

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes December 14, 2011

The regular meeting of the Board of Selectmen was called to order at 4:57pm on Wednesday, December 14, 2011 by Chairman Warren Kimball. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Present: Chairman Warren Kimball; Selectman Constance Jones; Selectman Ken Story; Administrative Assistant Melissa White; Town Administrator Becky Newton; Fire Chief Jeremiah Fountain; Deputy Fire Chief David Beckley; Richard Hocker

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ 2011 Property Tax Abatements (*due to billing error*):
 - a) M/L 233-122-000; 204 Dunbar Hill Road - \$637.64
 - b) M/L 233-117-000; 35 Sturgis Circle - \$380.21
 - c) M/L 235-019-000; Airpark Drive - \$222.24
 - d) M/L 211-055-000; Tall Timber Drive - \$237.39
 - e) M/L 221-045-000; Olde Farms Road - \$403.37
 - f) M/L 212-027-000; 1482 Route 10 North - \$432.32
 - g) M/L 242-025-000; 938 Route 10 South - \$791.30
 - h) M/L 242-022-000; 50 Bouldervale Road - \$893.59
 - i) M/L 225-125-000; 19 Clearwater Drive - \$517.18
 - j) M/L 216-143-000; 22 Robin Lane - \$369.71
 - k) M/L 237-052-003; 28 Sugarwood Lane - \$1,271.87
 - l) M/L 211-062-000; Tall Timber Drive - \$544.26
 - m) M/L 207-026-000; Butternut Pond Road - \$92.64
 - n) M/L 223-055-000; 20 Whitetail Ridge - \$684.62
 - o) M/L 216-012-000; Route 10 North - \$324.24
 - p) M/L 216-014-000; 1151 Route 10 North - \$119.66
 - q) M/L 216-036-000; Route 10 North - \$55.97
 - r) M/L 225-014-000; 19 Allen's Drive - \$29.08
 - s) M/L 236-030-000; 215 Stocker Pond Road - \$405.30
 - t) M/L 243-005-000; 5 Stocker Pond Road - \$187.21
 - u) M/L 243-004-000; 4 Stocker Pond Road - \$175.63
 - v) M/L 233-016-000; 77 Pillsbury Road - \$275.99
 - w) M/L 234-122-000; 239 Howe Hill Road - \$775.86
 - x) M/L 226-014-000; 304 Pillsbury Road - \$428.46
 - y) M/L 224-001-000; 17 Brookridge Drive - \$145.73

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- ✓ Building Permits:
 - a) M/L 237-038-000; 416 Splitrock Road – generator
 - b) M/L 212-053-000; 28 Butternut Road – remodel basement
 - c) M/L 237-004-000; 387 Route 10 South – standing seam roof
 - d) M/L 222-077-000; 29 Summit Drive – replace water heater
 - e) M/L 212-013-000; 1721 Route 10 North – Electrical
 - f) M/L 225-267-000; 29 Fairway Drive – generator
- ✓ Intent to Cut: M/L 237-011-000; Route 10
- ✓ Elderly & Disabled Tax Deferral Application: M/L 233-008-000; 21 Willis Ave - \$1,738.79
- ✓ 2011 Property Tax Refund (*due to over payment*) – M/L 221-014-000; 112 Rawson Ridge - \$3,888.73
- ✓ Veteran's Credit Applications:
 - a) M/L 211-028-000; 100 Beech Ridge Road – Holden-Plummer
 - b) M/L 232-001-004; 33 Wintercroft Circle - Wise

APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of November 21, 2011. There being none, Selectman Story made a motion to accept both minutes of November 21, 2011 meeting as written; second by Selectman Jones. ***Unanimously approved.***

CORRESPONDENCE

- New London Hospital: A letter was received from New London Hospital informing that they will continue to absorb 30% of the losses in revenue; that for fiscal year 2012-2013 Grantham's portion will be \$43,476.

Newton explained that Grantham had an increase in the number of calls as well as non-billable runs.

