

# Approved

## Town of Grantham

Board of Selectmen Meeting Minutes  
June 26, 2019

The meeting of the Board of Selectmen was called to order at 5:00 pm on Wednesday, June 26, 2019, 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: Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Fire Chief Justin Hastings; Assistant Fire Chief Jay Fountain; Athletics Director Marsha Googins; and Ken O'Keefe

### **PLEDGE OF ALLEGIANCE**

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

### **APPROVAL OF MINUTES**

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of June 12, 2019; seconded by Selectman Garland. **Approved by majority vote.**

### **CONSENT CALENDAR**

1. Payroll Manifest #563
2. Accounts Payable Manifest #630/671
3. Michael Bodeur IT Services Agreement
4. Eversource Energy Vegetation Management Tree Removal Request Form
5. Refund Request – Unused Transfer Station Tickets
6. Building Permits:
  - a. M/L 225-095-000; 60 Troon Drive – Replace Siding & Deck
  - b. M/L 207-020-000; 2101 Route 10 North
7. Shoreline Protection Cutting Plans:
  - a. M/L 213-017-000; 51 Anderson Pond Road
  - b. M/L 213-010-000; 37 Anderson Pond Road
  - c. M/L 222-142-000; 12 – 14 Pioneer Point
8. Correspondence
  - a. Cornish Planning Board: An Abutters Notice was received from the Cornish Planning Board that a continuance of Public Hearing for site approval was granted to Viridi Wireless, LLC, The hearing is postponed to Thursday, July 18, 2019.

Town Administrator White asked that items number 3 and 5 be removed for further discussion.

A motion to approve the Consent Calendar after the removal of items number 3 and 5 was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

# Approved

Item #3. Michael Bodeur IT Services Agreement: White explained that this involves the email migration and asked the Selectmen to approve this Agreement and authorize her to execute it.

A motion to authorize Town Administrator Melissa White to execute the Michael Bodeur IT Services Agreement was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

Item #5. Refund Request – Unused Transfer Station Tickets: White explained that a refund request was received from Melissa Allen, the rental agent for Gray Ledges Rentals and Property Management, LLC. She requested a refund for a Transfer Station punch card in the amount of \$25.00 plus the prorated amount for her hang tag because she moved her business to New London.

A motion was made by Selectman Garland to reimburse a total of \$25.00 for the unused portion of the Transfer Station punch card; seconded by Selectman Jones. **Unanimously approved.**

The Board made it clear that hang tags do not get refunded.

## **CITIZEN COMMENTS:**

O'Keefe discussed his concern about an unregistered truck parked on Jericho Road for the last 10 months and the Town not enforcing its Parking Ordinance.

White stated that the Police Chief told her that the matter was being addressed.

O'Keefe felt that if the Police aren't going to take action, that the town should have a per diem enforcement officer.

## **OLD BUSINESS**

Partial Survey of the Class VI Portion of Miller Pond Road: White informed that she received a proposal from Clayton Platt for the survey work. The estimated cost is \$1,950.00.

A motion to accept the Work Authorization from Pennyroyal Hill Land Surveying & Forestry LLC and to authorize Town Administrator Melissa White to sign the Authorization was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

Selectman Jones asked White if she has received any traffic count information from UVLSRPC for Miller Pond Road. White said she will follow up with UVLSRPC.

Miller Pond Road and Safety and Drainage Improvement Project: White reported that she and the Selectmen had a site meeting with the Town's Engineer, Peter Blakeman, for the Safety and Drainage Improvement Project including the guardrails. White said a couple abutters joined them which was great. She noted that she will be in contact with Blakeman to make sure the Board has construction costs by September so they are able to prepare for Town Meeting.

# Approved

Chairman Kimball explained that the project will include moving the road a few feet from the brook. White added that being further away from the Brook will result in less fees for permitting.

## **NEW BUSINESS**

Athletics – Spring Sports 2019 Report: Athletics Director Marsha Googins reported a great sports season this spring with baseball. A total of seven teams were formed with coaches in place: One Majors team for the 5/6 grade level, two Minors teams at the  $\frac{3}{4}$  grade level, two Rookie teams for the 1/2 grade level and two Tee Ball teams for the kindergarten level. Each team had a full roster of players. A coaches meeting was held giving coaches all pertinent information and guidelines for the season. Uniforms were ordered with two businesses, Shepherd Realty and Gilson Property Management, sponsoring two of the teams. Equipment was distributed and a practice schedule established first in the gym and then for the field. A batting cage was approved and installed in the GVS gym for use by the older teams. Uniforms were received two weeks prior to the first game. Field day was held, allowing coaches to help clean up the field and build up the mound to its proper height. Unfortunately, the rainy start to the season created gaming issues and a ripple effect to the remaining season schedule due to large amounts of standing water in the fields (2 plus inches) for most of May.

