

Approved

Town of Grantham Board of Selectmen Meeting Minutes December 11, 2019

The meeting of the Board of Selectmen was called to order at 5:02 pm on Wednesday, December 11, 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: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Attorney Sheridan Brown;

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 Selectmen meeting minutes held on 11/13/2019; 11/21/2019; 11/25/2019; 12/04/2019; seconded by Selectman Jones. ***Unanimously approved.***

CONSENT CALENDAR

1. Payroll Manifest #578
2. Accounts Payable Manifest #654/702 & #655/703
3. 2019 Tax Abatement: M/L 237-053-000 – 486 Cote Road: \$2,881.00
4. Purchase and Sales Agreement between The Conservation Fund and the Town of Grantham
5. Building Permits:
 - a. M/L 225-095-000; 60 Troon Drive – Changing Heat System
 - b. M/L 225-068-000; 19 Wedgewood Drive – Extend Roof over Entrance, Generator, A/C Comp., Repair Electric
6. Correspondence
 - a. Comcast: Notice was received from Comcast regarding changes to Xfinity TV service. Impacted customers were notified of the changes through a bill message
 - b. Grantham Zoning Board of Adjustment; Notice of Decision: Case #ZBA 10– 2019 – 01: The Variance, Article IX Section 8, in Case #ZBA 10-2019-01, Map 241, Lot 004 was Denied.

Town Administrator White asked that item number 5.b. be removed from the Consent Calendar because she is waiting for information from the Fire Marshall's Office.

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

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CITIZEN COMMENTS

Sheridan Brown commented that the Town of Grantham received the LCHIP Grant for \$215,000 for the Sawyer Brook Headwaters project, the Selectmen and Town Administrator Melissa White were there to participate and accept the check. He wanted to put in a thank you because these things always take a lot of work and a lot of speed because sometimes the deals have to happen quickly. He said the Board of Selectmen's support for the project was awesome and he is still amazed that they got it done in that short a time span. He credited White with some of that because things came in at the last minute and needed to get before the Selectmen. He stressed that it was a really good effort from the Town side and it made a huge impact with the LCHIP reviewers to see the Town's financial commitment and to also see the support and the confidence that we brought to it. He thought they were really impressed with how much people worked on this and The Conservation Fund remarked that it's great to have a Board that is this engaged and supportive. Brown noted that he is relaying a lot of what he has heard from other folks and people are really impressed with the Town of Grantham and what we pulled together in a short time frame.

White told Brown that they were fortunate to be working with him and to have him at the table supporting them. The Selectmen agreed and expressed their appreciation to Brown.

A motion was made by Selectman Garland to let the record show how grateful the Board of Selectmen is for Brown and all of his work securing the Sawyer Brook Headwaters; seconded by Selectman Jones. **Unanimously approved.**

APPOINTMENTS TO MEET WITH THE BOARD

Chris Moen, NH DOT Bureau of Bridge Maintenance: Town Administrator White reported that Chris Moen would not be attending the meeting, but she wanted to update the Board as follows: She met with SAU 75 Superintendent, Sydney Leggett, and Assistant to the SAU Administration, Brenda Molloy, to discuss our collective concerns with this project. They wanted to have a better understanding of what DOT was proposing. White received a phone call from the engineer, Andy Hall, whom she said led her to believe that they were going to move forward with this project despite the Town's opposition to it. Leggett sent a letter to Steve Johnson, Administrator of the Bureau of Bridge Maintenance, and within a very short time, White received a phone call from Andy Hall stating that they would find somewhere else to go. White recommended to the Board that they send a letter thanking them for considering our concerns and that we would look forward to discussing this project at a future date, hopefully, in warmer weather when school is out.

OLD BUSINESS

Partial Survey of the Class VI Portion of Miller Pond Road: White informed that the Secretary of State's office received the survey plan.

Miller Pond Road and Safety and Drainage Improvement Project: The plans are nearing completion, and White is expecting the final construction estimates by the end of the week.

Emergency Operations Plan Updates: White said the Emergency Operations Plan Updates and Hazard Mitigation Plan Updates were discussed at the last meeting, and she will keep them on the Agenda as Old Business so as not to lose sight of them.

