

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes September 25, 2013

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, September 25, 2013 by Chairman Warren 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 Ken Story; Selectman Constance Jones;  
Town Administrator Melissa White; Fire Chief Jay Fountain, David Wood and Gayle Hedrington

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White

### **ADMINISTRATIVE - APPROVED**

- ✓ Payroll Manifest #403
- ✓ Accounts Payable Manifest #383
- ✓ Building Permits:
  - a. M/L 233-090-000; 52 Route 114 – Bathroom
  - M/L 234-057-000; 7 Troon Drive - Porch

### **APPROVAL OF MINUTES**

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of September 11, 2013. A motion to approve the regular and non-public meeting minutes of September 11, 2013 as written was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

### **CORRESPONDENCE:**

- Listen Community Services: A letter was received from Listen Community Services informing of their annual Holiday Basket Program and asking for the town's help in letting families know about the program.
- Comcast: A letter was received from Comcast notifying that they will continue to provide high speed Internet service to the Town of Grantham Schools and our local Library free of charge again this year. This contribution has an annual value of more than \$3,454.00

### **OLD BUSINESS**

- Conservation Commission Open Space Committee: White informed that she has contacted some potential Open Space Committee members. White reported that Alan Wilson is willing to serve on the Committee and she is waiting for more responses. White added that she does have more people to contact but progress is being made. The Board of Selectmen confirmed that they would like the Committee to be comprised of three town residents, one member of the Conservation Commission and one member of the Planning Board.

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- Stoney Brook Road: A letter was received from Mauri Schwartz regarding her concern for the ditch work that was done by the Highway Department on Stoney Brook Road near the vicinity of her house. She has asked that the Highway Department not do anything more to the soil, tree roots or berm until next year when she will have a UNH Field Specialist come back and re-evaluate. The Selectmen clarified that the Highway Department will still perform regular maintenance on Stoney Brook Road.
- Olde Farms Road Bridge: An invoice was received from Right Angle Engineering, PLLC in the amount of \$4,205.00 for engineering services of the Olde Farms Road Bridge. A motion to approve payment of \$4,205.00 for engineering services of Olde Farms Road Bridge and to withdraw said amount from the Bridge Capital Reserve Fund was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

White reported that the Wetlands Permit from the New Hampshire Department of Environmental Services was received on September 16, 2013. She added that because this is a major impact wetlands project, it must be reviewed by the United States Army Corps of Engineers and no work can be done on the bridge project until we hear from them. White stated that the contractor has requested to do the work this year but it appears that December would be the earliest work could commence on the bridge. The Board of Selectmen agreed not to start the bridge project in the winter and advised White to contact the contractor.

- Town Clerk/Tax Collector Request: White stated that there was a request at the last Selectmen's meeting from the Town Clerk/Tax Collector's office to prohibit firearms in Town Hall. White stated she found that we are not allowed to prohibit firearms in Town Hall; RSA 159:26 and has relayed this information to Town Clerk/Tax Collector Rita Friedman. Chairman Kimball stated the Clerk's office could change the work schedule if it is still a concern. Selectman Jones suggested looking into the cost of bullet proof glass before the next budget session.

## **DEPARTMENT/COMMITTEE REPORTS**

- Transfer Station – August Report:

Solid Waste – 8 runs; 96.95 tons

Construction Demolition Debris – 9 runs; 36.04 tons

Glass – 1 load; 7.31 tons, Expense \$168.13

Light Iron – 2 loads; 8.3214 tons, Revenue \$1,768.17

Electronics – 1 load; 2.359 tons, Expense \$993.27; this includes 2120 ft. of bulbs at an expense of \$127.20 and \$10.00 for two drums for bulbs

Tires – 1 load; 3.74 tons, Expense \$430.10

OCC Cardboard – 1 load; 19.66 tons, Revenue \$2,064.30

Fibers – Mixed Loose – (Paper) – 2 loads; 9.94 tons

Revenue \$298.20

Expense \$500.00

Comingle – w/o glass – (Plastic) 2 loads; 1.65 tons

Revenue \$0.00

Expense \$28.88

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Total Tonnage of Material taken away; 166.3104 tons  
Tickets collected at Transfer Station; \$1,355.00

Total Revenue from recycling: \$2,066.37  
Total Expenses from recycling: \$1,690.28  
Net Revenue from recycling: \$376.09

➤ Town Administrator:

- Year to date Expense and Revenue Reports were reviewed.
- The October schedule for the Selectmen's Office was reviewed.
- The Auditors are working on the MS-5 and it should be completed by the end of the week.
- The Activities Department is having a Harvest Pot Luck Dinner and Dance on Saturday, October 5, 2013 from 5:00pm – 7:00pm at Town Hall. All are invited to attend.
- The annual Health and Safety Fair and Flu Shot Clinic will be held on Saturday, October 12, 2013 from 9:00am – 12:00pm at the Fire Department. This event is being held in conjunction with the Fire Department's annual Open House.
- The Town Clerk/Tax Collector's office will be closed on October 22 and 23, 2013 for the annual Tax Collector's training conference
- Meeting Schedule:
  - The Planning Board Meeting for October 3, 2013 has been cancelled;
  - The Trustees of the Trust Funds Meeting is scheduled on Tuesday, October 8, 2013 at 1:00pm.
  - The Grantham Conservation Commission Meeting is scheduled on Monday, October 21, 2013 at 7:00pm.

## NON-PUBLIC

In accordance with RSA 91-A:3 section II-b and RSA 91-A:3 section II-e, a motion was made by Selectman Jones, seconded by Selectman Story to enter into a Non-Public session at 5:27 p.m. to discuss a personnel matter and a legal matter. Present were: Chairman Kimball; Selectman Ken Story; Selectman Constance Jones and Town Administrator Melissa White.

***Following proper vote, the Board returned from Non-Public session at 5:40 pm.***

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## ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; **by unanimous vote, the Board adjourned at 5:41 pm.**

The next Selectmen's Meeting will be held on **Wednesday, October 9, 2013** at 5pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

*Respectfully submitted,*



Ann Jasper  
Administrative Assistant