to be held on **Wednesday, September 22, 2010** at 5:00PM in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

Respectfully submitted,

*Melissa M. White
Administrative Assistant*