

# APPROVED

## Town of Grantham Board of Selectmen Meeting Minutes August 12, 2020

The meeting of the Board of Selectmen was called to order at 5:00 PM on Wednesday, August 12, 2020, by Chairman Garland. The Board met in the Jerry Whitney Memorial Conference Room and provided electronic access to those individuals who did not feel comfortable physically attending. A telephone number and pin were provided on the notices for the meeting.

Present: Chairman Peter Garland; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief John Parsons; Recreation Director Emily Rinde-Thorsen; Energy Committee Members, Kevin Davis and Andy Gelston; and John Beaulieu

### APPROVAL OF MINUTES

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of 07/22/2020 and 07/29/2020 seconded by Chairman Garland. *Approved by majority vote.*

### CONSENT CALENDAR

1. Payroll Manifest #600 & #601
2. Accounts Payable Manifest #734, #735, #736, & #737
3. Alternate Trustee of the Trust Funds Appointment – Donna Matson
4. Meadowsend Consulting Co. Forestry Services Agreement
5. Property Tax Refund (due to overpayment); M/L 213-015-000 - \$2,903.00
6. Building Permits
  - a. M/L 213-023-000; 63 Anderson Pond Road – Replace Deck
  - b. M/L 226-001-000; New Aldrich Road – New Home
  - c. M/L 213-102-000; 42 Shore Road – Partial Basement Remodel
  - d. M/L 234-094-000; 42 Greensward Drive – Bathroom Remodel
  - e. M/L 235-027-005; 23 Woodland Heights – Partial Basement Remodel
  - f. M/L 216-081-000; 7 Bobbin Hill Road – Shed
  - g. M/L 214-068-000; 32 Wildwood Drive - Garage
7. Shoreline Protection Cutting Plans:
  - a. M/L 215-061-000; Eastman, Road Round the Lake
  - b. M/L 215-060-000; Eastman, Road Round the Lake
  - c. M/L 215-010-000; Eastman, Road Round the Lake
  - d. M/L 215-051-000; 428 Road Round the Lake
  - e. M/L 215-109-000; 17 Granite Way
  - f. M/L 213-003-000; 12 Ash Lane
8. Correspondence
  - a. Brittany Pye: An email, with attachments, was received from Brittany Pye regarding the implementation of local mask ordinances in local Upper Valley towns.
  - b. Comcast (2): The Town received two letters from Comcast regarding updates to TV programming.
  - c. Community Action Partnership of New Hampshire: The NH Community Action Agencies announce the release of applications for the New Hampshire Housing Relief Program on June 30. Applications may be found at [www.capnh.org](http://www.capnh.org). The program is designed to keep people from losing their housing and to secure or maintain

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- d. permanent housing. Assistance is available to anyone with no income limitations. Anyone who has been impacted by COVID-19 is encouraged to apply, especially those that have not been able to pay their rent or mortgage or utility payments. See the website for details.
- e. Grantham Town Clerk/Tax Collector, Ken Story: Notice of Impending Tax Deed on September 9, 2020, 2017 Levy, was received from Town Clerk/Tax Collector, Ken Story.
- f. Newport Food Pantry: A thank you letter was received from the Newport Food Pantry expressing their appreciation to the voters of Grantham for the generous \$500 donation during this horrendous time in our history.
- g. NH Department of Environmental Services: A copy of a letter to the owners of 565 Route 10 South, M/L 237-025-000, was received, informing them that NHDES Land Resources Management Program has received a complaint of possible violations on their property. The owners have been asked to respond within 20 days of the date of the letter.
- h. NH Department of Environmental Services: A copy of an approval notice to the owners of 631 Route 114, M/L 236-010-000, for a Permit to Dredge and Fill was received from NHDES Wetlands Bureau.
- i. Tom (Last name not given): A “Contact Us” form was received from Tom, no last name given, expressing his dissatisfaction with being told by a Transfer Station employee that he must break down his cardboard before recycling it.
- j. United States Bankruptcy Court District of New Hampshire: The Town received a copy of a Notice of Hearing and a Motion to Sell Property Under Section 363(f)(5) in Case No. 20-10516-BAH.
- k. UVLSRPC E-Bulletin, August 2020: The UVLSRPC E-Bulletin for August 2020 was received.

Town Administrator White requested that item #6.g. be removed for discussion. Chairman Garland removed item #6.g. to be discussed under Citizen Comments.

A motion to approve the remainder of the Consent Calendar after the removal of item #6.g. was made by Selectman Jones; seconded by Chairman Garland. ***Approved by majority vote.***

## **CITIZEN COMMENTS**

John Beaulieu, who is the Applicant of item #6.g., was present and explained his situation to the Selectmen.

A motion to approve item #6.g. with the condition that work must be completed by 08/13/2022 was made by Selectman Jones; seconded by Chairman Garland. ***Approved by majority vote.***

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

Police Chief John Parsons: Police Chief, John Parsons, updated the Board about the replacement of the 2014 Dodge Charger. He said that, shortly after Town Meeting, he was informed by Hillsboro Dodge, who is the holder of the NH State Bid for Chargers, that Dodge had ceased production of the 2020 Charger in October of 2019 and that he should be able to place an order for a 2021 Charger at the end of

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July. He was recently told by them that orders for the 2021 Chargers would probably not be able to be placed until Nov/Dec 2020 with an approximate delivery timeline of Feb/March 2021. Also, there are anticipated changes to the interior and/or exterior of the 2021 Chargers that may not be compatible with the 2015 equipment. At the time of Town Meeting, the 2015 equipment would have been able to have been moved to the 2020 Charger.