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Hazard Mitigation Plan Updates: See above.

Code Enforcement: In the interest of time, Code Enforcement was not discussed.

- a. M/L 211-067-000; Tall Timber Dr.; Brownell, Crystal & Farmer, Jason
Obnoxious Use (Junk); Unpermitted Structure.
- b. M/L 236-056-000; 172 Cote Road; Stires, Amy & Hayward, Shawn
Obnoxious Use (Junk)
- c. M/L 237-054.42-000; 360 Cote Road; Webb, Douglas
Obnoxious use (junk).
- d. M/L 241-004-000; 29 Cote Road; Gilson, Janet & Howard, Adam
Operation of Business in Residential District.
- e. M/L 236-065-000; 578 Route 114; Hoh, Donald
Obnoxious use (junk)
- f. M/L 212-019-000; 1694 Route 10 North; Congdon, Robert K. & Campbell,
Sandra
Operation of Business in Residential District.

NEW BUSINESS

Transfer Station – October Report:

Solid Waste – 7 runs; 71.94 tons
Construction Demolition Debris – 10 runs; 45.42 tons
Light Iron – 2 loads; 8.1339 tons; Revenue: \$488.03
Cardboard – 22.33 tons; Revenue: \$893.20
Freon - .195 units; Expense: \$1,560.00
Electronics – 3.29 tons; Expense \$1,132.14
Glass – 1 load; 7.31 tons; Revenue: \$255.85
Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons
Revenue: \$ 0.00
Expense: \$1,376.38

Comingle – w/o glass – (Plastic) – 2 loads; 2.64 tons
Revenue: \$ 0.00
Expense: \$331.81

Total tonnage of material taken away: 169.6039
Tickets collected at Transfer Station: \$3,080.00

Total Revenue from recycling: \$1,381.23
Total Expenses from recycling: \$4,844.18
Net Expense from recycling: \$3,462.95

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Town Administrator: In the month of November, the office processed: 14 Building Permit Applications, 2 Planning Board Applications, 1 Zoning Board Application, and 16 property transfers.

Statistical Update: White met with DRA and KRT Appraisal on December 5, 2019, for the start-up meeting. DRA will monitor the contract and do an assessment review where they select a random sampling of properties and check the data. They will also review the current use files, credits and exemptions, and the charitable/religious/educational exemptions (not many of those here in Grantham). White is working with KRT on a public notice that will go out soon regarding the different phases of the project.

Town/School Joint RFQ: White is waiting for the Library Trustees to decide if they want their building included. They meet on December 16, 2019. White asked the Selectmen if they wanted any changes. They did not, and White emphasized that there is no rush on this project.

Building Updates: The new generator for the Transfer Station is scheduled for the week of December 18, 2019.

Sale of Tax-deeded Property: The Planning Board approved the list, and it goes to the Conservation Commission next.

Audit: The auditors have informed that they will be finalizing the FY2019 audit soon. Once completed, they will find a date to come and go over it with the Board.

The Highway Department's 2015 plow truck has broken down four out of the last five storms that we have had so far this year.

Holidays/Town Office Closures:

- December 24 & 25, 2019: Christmas Holiday
- January 1, 2020: New Year's Day
- January 20, 2020: Martin Luther King Day

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Garland and seconded by Selectman Jones to enter into a Non-Public session at 5:40 PM. Present were: Chairman Warren Kimball; Selectman Constance Jones; 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;	Yes
	Selectman Peter Garland	Yes

A motion to leave Non-Public session and return to Public Session at 5:43 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.**

Approved

In accordance with RSA 91-A:3 section II-d, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 5:44 PM. Present were: Chairman Warren Kimball; Selectman Constance Jones; 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;	Yes
	Selectman Peter Garland	Yes

A motion to leave Non-Public session and return to Public Session at 5:55 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.**

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Garland; by unanimous vote, the Board adjourned at 6:09 PM.

The next regular meeting of the Board of Selectmen will be held on **Wednesday, January 8, 2020**, 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