

# Approved

## Town of Grantham Board of Selectmen Meeting Minutes October 24, 2018

The meeting of the Board of Selectmen was called to order at 5:03pm on Wednesday, October 24, 2018, by Chairman 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 Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief John Parsons; Fire Chief Justin Hastings; Assistant Fire Chief Jay Fountain; Sullivan County Manager Derek Ferland; Sullivan County Commissioner George Hebert; Deborah Zampieri; Darryl Zampieri; and Mike Willis

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White.

### **APPROVAL OF MINUTES**

A motion was made by Selectman Garland to approve the regular meeting minutes of October 10, 2018; seconded by Chairman Kimball. **Approved by majority vote.**

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of October 17, 2018; seconded by Chairman Kimball. **Approved by majority vote.**

### **CONSENT CALENDAR**

1. Payroll Manifest #545
2. Accounts Payable Manifest #609/649
3. Yield Tax Warrant:
  - a. M/L 222-280-000; Eastman Community Association - \$469.26
4. Building Permits:
  - a. M/L 215-060-013; 13 Island View – Propane Heater
  - b. M/L 216-135-000; 23 Robin Lane – Garage
  - c. M/L 243-007-000; Sanborn Hill Road – Garage
  - d. M/L 222-045-000; 10 Fernwood Lane – New Home
  - e. M/L 216-141-000; 26 Robin Lane – Finish Basement
  - f. M/L 222-090-000; 8 Summit Drive – Replace Windows; Relocate Front Door
  - g. M/L 216-047-000; 1078 Route 10 North – New Home
  - h. M/L 237-021-000; 40 Sherman Drive – Carport
5. Correspondence:
  - a. COA Chapin Senior Center: A letter was received from COA Chapin Senior Center requesting financial support of its fall 2018 fund-raising campaign.
  - b. NH Department of Environmental Services, Dam Safety & Inspection Section: Notice was received from the NH Department of Environmental Services, Dam

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Safety & Inspection Section, that, in accordance with Env-Wr 303.02, it has reviewed the height and geometry of Miller Pond Dam and, consequently, reassigned its hazard classification from a "low hazard" potential dam to a "non-menace" potential dam.

- c. NH Department of Environmental Services, Drinking Water Groundwater Bureau: A copy of a notice from the NH Department of Environmental Services, Drinking Water Groundwater Bureau was received informing that the water system for Grantham Indoor Soccer has been deactivated for the reason that it is currently out of business.
- d. NH Department of Environmental Services, Land Resource Management Program: A copy of a letter to the owners of 29 Cote Road, M/L 241-004, was received from the NH Department of Environmental Services, Land Resource Management Program, notifying them that it has received a complaint of possible violations on the property. The owners have 20 days from the date of this letter to respond, and this case has been added to NHDES' scheduled inspection list.
- e. Public Health Council of the Upper Valley: A request for funding in the amount of \$2,264.00 for 2019 was received from the Public Health Council of the Upper Valley.
- f. Sullivan County Commissioners' Office: The Sullivan County Treasurer's Warrant for the collection of property taxes payable to the county was received. The County taxes total \$13,273,392.00. The portion due from Grantham is \$1,390,697.00.
- g. Upper Valley Lake Sunapee Regional Planning Commission: A letter was received from UVLSRPC informing that the Commission approved Municipal and County membership dues for Fiscal Year 2020. The Town of Grantham membership dues will be \$4,098.41.
- h. West Central Behavioral Health: A request for funding in the amount of \$3,700.00 for 2019 was received from West Central Behavioral Health.

A motion to approve the Consent Calendar was made by Selectman Garland; seconded by Chairman Kimball; **Approved by majority vote.**

## **APPOINTMENTS TO MEET WITH THE BOARD**

Sullivan County Commissioners: Derek Ferland, Sullivan County Manager, and George Hebert, Sullivan County Commissioner, were present to provide a brief overview and update of what is going on in the County. Hebert gave the following PowerPoint presentation:

- County Taxes:
  - FY2019 total budget is \$34,757,946 (\$13,273,392. To be raised by taxes);
  - Grantham's Apportionment: \$1,390,697;
  - County Tax Rate: \$2.84 per \$1,000 of assessed value (down from \$2.97 in FY18).
- Amount Raised by Property Taxes FY2009-FY2019: Over the past 10 years, the county portion of property taxes has increased a total of 2.45%. During this period inflation has increased 12.1%.

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- Strategic Plan: Sullivan County is developing a strategic plan with three main goals:
  - Invest in our people (training, recognition, wellness, retention);
  - Be good stewards of our resources (No FB Subsidy, asset management plans, access to lands, OPM, CPI);
  - Exercise responsible regional leadership (Support municipalities when asked, regional economic profile).

These goals guide County's priorities, actions, and investment decisions.

