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Town of Grantham Board of Selectmen - Meeting Minutes June 18, 2014

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, June 18, 2014 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 Constance Jones; Selectman Ken Story; Town Administrator Melissa White; Richard Hocker, Grantham Conservation Commission; David Beckley, Deputy Fire Chief and Emergency Management Director; Erin Darrow, Right Angle Engineering PLLC; C. Peter James; David Ducharme; Mark Roden, Bean Group

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE - APPROVED

1. Payroll Manifest #424
2. Accounts Payable Manifest #409
3. State of NH, Department of Revenue PA-28 Form for 2015
4. CAI Technologies; GIS Internet Services Maintenance Agreement 2014 - 2015
5. Building Permits:
 - M/L 232-001-000; 21 Winter Croft Circle – Remodel Kitchen/Master Bathroom
 - M/L 214-021-000; 31 Wildwood Drive – Remodel Kitchen
 - M/L 237-043-000; 88 Splitrock Road – Garage

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of June 4, 2014 as written was made by Selectman Story; seconded by Selectman Jones. **Approved by majority vote.**

PUBLIC HEARING

Chairman Kimball opened the public hearing on the acceptance of unanticipated monies at 5:02pm.

Town Administrator Melissa White explained that the town received \$10,026.00 from Fairpoint for the reimbursement of the relocation of the utility poles for the Olde Farms Road Bridge Project.

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A motion to accept the unanticipated monies in the amount of \$10,026.00 received from Fairpoint for the reimbursement of the relocation of the utility poles for the Olde Farms Road Bridge Project was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

OLD BUSINESS

- Olde Farms Road Bridge: White reported that she attended a meeting at the Olde Farms Road Bridge last week with Engineer Erin Darrow, Road Agent Jeff Hastings and Carl Able from Able Crane to evaluate the site for inserting the pieces of the bridge.

Darrow explained that various alternatives were looked at to address some concerns that were brought to our attention by Mike Hansen, of Hansen Construction, regarding the construction of the bridge. Darrow reported the specific issue is the location of the utility wires, specifically with a crane being able to place pieces of the bridge where they need to be located while conforming to OSHA requirements. Darrow further explained that OSHA requirements, generally speaking, require 10 to 20 feet of offset, horizontally, from the location of the crane cable itself to the live utility wires; that different options have been explored to try to find a way to make it work while also trying to avoid turning off the power if possible. Darrow said the top priority is making sure the requirements of the FEMA grant are adhered to and to maintain the power to the residents of Olde Farms Road to the greatest extent possible.

Darrow reviewed the four alternatives in her Memorandum of June 11, 2014 (and contained in the Selectmen Meeting minutes of June 11, 2014) and the potential problems with each one which she stated brings us back to the option of moving the utility wires again. She said at the meeting last week with Carl Able, a lot of time was spent looking at their options and field measurements were taken. Following the meeting, she looked at a lot of different alternatives such as shifting the bridge slightly and options where the utility pole could be moved to still meet the minimum OSHA requirement. She said we would be looking at moving the relocated pole approximately 12 feet, 6 inches to the south of its existing location which would bring it outside of the right of way of Olde Farms Road. Darrow further stated that even if the pole is located within the right of way, they will still be hanging over private property which she believes might require some sort of easement. Darrow said overall it's still very tight and believes we will have to look at relocating the utility pole about 12 to 14 feet. Darrow added that there is another restriction of a wetland that does not have approved impacts as part of the existing permit; that an amendment might be possible but most likely would have to apply for a new permit. Darrow said if the pole is kept outside of the wetland and has the offset "L" far enough over; it should give us the distance needed. She said that would necessitate some sort of modification with the wing walls and then an excavator might be able to be used instead of a crane. Darrow said in talking with Michie Corporation they could change the configuration without making a huge change to the shop drawings.

Selectman Jones asked Darrow how much this is going to cost. Darrow said the cost of fabrication would increase but didn't think it was a significant amount but wasn't sure exactly how much. She stated the cost of relocating the utilities could be significant but doesn't believe the town should be responsible for payment.

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Selectman Jones asked how long the FEMA grant is good for. Darrow said it expires December 31, 2015. Selectman Jones asked Darrow how long she thinks this project will take with all the changes that need to be made including permits, etc. Selectman Jones emphasized that the Board needs some kind of assurance as to how this project will proceed and in what order things need to be done so as not to affect our grant money. Jones added we also need to know how much we are going to have to ask the voters to approve. She also asked if any of these changes would affect the scope of work. Darrow said this should not affect the scope of work and said the challenge is going to be getting this coordinated with the utility companies and having the issue with the payment addressed. Darrow suggested contacting the land owner where the utility pole needs to be located as a first order of business.

