

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes April 27, 2011

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, April 27, 2011 by Chairman Harold Haddock Jr. The meeting was held in the Grantham Town Building, Lower Level at 300 Route 10 South.

Present: Chairman Harold Haddock Jr.; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Becky Newton; Administrative Assistant Melissa White; Fire Chief Jeremiah Fountain; Joey Holmes; Richard Hocker; Renee Gustafson

### ADMINISTRATIVE

#### *For Approval/Signature - APPROVED*

- ✓ Timber Tax Levy: M/L 134-142-000; 44 Bridge Lane - \$634.60
- ✓ Sign Permit Application: M/L 237-005-000; 401 Route 10 South
- ✓ Building Permit Applications:
  - a) M/L 212-003-001; 333 Miller Pond Road - shed
  - b) M/L 222-089-000; 10 Summit Drive - deck

### APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of April 13, 2011. There being none, a motion was made by Selectman Kimball to approve the regular meeting and non-public minutes as written; second by Selectman Jones. *Unanimously approved.*

### CORRESPONDENCE

- Sullivan County State Delegation: A letter was received from the Sullivan County State Delegation informing of a public hearing for a supplemental appropriation of \$675,000 for air conditioning, suspended ceilings and sprinkler heads at the county nursing home. The hearing was held on April 20, 2011.
- John Chaloux: A letter was received from Mr. Chaloux stating that he doesn't feel he is responsible for removing the shack that was built on the town conserved land known as the Smith Lot. Chaloux was reluctant to move the structure onto his property as he could be cited for having an unauthorized building.

Newton suggested granting a 90 or 120 grace period to obtain a building permit if Chaloux moved the structure onto his property. The Board felt this was a good idea. Newton will send Chaloux a follow-up letter.

# APPROVED

- Renee Gustafson: On behalf of the Grantham Historical Society, a request was received from Renee Gustafson to plant some wildflowers behind their memorial garden. The Board of Selectmen approved the request.
- Primex Health Renewal Rates: Notice was received that the health insurance increase is 15.51% effective July 1, 2011.
- Primex Health Program Update: Notice was received from Primex informing that as of June 30, 2012 they will be discontinuing their health insurance program.
- Coalition Communities: A letter was received from Coalition Communities informing they have sent letters to the State Representatives urging them to work with the NH Senate and Governor Lynch to find an educational funding constitutional amendment that everyone can support.
- Executive Councilor Raymond Burton: Councilor Burton sent his annual informational card.

## OLD BUSINESS

- Perimeter lighting of Town Hall: Selectmen Kimball would like some suggestions from the Police Department on what is preferred. Administrative Assistant Melissa White suggested replacing three or four of the "dusk to dawn" lights with brighter, motion activated lights. Kimball will continue to work with White on this.
- Comprehensive Shoreland Protection Act: Newton stated she continues to work with Conservation Chair Richard Hocker on a plan of enforcement. Hocker stated he has discussed this with the Commission and until the procedural issues are ironed out, they aren't in a position to move forward with any action.

Selectmen Kimball stated the Board had decided that a set of procedures needed to be established. Hocker felt the Planning Board would be the more appropriate body to handle it. Hocker offered his assistance with whatever is needed. Hocker also recommended a sub-committee be formed with Charlie McCarthy as a member.

Newton will follow up with the Planning Board.

Newton informed that State of NH Forest Ranger Don Miner examined the cutting on Dunbar Hill Road and issued a citation for lack of erosion control. Hocker stated he spoke at length with Mr. Miner and he [Miner] said he doesn't have a great deal of authority over the forestry issue since it was done by the property owner. Miner told Hocker he felt NH Department of Environmental Services should be brought in, in an advisory capacity to help the property owner. Miner also told Hocker that burning of the piles on the lot is not allowed.

- Special Town Meeting: Newton stated the warrant has been reviewed by Town Counsel and the changes he proposed have been made.

Newton informed that she checked with Town Clerk/Tax Collector Rita Eigenbrode on the proposed date of May 25, 2011 and that she [Eigenbrode] will see that the Supervisors of the Checklist and Moderator are present.

# APPROVED

The Board of Selectmen approved the updated warrant and the Special Town Meeting will be held on May 25, 2011 at 5pm in the lower level of Town Hall.

