

APPROVED

Town of Grantham
Board of Selectmen Meeting Minutes
July 26, 2017

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, July 26, 2017 by Chairman Sheridan Brown. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Chairman Sheridan Brown; Selectman Warren Kimball; Selectman Constance Jones; Town Administrator Melissa White; Fire Chief Jay Fountain; Police Chief John Parsons; Jane & Anselm Chuh

APPROVAL OF MINUTES

Chairman Brown asked if there were any changes to the June 28, 2017 minutes. Administrator White stated that the resolutions to enter into the Property & Liability Contribution Assurance Program and the Workers' Compensation Contribution Assurance Program offer by Primex were omitted and asked if they could be added. A motion was made by Selectman Jones to accept the June 28, 2017 regular minutes as amended and the June 28, 2017 non-public minutes as written; seconded by Chairman Brown. *Approved by majority vote.*

CONSENT CALENDAR

1. Accounts Payable Manifest #593 & #595
2. Shoreline Protection Cutting Plan Applications:
 - a. M/L 215-057-000; 440 Road Round the Lake
 - b. M/L 236-026-001; Stocker Pond Road
 - c. M/L 213-130-000; 3 Cherry Lane
 - d. M/L 213-133-000; 19 Loon Drive
3. Building Permit: M/L 214-070-000; 28 Wildwood Drive - generator
4. 2016 Property Tax Abatements: M/L 227-003-000; 921 Dunbar Hill Road
5. Correspondence
 - a. Eversource: A letter was received from Eversource informing of the areas in Grantham that have been selected for their Enhanced Tree Trimming program.
 - b. Sullivan County Nutrition Services: A thank you letter was received from Sullivan County Nutrition Services for the Town's appropriation of \$200.
 - c. Southwestern Community Services: A thank you letter was received from Southwestern Community Services for the Town's appropriation of \$900.

A motion was made by Selectman Jones to withdraw item 4 from the consent calendar; seconded by Selectman Kimball. *Unanimously approved.*

Selectman Jones made a motion to move for adoption the remaining items on the consent calendar; seconded by Selectman Kimball. *Unanimously approved.*

A motion was made by Selectman Kimball to deny the abatement, item 4 of the consent calendar; seconded by Selectman Jones. *Unanimously approved.*

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CITIZEN COMMENTS

Resident Anselm Chuh stated he was in attendance because he had a building permit that was on the agenda and asked what the process was for the Building Inspector to conduct the inspections required on a building permit. Administrator White explained that the building permit placard will indicate which inspections are required for his project and that he (Mr. Chuh) would call the Inspector at each phase of the project.

OLD BUSINESS

Comcast Cable Agreement: Administrator White informed that Comcast Representative Melissa Pierce had called her and informed that they would be willing to provide a five year agreement and the draft should be received early next week.

NEW BUSINESS

Athletics Department: A summary of the spring 2017 sports program was reviewed.

Police Department – June Report:

June 9th: The department provided presence for Grantham Village School’s annual Civil War Encampment Day.

June 28th – 30th: Chief Parsons attended the D.A.R.E. Training Conference.

Transfer Station – June Report:

Solid Waste - 9 runs; total of 102.83 tons

Construction Demolition Debris - 10 runs; total of 42.58 tons

Aluminum - 1 load; .82 tons. Revenue totaling \$623.20

Light Iron - 2 loads; 8.6964 tons. Revenue totaling \$782.67

Batteries - 1 load; .27 tons. Revenue totaling \$105.75

Brush - 2 loads; 7.63 tons

Cardboard - 1 load; 20.83 tons. Revenue totaling \$3,645.25

Glass - 2 loads; 14.62 tons. Expense totaling \$438.60

Tires - 537 tires. Expense totaling \$957 from the Reclamation Fund

Fibers - Mixed Loose - (Paper) - 2 Loads; 7.94 tons

Revenue \$19.86

Expense \$850

Comingle - w/o glass - (Plastic) - 2 loads; 2.64 tons

Revenue \$0.00

Expense \$165

Total Tonnage of Material taken away 208.0364 tons

Tickets collected at Transfer Station \$2,240

Total Revenue from recycling \$5,176.73

Total Expenses from recycling \$1,453.60

Net Revenue from recycling \$3,723.12

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Town Administrator: The Board signed a response to Deb Roberts addressing the two questions she recently asked regarding the doll shop sign and the pond on the property at 21 Willis Avenue. Ms. Roberts is the Real Estate Agent who is representing a buyer for the purchase of that property.

Selectmen: Chairman Brown requested updates on the following:

- RFP for Fire Station improvements: Chief Fountain is working on it.
- Upper Valley Humane Society Contract: White stated she wasn't able to secure a contract with UVHS. Brown said this item wasn't urgent; that it could be revisited during budget preparation.
- Olde Farms Road Bridge: Brown asked if there was anything still pending based on the opinions of Engineer Peter Blakeman or Road Agent Jeff Hastings. White said she would have to look at the file and report back.
- Town Meeting votes and authority granted to the Board of Selectmen: Brown asked if the list of prior Town Meeting votes and authority that had been granted to the Board of Selectmen was developed so they could be incorporated into the Rules of Procedure. White stated the town meeting minutes from when those votes had been taken were copied but never transferred into a list. Brown asked if that task was something Office Assistant Martha Norris could work on. White said yes. Brown requested the vote to ratify the 2017 Town Meeting be included.
- Staff Appreciation Day: Brown asked if there was still a possibility of holding a staff appreciation day. White said yes and felt that late in the fall would be better.
- Trustee of the Trust Fund Vacancy: White said Maria Dahlman expressed interest in the position and will be attending the Trustees' meeting on August 8, 2017.
- Fire Department Tools to the Town of Croydon: Brown asked if a release to give the Fire Department tools to the Town of Croydon was still needed. Chief Fountain said the tools are currently at the Croydon Fire Station. Brown said he would prepare the release form.
- Fire Cistern for the Oakes Subdivision: White stated that Administrative Assistant Ann Jasper researched the Registry of Deeds but did not find an easement for the Town to install it. Brown asked if the Planning Board minutes had been researched to see if that was a condition as part of their approval for the subdivision. White said she didn't recall if the minutes were researched but would follow-up on it. Chief Fountain suggested the approval for the Juniper Hill subdivision be researched for the requirement of a fire cistern as well.
- August 19th volunteer breakfast: Brown stated that the volunteer breakfast planned for August 19th was canceled due to the short amount of time to put it together. Brown asked when the Fire Department was holding their annual open house. Fountain said October 14th. Brown asked if it was possible to hold the volunteer breakfast that morning in conjunction with the annual open house. Fountain said yes.
- Miller Pond Road Guardrail Engineering RFP: White requested help in preparing the RFP for engineering for the guardrail project on Miller Pond Road.
- Town Building Painting RFP: White said the painting RFP was almost complete. Brown said he would be willing to review it.

There was discussion about blueberry picking for the season and how revenues are used to benefit the Recreation Department.

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ADJOURNMENT

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

The next Selectmen's Meeting will be held on **Wednesday, August 2, 2017** at 9:00am in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,

Melissa M. White

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Town Administrator