Selectman Jones asked Newton if she had called Lebanon Fire Department for a quote for ambulance service. Newton said no; that she would call tomorrow.
- The Walla Family: A letter was received from the Walla family requesting the items stored in the old Police Station's evidence room be moved to enable the Recreation Department more storage of their items. Selectmen Jones stated that the Police Department does not have any other place to store evidence; that they (the Police Department) have to keep those items secure.

Chairman Kimball requested Newton obtain a response regarding this letter from Chief Madore.
- NH Department of Transportation (DOT): Two letters were received from NH DOT. The first letter informed that they have decommissioned highway maintenance sheds in the towns of Twin Mountain, Newbury, Ossipee, Swanzey, Warner (Exit 9 shed), and Kingston.

The second letter outlined the State Highway Block Grant Aid for fiscal year 2012-2013 which is \$56,806.47.

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OLD BUSINESS

- Status of Leavitt Hill Road: Newton said she has not heard back from Don Miner. Newton also said she has reminded Mr. Miner that she is waiting for him to provide the wording and type of sign he wants for his bridge. Kimball requested Newton follow-up with Miner in an email.
- 49 Hemlock Lane Clean-up Efforts: Newton said she would like to have a pre-bid meeting on site but wondered if she should table it until the spring. Kimball felt the pre-bid should still be scheduled as soon as possible.
- Ambulance Study: See New London Hospital Correspondence.
- Fire Department Flashing Caution Light: Kimball said he has a phone number of a company that sells the solar powered LED lighted signs but hasn't had a chance to call them. Fire Chief Fountain said he found a couple of companies that sell them and range in price from \$6,300 to \$7,100.

Due to the cost, it was decided that just a sign would be sufficient.

- Back-up System for Town Archives Computer: No update.
- Exterior Door Replacement at Town Hall: Newton informed the doors are installed and Building Maintenance Manager Morey has painted the exteriors and started the interiors.
- Rumbrook Place Tree Cutting: Newton informed the tree cutting application had been received. Kimball asked Conservation Chair Richard Hocker if he had reviewed it. Hocker said yes and recommended a fifty foot buffer be created on both sides of the stream that consists of native grasses and shrubs to form an effective filter for sediment and run-off.

Kimball asked if the property owner should add the grass and shrubs or just allow it to grow. Hocker said either would be fine and provided the Board with a brochure on maintenance of a buffer.

Kimball requested Newton send Carr a copy of the brochure.

- State of NH Board of Tax and Land Appeals (BTLA) – M/L 226-014-000; Pillsbury Family Trust: Newton said Assessor Mike Ryan spent quite a bit of time talking with Mr. Pillsbury; that Pillsbury agreed to an assessment of \$240,070 and has withdrawn his 2010 appeal to BTLA.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) – ETAP Program: Newton stated that Town Hall was inspected on December 9, 2011 and an infrared camera was used to detect heat loss. Kimball said that a major vapor barrier is missing from the insulation. The report is due in January and will include a recommendation on how to repair it.

Chief Fountain asked if they were going to inspect the other buildings as well. Newton said they only had time to do one building and asked if he would like them to inspect the Fire Station. Fountain said he would like the light fixtures looked at. Newton will ask Mike McCrory to take a look at them.

- Shoreland Water Quality Protection Act (SWQPA): Hocker said he has the information and hopes to look through it in the next month.
- Recreation Park Development: Newton said she has not heard anything on status of the Army Corp of Engineers permit.

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Newton informed the final bill was received from the Upper Valley Land Trust for approximately \$6,700; that she is waiting for a response from Hocker. Hocker said he hasn't had time to review it closely but will soon.

NEW BUSINESS

- Public Budget Hearing: The public budget hearing will be held on February 8, 2012 at 5pm in lower lever of the Grantham Town Building. If needed, a second hearing will be on February 15, 2012.
- 2011 Town Report: Selectmen Jones asked the other board members if they would agree to reducing the size of the annual Town Report from 8 ½ x 11 to 6 x 9 in efforts to save on printing costs. Administrative Assistant White stated the smaller size would be half the cost; approximately \$1,500.

The Selectmen agreed to the smaller size.