- Structure on Tall Timber Drive; M/L 211-020-000: Newton will send a follow-up letter of non-compliance.
- Online Access of Assessing Data: No update.
- Recreation Park Development:
  - Selectman Kimball informed that the meeting on April 20, 2011 with the State went well and that in order to install the second ball field the existing access road will have to be relocated. Fifty feet of land along the waters edge will also have to be given up as "natural area". The "natural area" will include a six foot walking path. Since the new field encroaches on some wetlands, the town continues to negotiate the mitigation parcel for this encroachment.
  - Newton informed that the dugouts were stained by the children from Cardigan Mountain School. Newton thanked Groundskeeper Glenn Carey for going above and beyond his duties in looking after the children.
  - Selectman Jones asked if the Sullivan County inmates have been utilized in the cemetery cleanup. Selectman Kimball stated that Carey has already started the spring cleanup. Chairman Haddock requested the inmates be used wherever it's possible. Hocker suggested the inmates be used in the cleanup of the Leavitt Family cemetery.

## NEW BUSINESS

- Invoice from TF Moran: A motion was made by Selectman Kimball to approve the payment of \$2,103.24 to TF Moran and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Selectman Jones. ***Unanimously approved.***
- Primex Group Health Insurance Renewal Application: A motion was made by Selectman Jones to authorize Administrator Newton to sign the health insurance renewal application; second by Selectman Kimball. ***Unanimously approved.***

## DEPARTMENT/COMMITTEE REPORTS

- Emergency Management Director: A memo was received from EMD Osgood informing he held a meeting on April 18, 2011 to update the NIMSCAST survey and that very few Department Heads attended. Newton stated she will coordinate a Department Head meeting sometime in the fall to get the survey started.

# APPROVED

➤ Fire Department – March Report:

- 36 EMS calls and 21 Fire/Rescue calls.
- Assisted in the extrication of a logger after an accident in the woods.
- Hose line operations training was held at the station.
- Chief Fountain attended the Upper Valley Mutual Aid, Kearsarge Mutual Aid, and Mid-Western Hazmat meetings.
- Cold water and ice rescue training will be held in April.

➤ Town Clerk/Tax Collector:

- Town Clerk/Tax Collector Eigenbrode attended the spring Tax Collector's workshop. The main topic was on bankruptcy.
- Requested the town audit be conducted earlier this year. Newton felt this was a good idea and stated she would request a specific "deliverable date" from the auditors. Chairman Haddock felt the draft audit should be received by September 30<sup>th</sup>.
- Requested that SAU #75 officers be notified of the importance of on-time submissions for tax rate setting purposes. The Board of Selectmen said that there are several components in setting the tax rate which includes the Town, County, SAU and Village District of Eastman. The Selectmen requested Newton send a letter to the SAU and Village District of Eastman that advises of the importance of having all of the required documents into NH Department of Revenue (DRA) early.
- Due to the staff reductions of the DRA, they will not be going to each municipality to set the tax rate. The tax rate setting can be done via email or by traveling to the DRA offices.

➤ Trustees of the Trust Funds – March Report: The report of town accounts held by the Trustees was reviewed.

➤ Town Administrator:

- Proposed changes to the covenants of Eastman was received.
- Jean Alexander sent an email requesting her appearance be removed from the agenda of April 27, 2011.
- A request was received from Greg Millette for a cutting extension for the property owned by Joyce Barton on Dunbar Hill Road. A motion was made by Selectman Kimball to approve the cutting extension request; second by Selectman Jones.  
***Unanimously approved.***
- The Police Radio Console Capital Reserve Fund was discontinued at the 2007 Town Meeting. A motion was made by Selectman Jones to request the disposal of those funds be transferred to the general fund; second by Selectman Kimball.  
***Unanimously approved.***
- The 2010 Equalization Ratio was received from the DRA and is 100%.
- The overrides were removed from the assessing data base. The increase in property value is over three million dollars. A new report of the old values and new values will be reviewed soon.

## APPROVED

Newton stated there is an issue with the assessment of paving. Originally the value of paving was built into the overall assessment instead of using a table that would factor in the square feet, condition, etc. Newton will contact other towns to see how they assess paving.

### NON PUBLIC

In accordance with RSA 91-A:3 section II-E, a motion was made by Selectman Jones, second by Selectman Kimball to enter into a Non-Public session at 6:03 p.m. to discuss a matter of impending litigation. Present were: Chairman Harold Haddock, Selectman Kimball, Selectman Constance Jones, Town Administrator Becky Newton, and Administrative Assistant Melissa White

*Following proper vote, the Board returned from Non-Public session at 6:10pm.*

### ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, second by Selectman Kimball; *by unanimous vote, the Board adjourned at 6:11pm.*

The next Selectmen's Meeting is scheduled to be held on Wednesday, May 11, 2011 at 5:00PM in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

*Respectfully submitted,*

*Melissa M. White*

*Melissa M. White  
Administrative Assistant*