Despite information shared with coaches and parents, the concession did not operate due to the changing of home games and little, to no support. Googins hoped to make this a more prevalent request next year to get parents involved.

A great accomplishment was had by the Minors Gold Team, coached by Tom Ripley, who won the league championship for their division.

Soccer information for summer Pre-K and for fall was shared through GVS and will be posted in the Grantham News and Kearsarge shopper. Coaches for all levels are being secured. Summer soccer for Pre-K will begin in mid-July through mid-August, and will be held Saturday mornings at the park.

Googins reported that it was a great season overall for enrollment and there were a couple of sponsors for two of the teams. The rainy spring hindered everyone's game schedule with there being two inches of standing water in the field during most of May and a lot of home games had to rescheduled at the other teams field.

Fire Department – May Report: Grantham Fire and EMS were called to 10 emergency incidents in the month of May. There were 4 calls for Fire/Rescue and 7 EMS calls – of which Grantham EMS responded to 3.

Fire Department Responses for May:

- 1 – Brush, or brush and grass mixture fire-mutual aid
- 1 – Vehicle accident
- 1 – Dispatched and canceled en route-nothing found by PD
- 1 – CO detector activation due to malfunction

# Approved

## Equipment:

2 – SCBA units OOS for regulator issues  
Radio Repeater in E1 OOS

## Training:

Three training sessions were completed:

- 5/14/2019 Basics of Forestry
- 5/21/2019 Forestry Equipment review/test-portable pumps
- 5/28/2019 SCBA Obstacle course

Chief Hastings reported that training continues to be a priority for the Department. In May, they had their annual review of forestry equipment and operations. This will give them the opportunity to review procedures and test the equipment during one of the high fire danger times of the year. An obstacle course was set up for the firefighters to negotiate while being in full gear and SCBA. This simulation helps to keep them mentally and physically prepared for search and rescue operations during a fire.

Chief Hastings informed that the Department received two cars. On one car, they did extrication training, cutting, and patient care and stabilization. Springfield Fire Department came over and they burned both cars which was a good training.

Chief Hastings said "As always, we thank the Select Board and the Town for its continued support of the Fire and EMS Department".

Town Administrator: In May, the office processed 11 Building Permit Applications, 1 Planning Board Application and 24 property transfers

White reported that credit cards are up and running in the Town Clerk/Tax Collector's office.

White stated that she has been in contact with KRT Solutions, the appraisal company that the board chose for the statistical update. They are working on a contract and will get that to the Board in the near future.

White informed that a site visit needs to be scheduled at a location on Stocker Pond Road to address some concerns that a resident had regarding a culvert and flooding. The Board proposed July 16 and 17 or the early morning of July 15.

White informed that Sheridan Brown said he was unable to attend this meeting and provided the Selectmen with a packet of closing documents from the Conservation Fund to review regarding the purchase of the Sawyer Brook Headwaters land.

A motion to approve the closing documents provided in a packet of materials from the Conservation Fund dated June 26, 2019 and to authorize Town Administrator Melissa White to execute any of the closing documents on the Board's behalf was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

# Approved

A motion to authorize Town Administrator Melissa White to execute any other documents that might come up at closing on the Board's behalf was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

The Zoning Board meeting scheduled for June 27, 2019 has been rescheduled to July 9, 2019 at 7:00 PM.

The July 1, 2019 Conservation Commission meeting has been cancelled.

The Cemetery Trustees will meet on July 16, 2019 at 6:30 PM.

The Planning Board meeting will be held on July 18, 2019 at 7:00 PM.

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 5:46 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; and Town Administrator Melissa White

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

A motion to leave Non-Public session and return to Public Session at 5:53 pm was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

A motion to seal the minutes of this non-public session was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 5:54 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; and Athletics Director Marsha Googins

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

A motion to leave Non-Public session and return to Public Session at 6:08 pm was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

A motion to seal the minutes of this non-public session was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

Sheridan Brown joined the Public Session of the meeting. There was a brief discussion about the Sawyer Brook Headwaters purchase and the turtle he rescued on Dunbar Hill Road.

# Approved

## ADJOURNMENT

There being no further business, Selectman Garland moved to adjourn, seconded by Selectman Jones; by unanimous vote, the Board adjourned at 6:36 pm.

The regular meeting of the Board of Selectmen will be held on **Wednesday, July 10, 2019** at 5:00 pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper  
Administrative Assistant