

Approved

Town of Grantham Board of Selectmen Meeting Minutes November 9, 2016

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, November 9, 2016 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 Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Police Chief Walter A. Madore Sr.; Fire Chief Jay Fountain; and C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of October 19, 2016 as written was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.**

A motion to approve the regular and non-public meeting minutes of October 28, 2016 as written was made by Selectman Brown; seconded by Selectman Jones. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #491
2. Accounts Payable Manifest #523
3. MRI Contract – Police Chief Recruitment
4. Property Lien
5. 2016 Second Issue Property Tax Warrant - \$5,690,165.61
6. Building Permits:
 - a. M/L 215-060-042; 42 Terrace View – Kitchen Remodel
 - b. M/L 216-018-000; 79 Milk Pond Road - Shed
7. Sullivan County Department of Corrections
8. New Hampshire Municipal Association (NHMA)

A motion to move for adoption of the Consent Calendar was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.**

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TOWN OF GRANTHAM BOARD OF SELECTMEN RULES OF PROCEDURE – ADOPTED OCTOBER 5, 2016

- Selectman Brown explained that the Board of Selectmen have adopted new Rules of Procedure in an effort to clear up a backlog of work and be able to get through meetings more expeditiously. He clarified a couple of the Agenda items in the order of business as follows:
 - Consent Calendar: The Consent Calendar contains items that can be considered by each Selectman individually and don't require deliberation. If any of the Selectman would like to discuss an item on the Consent Calendar, a motion can be made to withdraw that item from the Consent Calendar for discussion.
 - Citizen Comments: This is for subjects that do not appear on the current Agenda. The rules are for the citizen to state his/her name, address and subject of the comment(s) and then once the subject of the comment(s) is known, the Chair can allow the comment(s) subject to a three (3) minute time limitation.

As subjects on the Agenda come up, people can ask to be recognized as we get to those subjects to keep things in order.

The Rules of Procedure will be posted on the Town of Grantham website.

CITIZEN COMMENTS

- C. Peter James, 28 Splitrock Road, Police Chief Search: James asked if the Board was going to appoint a citizens group to be involved in the choosing of the new Police Chief. Selectman Brown explained that one of the things the Board wants to do as part of the search is a community question and answer session akin to what some towns have done with City/Town Managers. Once the independent process produces a pool of top candidates, residents would be invited to meet the finalists and ask them questions but they are not going to set up any sort of citizen board to do the selection process. He emphasized that the Board of Selectmen has a responsibility to ensure that the next Police Chief is hired through a fair and transparent process conducted with the assistance of an independent party that possesses expertise in the area of executive recruitment for law enforcement positions and to make sure the process is not politicized.

OLD BUSINESS

- Olde Farms Road Bridge: Town Administrator Melissa White reported that the NH Department of Safety, HSEM, has approved the grant agreement for the cost overruns of the bridge.

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Additionally, Engineer Peter Blakeman met with a representative of CWS Fence to check the guardrails. Some minor issues were noted but overall things looked good.

- Miller Pond Road Bridge: White reported that final payment was made to Neil H. Daniels, Inc. less the 2% retainage for the one year period.

Resident C. Peter James asked if the Board came to a consensus on posting the bridge for a certain weight limit. Chairman Kimball said they did and there is no need to post a weight limit.

- GVS Gym Use: White said she has invited the School Board to the BOS meeting on November 21, 2016.

NEW BUSINESS

- EMS – October Report: There were a total of thirteen (13) calls for service in October. There were nine (9) transports consisting of seven (7) ALS calls and two (2) BLS calls. Two were not transported and two were cancelled.
- Trustees of the Trust Funds Report as of October 31, 2016: The Trustees of the Trust Funds Report as of October 31, 2016 was reviewed.
- Town Administrator Report:
 - White reported that the majority of her time for the prior two weeks was spent on budget preparation and following up with department heads. She also processed one application for general assistance.
 - The Selectmen's Office processed two Building Permit Applications.
 - The 2017 Transfer Station stickers are now available.
 - The Transfer Station and Town Offices will be closed on Friday, November 11, 2016 in honor of Veteran's Day.
 - In appreciation of the dedicated staff of the Town of Grantham and their hard work to keep things running smoothly over the last year, the Board of Selectmen will close town offices at 12pm on Wednesday, November 23, 2016.
 - Upcoming Meetings:
 - The Board of Selectmen Budget Work Session is scheduled on Monday, November 14, 2016 at 8:00am
 - The Zoning Board meeting is scheduled on Tuesday, November 22, 2016 at 5:00pm.
 - The Board of Selectmen meeting is scheduled on Monday, November 21, 2016 at 5:00pm.