- Regional Economic Profile:
  - Workforce Development Task Force (Working internships with local schools and businesses);
  - Economic Infrastructure Task Force (Key informant interviews with local businesses);
  - Quality of Life/Regional Identity Task Force
    - "LoveSullivan" campaign (See [www.sullivancountynh.gov](http://www.sullivancountynh.gov) for details)
    - Branding consultant
    - Highway signage "Welcome to Sullivan County"
- Upcoming Initiatives:
  - Electrostatic precipitator install at biomass plant;
  - Nursing home renovation design;
  - Transitional housing study;
  - VOCA/VINE grant for NH-wide project;
  - Broadband internet at Unity campus (Online training for staff; Tablet-based education & training programs for inmates).

Selectman Garland asked if they allow prisoners from the jail to go out under supervision and perform services for municipalities. Ferland replied if a municipality wants to request something like road cleanup, there is a process. One of the corrections officers heads up the program so the municipality would call the jail and put in a request and the schedule would be based on the availability of labor. He remarked that the inmate population is down which is a good thing and stated that the head of the Department of Corrections runs a very good program called Work Search/Release Program which helps people coming out to have a lot better outlook on life plus they are doing a lot of things to try to find work for them. Chairman Kimball asked if painting is one of the services they could provide. Ferland said it is.

Ferland played a short video that showcases Sullivan County. The video included a lot of photographs that were uploaded to the "LoveSullivan Campaign" on their website.

Ferland asked if there were any questions. Chairman Kimball told Ferland that Selectman Connie Jones, who was absent, raved about what they are doing in Unity. He and Selectman Garland both agreed with her. Selectman Garland added that he is glad they are updating the nursing home.

## **OLD BUSINESS**

Stocker Brook Realty, LLC, et al v. Town of Grantham: No new information.

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## **NEW BUSINESS**

Police Department – September Report: Chief Parsons received a thank you letter for Officer Cameron's assistance with an elderly driver who was low on gas.

Chief Parsons completed the Firearms Instructor Recertification Course on September 13, 2018.

Sergeant Cunningham and Officer Cameron completed the Intox Recertification on September 17, 2018.

Officer Gamble attended training on September 20, 2018 for Forensic Psychology and Below 100 Core and Train the Trainer courses on September 26, 2018.

Officers Gamble, Cameron and Schwartz attended Mental Illness Response Involving Juveniles training at NHPSTC on September 27, 2018.

Sergeant Cunningham and Officer Schwartz attended firearms training at Sunapee Police Department on September 28, 2018.

Sergeant Cunningham and Officer Cameron attended firearms training at Sunapee Police Department on September 29, 2018.

The Department received notification from the Department of Homeland Security Emergency Management of preliminary approval of the EMPG Grant. This grant would be used to fund the electronic sign board and traffic control trailer.

The Department also submitted a grant request to the Mascoma Foundation for the replacement of cruiser emergency lighting. The final status of this request will not be known until December.

Town Administrator: The CIP Committee started meeting in July, and White assisted them by providing the information they needed to prepare their annual report.

In July, the office processed: five Building Permit Applications, one Notice of Intent to Cut Timber, one Zoning Board Application, and 21 property transfers.

The month of August was busy with preparing for the annual audit and the recruitment for the part-time receptionist position as well as Martha's replacement. Jeanne West joined us on August 13 as our receptionist, and Marianne Roberts joined us on September 26 as our Office Assistant. Both have hit the ground running! On August 29, Greg delivered the food to the Newport Food Pantry which equaled five grocery carts of food.

Also, in August, the office processed: nine Building Permit Applications, three Planning Board Applications, one Zoning Board Application, and 36 property transfers.

September is always a busy month with work on the various financial reports that are required by the NH DRA (MS-434, MS-535, MS-1). White also worked on recruitment for a clerk for the

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Planning and Zoning Boards, as well as the Conservation Commission. The Comcast Cable Franchise Agreement was also finalized. A fully executed copy of it has been received, the original is in the Town Clerk records and a copy has been posted on our website.

Also, in September, the office processed: ten Building Permit Applications, one Planning Board Application, one Zoning Board Application, one Land Use Change Tax bill, and 22 property transfers.

White provided the upcoming meeting schedule for the Board, as well as an updated expense and revenue report.

White also informed that the New Hampshire Interlocal Trust Annual Meeting of the Members and Rating Hearing is scheduled on October 31, 2018 from 9:00am – 1:00pm at their office in Pembroke.

## **NON-PUBLIC:**

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Garland and seconded by Chairman Kimball to enter into a Non-Public session at 5:33pm. Present were: Chairman Warren Kimball; Selectman Peter Garland; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

Roll Call vote to enter non-public session:	Chairman Warren Kimball;	Yes
	Selectman Constance Jones;	Absent
	Selectman Peter Garland	Yes

A motion to leave Non-Public session and return to Public Session at 5:45pm was made by Selectman Garland; seconded by Chairman Kimball. **Approved by majority vote.**

A motion to seal the minutes of this non-public session was made by Selectman Garland; seconded by Chairman Kimball. **Approved by majority vote.**

## **ADJOURNMENT**

There being no further business, Selectman Garland moved to adjourn, seconded by Chairman Kimball; by unanimous vote, the Board adjourned at 5:46pm.

The next Selectmen's Meeting will be held on **Wednesday, November 14, 2018** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper  
Administrative Assistant