

# Approved

**Town of Grantham**  
Board of Selectmen Meeting Minutes  
December 20, 2017

The meeting of the Board of Selectmen was called to order at 9:05AM on Wednesday, December 20, 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; and Town Administrator Melissa White

## **APPROVAL OF MINUTES**

Chairman Brown requested the following changes to the December 6, 2017 budget work session minutes:

Page one, Administration section; add “the board questioned the practice of budgeting for large unanticipated repairs on an annual basis versus putting a one-time amount into the capital reserve fund that would cover the repair costs and expressed a desire to move away from that practice. Therefore the equipment repair line was reduced by \$3,000 and the funds will be added to the Office Equipment Capital Reserve Fund to cover the replacement costs of the memory board for the large lateral filing machine in the Selectmen’s Office or other major equipment that may fail.”

Page one, Buildings section; add “the money that was budgeted for the re-bedding of the water filtration equipment with an approximate cost of \$5,000, was removed from the budget and added to the Capital Reserve Fund.”

Brown also requested the word “small” be omitted from the administration and buildings section.

Page two, Highway section, second sentence; change to “the highway maintenance chemical account was reduced by \$1,500 after analysis of budget to actual expenditures.”

Page two, Community Agencies section, in the second sentence; replace “their” with “VNH’s”.

A motion was made by Selectman Jones to approve the budget work session and non-public minutes of December 6, 2017 as amended; seconded by Selectman Kimball. *Unanimously approved.*

## **CONSENT CALENDAR**

1. Payroll Manifest #522 & #523
2. Accounts Payable Manifest #573/612 & #574/613
3. Building Permits:
  - a. M/L233-117-000; 35 Sturgis Circle - Generator
4. Property Tax Abatement (*due to overpayment*)
  - a. M/L 216-165-000; 14 Old Spring Drive - \$3,503.81

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

## **OLD BUSINESS**

Comcast Cable Agreement: Chairman Brown said he is still working on a response to the most recent letter received from Comcast.

## **NEW BUSINESS**

Police Cruiser Bid Opening: Three bids were received:

1. David Hoisington - \$813
2. Russell Kuhns - \$1,001
3. Chicago Motors, Inc. - \$1,807

A motion was made by Selectman Kimball to accept the bid from Chicago Motors, Inc. in the amount of \$1,807; seconded by Selectman Jones. *Unanimously approved.*

Fire Department – November Report: Grantham Fire and EMS were called to 18 emergency incidents in the month of November. There were 9 calls for fire/rescue and 9 EMS calls of which Grantham EMS responded to 2.

Fire Department Responses for October

- 1 – Cold Water Rescue, Canine
- 3 – Motor Vehicle Accident
- 2 – Medical Assist
- 2 – Alarm Activation
- 1 - Public Assist

Equipment: No reportable activity for November.

Three training sessions were completed in November:

- November 14 – Motor Vehicle Accident Response and patient extrication. Thanks to Selectman Jones & Selectman Kimball for your assistance.
- November 21 – Review of Maintaining Equipment in the Station. The continuity of our ability is not just the equipment on the engines, but also the support equipment in the station.
- November 28 – Building Search and Rescue, SCBA review at the Grantham Highway Department

Trustees of the Trust Funds: The December Report was reviewed.

Town Administrator – White stated a letter was received from the Town of Andover Zoning Board of Adjustment regarding a public hearing that was held on December 19, 2017 for a request from Bell Atlantic Mobile Systems of Allentown, Inc. D/B/A Verizon Wireless for two variances.

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## **NON PUBLIC**

In accordance with RSA 91-A:3 section II-a, a motion was made by Selectman Kimball and seconded by Selectman Jones to enter into a Non-Public session at 9:23AM. Present were: Chairman Sheridan Brown; Selectman Warren Kimball; Selectman Constance Jones; and Town Administrator Melissa White

Roll Call vote to enter non-public session: Chairman Sheridan Brown – Yes; Selectman Warren Kimball – Yes; Selectman Constance Jones – Yes.

A motion to leave Non-Public session and return to Public Session at 9:34AM was made by Selectman Kimball; seconded by Selectman Jones. *Unanimously approved.*

## **ADJOURNMENT**

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Kimball; *the Board voted unanimously to adjourn at 9:35AM.*

The next regular meeting of the Board of Selectmen will be held on **Wednesday, January 10, 2018** 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  
Town Administrator