C. Peter James asked Darrow how the PSNH and Fairpoint utility wires will be placed on the offset "L" and discussed the potential problems.

White asked Darrow where we stand with any sort of change to the design of the bridge. Darrow responded that with this option, the only change we are looking at is with the one wing wall and she believes this will allow this piece to be picked up and moved with the right excavator.

Selectman Jones asked in what order things should be done. Darrow said first we should have Surveyor, Clayton Platt, mark out the area for the utility poles; meet with the land owner and then meet with the utility companies. Darrow stated the goal is to get the utility issue resolved this year, get everything ready for fabrication for the bridge, get the pieces fabricated over the winter, put the project out to bid sometime in the fall and be ready to go after school gets out next year.

- Yankee Barn Road (Private Portion): White said she scheduled a site meeting is scheduled for June 23rd with Bob MacNeil, Road Agent Jeff Hastings and Engineer Peter Blakeman.
- Miller Pond Road Bridge: White reported she received an opinion for shoring up the bridge and a sketch to support the opinion which she forwarded to Brooks McCandlish. The estimate is approximately \$90,000.00 which does not include any sort of wetlands permit which could push the price higher. She advised this is only to temporarily support the east bound lane of the bridge which would require traffic control and daily loads.

NEW BUSINESS

- Vacation carry-over request: A request to carry over 40 hours of vacation time to be used the first week in July was received from Road Agent Jeff Hastings due to understaffing at the Highway Department and the severe winter we had. A motion to allow Road Agent Jeff Hastings to carry over 40 hours of vacation time to the next fiscal year was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

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DEPARTMENT/COMMITTEE REPORTS

➤ Activities Director Report:

- Feb 3rd – With amazing dedication from BMSD, they cleared the very snowy Recreation Field and had a bonfire with hot cocoa and cookies. All week it had been miserably cold so our turn out was not what we had hoped for. A total of about 25 people came and enjoyed the winter wonderland that had been created. Next year we hope to add to the festivities and will keep our fingers crossed weather cooperates.
- Feb. 22nd - I entered the David's House Mac and Cheese Contest, at the Center at Eastman with 20+ contestants. Parmesan, cheddar cheeses (6lbs donated by Cabot) tomato and thyme added a great twist to this comforting classic. I found this a great way to show the many sides of what Activities can do in the town. I displayed upcoming events which helped boost attendance at future activities.
- Family Game night with the DFL was cancelled. The timing was the end of February vacation and due to snow day the day before the vacation our flyer was not able to be sent home. No money was spent for this activity, the Libraries games and puzzles were being supplied as the entertainment.
- Feb 24 - started walking program; an average of over 50 children attended each morning, with a few older community members from Eastman. I always had at least 46 children and had a high of 72!
- March 1st – NH Fish & Game ice fishing class was cancelled due to the unsafe access from Route 10. We will be holding it again next year and hope to use Eastman Pond instead.
- March 9 - Happy Birthday Dr. Seusswith Dunbar Free Library...28 children and their parents! Collected birthday non-perishable items, made cat in the hat skewers and cat in the hat masks. Always a huge hit.
- April 11th - Kathy Parsonnet an artist from Tip Top Pottery in White River Jct., VT came to Grantham and made "Fraglets" which are magnetic art collages. Participants left with a print framed for \$15 and the magnets as a bonus. We had 25 participants and plan on opening up another date in the fall.
- April 19th – Easter egg hunt was really hopping this year! We set up in the GVS gym and Cafeteria as the fields were still to damp. We had 3000 new Easter eggs and Sugar River Bank filled them for us with candy and toys we provided. We had a comfortable turn out as it was the last weekend of Spring Vacation.
- May 9th - with the Dunbar Free Library - Fancy Nancy Mother Daughter book and craft. 54 Mothers and Daughters came to this event. It was free and we had a blast!
- May 10th - Mother and Son Magic Show and Spaghetti Dinner was a huge success with 78 people attending. We had a new photographer and she was amazing. We had pretzel stick magic wands dipped in white chocolate as the

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centerpieces and the pasta was a huge success for bellies and my budget! We charged \$30 a couple and \$10 each additional son.

- May 31st - Town Wide Yard Sale, Wow is all I can say about this event. I passed out 137 maps by 11 am and it was also posted on our website. Inside the town hall I had 17 tables and 26 stops in town. The library held a bake sale to support the new addition and they sold out! The weather cooperated perfectly!
- June 7th - Father Daughter Dance - we had a DJ, dessert and dancing. I chose a Frozen theme this year. We had 68 people signed up charged \$25 per couple.