Chief Parsons went on to say that he met with the CIP Committee to discuss this and future replacements. The new schedule going forward will be:

**Budget year 2020-2021:** Replacement of 2014 Charger. No swap out will occur. All the equipment currently in the 2014 should be able to be placed into the 2021 Charger. The 2014 does not have an exterior lightbar, cage or push-bumper. This will also allow for a determination of whether the equipment currently in the 2015 could be swapped to a 2021 or possibly a 2022. This will aid in obtaining quotes for Town Meeting 2021.

**Budget year 2021-2022** Replacement of the 2015 Charger. No swap out will occur.

**Budget year 2022-2023** Replacement of the 2017 Charger. No swap out will occur.

**Budget year 2023-2024** Replacement of the 2018 Ford Expedition

On a different subject, Chief Parsons told the Board that he had a conversation with Road Agent, Jeff Hastings, and that Hastings does not have the ability to communicate between his four vehicles, or with anyone else for that matter, except for cell phones which do not have service in certain parts of Town. Parsons informed that he has the ability, through Burlington Communications and a program through Motorola Radios, to turn in four of the Department's old radios and receive \$3,300.00 off the purchase and installation of four new radios for the Highway trucks. Hastings would be able to utilize the old Police frequency, which is still up and still runs so he would have coverage mostly throughout Town. The Department and Hanover Dispatch still monitor it, and they would also have the ability to plug in the Fire Department's main channel as well as their other channel so that if the Fire Department was out and needed the Highway Department, they could communicate back and forth.

Selectman Garland asked about the Quote. Parsons explained that the purchase price of four radios from Motorola would be \$14,340.64, and the installation of the radios down the road through Burlington Communications would be \$1,470.00. This includes a discount of \$3,300.00 for trading in the old radios.

Selectman Jones asked where the money would come from. Town Administrator White replied the Highway Equipment Capital Reserve Fund.

A motion to accept the proposal submitted by Police Chief John Parsons for new radios for the Highway Department trucks to be paid out of the Highway Equipment Capital Reserve Fund was made by Selectman Jones; seconded by Chairman Garland. ***Approved by majority vote.***

The Police Department Report for July was reviewed by the Selectmen. They did not have any questions for Chief Parsons.

Energy Committee: Energy Committee Members, Andy Gelston, and Kevin Davis were at the meeting to discuss an alternative way of purchasing power called Community Power Aggregations. The

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Committee listened to a presentation given by Henry Herndon of NH Clean Energy at its last meeting, and Gelston gave the Board a copy of the PowerPoint presentation and explained the concept of Community Power Aggregations. There was discussion and many questions. A lot of the answers are still being worked out, and Gelston explained that they wanted to introduce this concept and give the Board some time to look over the material, and if it's something the Town is interested in, they can continue to gather information. This is governed by RSA 53-E, and a copy of this RSA was provided at the end of the PowerPoint presentation.

## **OLD BUSINESS**

Opening of Town Hall: Town Administrator White reported that the Access Control System has been ordered, and it will need some preprogramming. It is anticipated to be installed the week of August 24. The Town has the pedestal signs saying Facemasks Required and the stickers for the floor. The divider for the Town Clerk/Tax Collector windows has been ordered.

Class VI Portion of Miller Pond Road Utility Pole Relocation: The new utility pole has been set. White emailed Consolidated Communications and Eversource to ask the timeline for the wires to be switched.

White spoke to Dave Wood about the logging project, and he said the value of the timber that is in the Town Forest has significantly decreased, so it's most likely that they will put off the timber harvest until next year

Miller Pond Road Safety and Drainage Improvement Project: No new information.

Hazard Mitigation Plan Updates: White said she is waiting for Vickie Davis, Upper Valley Lake Sunapee Regional Planning Commission, to schedule some Webex meetings to complete the update.

## **NEW BUSINESS**

Fire department June Report: The Board reviewed Chief Hastings report for the month of June. There were no questions.

Recreation Update: Recreation Director, Emily Rinde-Thorsen provided an update on the Pump Track Proposal and explained that it turned into something much bigger than anticipated. She said the Recreation Committee would not meet again until after school starts due to the two week isolation period the school is imposing on the Town. They will discuss this matter at the next meeting.

Rinde-Thorsen informed that the parade has been canceled. A notice will be sent out in the e-news.

Trustees of the Trust Funds – July Report: The Trustees of the Trust Funds July Report was reviewed.

Town Administrator's Report: White reported that she has been busy preparing for the upcoming Audit, working on COVID-19 expenses, and with Homeland Security and Emergency Management to get the Town's application to FEMA processed. She has also been spending time working with election officials, Supervisors of the Checklist, Moderator, etc. to brainstorm on how everything is going to work and to make sure that they have what they need for the elections.

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## ADJOURNMENT

There being no further business, Chairman Garland moved to adjourn, seconded by Selectman Jones; by unanimous vote, the Board adjourned at 6:10 PM.

The next regular meeting of the Board of Selectmen will be held on **Wednesday, August 26, 2020**, at 5:00 PM. Complete details on how to join the meeting will be included on the agenda, which will be posted at the Grantham Post Office and on the Town's website calendar at [www.granthamnh.net/calendar](http://www.granthamnh.net/calendar)

Respectfully submitted,



Ann Jasper  
Administrative Assistant