- Highway Grader: A motion was made by Selectman Jones to approve the purchase of a 2002 John Deere Grader from Nortrax for \$63,500 and to authorize Administrator Newton to withdraw the funds from the Highway Equipment Capital Reserve Fund; second by Selectman Story. ***Unanimously approved.***
- Logging of the Town Forest: Selectmen Jones asked if the Town will receive any money from the logging of the Town Forest. Hocker said the Conservation Commission would receive the money. Jones asked how much. Hocker said that Jeremy Turner estimated that about \$3,000 would accrue from the logging but he (Hocker) has not seen any of the logging tickets. Jones asked that Hocker obtain copies of the logging tickets. Hocker said he would.

Hocker informed that Grantham Village School did have the opportunity to take the children to see the logging of the Town Forest.

- Emergency Management Director Appointment: A motion was made by Selectman Story to appoint Russell E. Lary as Emergency Management Director; second by Selectman Jones. ***Unanimously approved.***
- Deputy Emergency Management Director Appointment: A motion was made by Selectman Story to appoint F. Robert Osgood as Deputy Emergency Management Director; second by Selectman Jones. ***Unanimously approved.***

DEPARTMENT/COMMITTEE REPORTS

- Fire Department – November Report:
 - 12 EMS calls; 14 Fire/Rescue calls
 - Training on blood borne pathogens was conducted by Risk Management Consultant Phil St. Cyr of Primex.
 - Chief Fountain attended both the Kearsarge and Upper Valley Mutual Aid Association meetings.

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- Hanover Dispatch is putting four channels together to use as fire ground frequencies for both operations and water supply which will help in the interoperability between departments at major incidents.
- Police Department: The November report was reviewed.
- Town Administrator:
- Newton reminded the Board that during the budgeting process the NH Department of Revenue requires the expenses and revenues to be gross appropriated.
 - Newton requested the issue of the junk yard at 29 Cote Road be turned over to Town Counsel; that the owner is living in the building without a certificate of occupancy and the septic system does not have an approval for operation by the State of NH. The Board requested Newton turn this matter over to Town Counsel.
 - The 2011 equalization study has been completed and sent to NH DRA for review.
 - A letter was received from Sheila Shulman urging the Board to provide funding to the Mascoma Valley Health Initiative (MVHI). Selectman Story confirmed MVHI requested \$2,239; that the proposed budget for FY 2012-2013 includes funding in the amount of \$1,500.
 - The 2012 State of NH Education Tax Warrant was received.
- Town Clerk/Tax Collector Update:
- Until further notice, Debit Cards are no longer being accepted due to the equipment no longer being serviced by the manufacturer. There are machines available that allow use of debit cards but the Town would also have to accept payments by credit card as well. Kimball requested Town Clerk/Tax Collector Friedman to keep the board informed of any changes.
 - As of December 13, 2011, \$4,718,478 has been collected on the 2nd issue tax bill; the total unpaid balance is \$402,824.
- Transfer Station – October Report:
- Solid Waste - 7 runs; total of 76.94 tons
 - Construction Demolition Debris - 8 Runs; total of 30.30 tons
 - Glass - 1 load; total of 7.31 tons - Expense \$160.82
 - Bailing Wire - Expense \$342.03
 - White Metal - 1 load; total of 1.97 tons - Revenue \$413.70
 - Light Iron - 1 load; total of 4.19 tons - Revenue \$921.25
 - Tires - 1 load; total of 3.61 tons - Expense \$415.15

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- Fibers - Mixed Loose (Paper) - 3 Loads 14.06 tons
Revenue \$1,327.05
Expense \$750
- Comingle - w/o glass (Plastics) - 3 loads 2.84 tons
Revenue \$0.00
Expense \$49.70

Total Tonnage of Material taken away - 141.22 tons

Tickets collected at Transfer Station - \$1,220.00

Total Revenue from recycling - \$2,662.00

Total Expenses from recycling - \$1,717.70

Net Revenue from recycling - \$944.30

- Trustees of the Trust Funds: The December update was reviewed.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, second by Selectman Jones; **by unanimous vote, the Board adjourned at 5:53pm.**

The next Selectmen's Meeting will be held on **Wednesday, December 28, 2011** 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

*Melissa M. White
Administrative Assistant*