What's to come.....

- July 4 Old Home Day
- July 26 – August 19 Music in the Meadow –Planning both child performances and Music under our new pavilion

➤ Town Administrator

- The Town offices and Transfer Station will be closed Friday, July 4, 2014 for the holiday.
- White had previously informed that the Town of New London was interested in talking with the governing boards of the towns they serve for dispatching services and that the meeting would be scheduled after their Town Meeting which was in May. White said now she was notified that the New London Board of Selectmen has decided to investigate the possibility of engaging a consultant to assist them before having any group meeting.
- A draft fund balance policy has been given to the Board and White asked that they submit any comments or concerns prior to the next Board of Selectmen meeting.
- Upcoming Meetings:
 - The Zoning Board Meeting scheduled on June 26, 2014 has been cancelled.
 - The Trustees of the Trust Funds meet on Tuesday, July 8, 2014 at 1:00pm.
 - The Board of Selectmen are back on the regular schedule so the next meeting is on July 9, 2014 at 5:00pm.
 - The Planning Board meeting has been moved to Thursday, July 10, 2014 at 7:00pm.
- Several calls have been received regarding the pot hole on Willis Avenue. White said she contacted the property owner, Robert Schwartz, and he said that it had scheduled it to be repaired in April.

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OTHER

- Emergency Management Director David Beckley informed that the grant was approved for updating the Local Emergency Operations Plan. He said he will need the Selectmen to approve the grant, which is for \$2,500.00, at the Board of Selectmen meeting on July 9, 2014.
- C. Peter James asked if the Selectmen could replace the bent pole around the fence that goes around the pond by Town Hall.

While on the subject of Town Hall grounds, Selectman Story reported that previously, there were two volunteers, one after the other, who maintained the landscaping outside of the Archives building and now there is no one doing that. Selectman Story discussed this at the Historical Society meeting and has identified another possible volunteer who might be able to take charge of the landscaping including loam and grass seeding the areas that have gotten a little scraped off over time.

- David Ducharme introduced himself as owner of a business named DLD Development, and Mark Roden, a realtor of the Bean Group, to the Board of Selectmen. Ducharme stated that the Selectmen took two lots he owned in Eastman by tax sale about a year ago and asked the Board's permission to allow Mark Roden to market one of these properties for a house to be built for sale so that potentially he could sell the property, redeem the property back from the town, pay the fees and build the house. Ducharme said he has a similar arrangement with the Town of Enfield. White advised the Board of the concern she had previously expressed to Mr. Ducharme is that the town holds the deed to the property so for him to market it to sell it is basically asking your permission to market it and sell it with him making the decisions. White said she is uncomfortable with that and suggested consulting with Town Counsel before making a decision. The Board agreed. White added that she should also contact the Enfield Town Manager to see how they have it set up. Mark Roden said he sent the Town of Enfield a Listing Agreement which contained language saying *the property will not be listed until the Town of Enfield provides written approval, agency compensation outlined in the listing agreement shall be the sole responsibility of David Ducharme, DLD Development*. He received an email from Steve Schneider, Town Manager of Enfield saying the agreement looks great and good luck.

Ducharme explained that when he enters an agreement with a potential buyer it would be contingent upon him obtaining title or doing a simultaneous closing. Those details could be worked out depending on how the banks and/or the buyers wish to do it.

Roden gave the Board copies of documents and correspondence with the Town of Enfield.

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- Dick Hocker, Grantham Conservation Commission, said the logging operation on the Ruger property off of Dunbar Hill Road routinely starts the operation at 6:00am which includes the cutting and chipper and suggested limiting the start time of these types of operations to a more reasonable hour. White said she spoke to Troy Simino earlier about this and he said he wants to be a good neighbor. White asked Hocker if 7:00am would be a reasonable time. Hocker answered yes. White will contact Simino and ask if he can adjust the chipper to a 7:00am start time.

NON-PUBLIC

In accordance with RSA 91-A:3 section II- d and e, a motion was made by Selectman Jones, seconded by Selectman Story to enter into a Non-Public session at 6:19pm to discuss legal matters. Present were: Chairman Warren Kimball; Selectman Ken Story; Selectman Constance Jones; and Town Administrator Melissa White.

Following proper vote, the Board returned from Non-Public session at 6:21 pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by majority vote, the Board adjourned at 6:21 pm.***

The next Selectmen's Meeting will be held on **Wednesday, July 9, 2014** 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