

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes May 27, 2009

The regular meeting of the Board of Selectmen was called to order at 4:59 p.m. on Wednesday, May 27, 2009 by Chairman Harold Haddock Jr. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Present: Chairman Harold Haddock Jr.; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Tina Stearns; Administrative Assistant Melissa White; Missy Walla; Jeremy Walla; Richard Anderson; F. Robert Osgood; Jamie Hunt; Phil Schaefer; Robert McCarthy; Tanya McIntire; Simon Mayer; Todd Cartier; Sarah Johnson; Jodie Jones Poljacik; Town Clerk/Tax Collector Rita Eigenbrode; Treasurer Chris Morris and other members of the public

ADMINISTRATIVE

For Approval/Signature – **APPROVED**

- ✓ Building Permit Applications:
 1. M/L 223-015-000; 7 Whitetail Ridge; *3-Season Room*
 2. M/L 221-030-000; 90 New Aldrich Road; *Garage extension*
 3. M/L 222-212-000; 10 Highwood Way; *Deck*
 4. M/L 233-093-000; 33 Dunbar Hill Road; *Deck/Porch & Replace foundation*
- ✓ Sustainable Map Solutions Maintenance Agreement
- ✓ Deed Waivers:
 1. 235-027-011; 137 Woodland Heights
 2. 238-007-000; 95 Jericho Road
 3. 223-021-000; 37 Whitetail Ridge
 4. 211-038-000; 155 Tall Timber Drive
- ✓ 2008 Property Tax Abatements *GRANTED*:
 1. M/L 222-204-000; 23 Highwood Way
 2. M/L 215-076-000; 7 Sylvan Walk
 3. M/L 212-118-000; 26 High Pond Road
 4. M/L 220-006-000; 37 Haystack Road
 5. M/L 236-025-000; 125 Stocker Pond Road
- ✓ 2008 Property Tax Abatements *DENIED*:
 1. M/L 225-303-000; 29 Eagle Drive

APPROVAL OF MINUTES

- ✓ Chairman Haddock requested any changes to the regular meeting minutes of May 13, 2009. Tanya McIntire requested the following changes:

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- Page 3, paragraph 4, last sentence to read: Ms. McIntire answered that approximately three to five vendors initially would participate and the event would be held on Friday's from 3pm to 6pm.
- Page 4, first bullet to read: The soil reclamation being conducted at the Collier property site may require local permits and zoning approval.
- Page 5, paragraph 8 to read: Ms. McIntire stated she was concerned with the berm at the retention pond that has yet to be built.
- Page 5, paragraph 10, last sentence to read: Ms. McIntire answered that she hoped residents would see that the science behind the retention pond is not considerate of the people downstream and asked the Board of Selectmen for the following
 - Page 5, first bullet after paragraph 10 to read: To issue a cease and desist order of the construction on the retention pond.
 - Page 6, add additional bullet at the top of the page to read: 75 ft. setback in Grantham.
 - Page 6, fourth paragraph, second sentence to read: Ms. McIntire felt it was important to know who was responsible for the DES permit and waiver applications.
 - Page 6, fourth paragraph, fifth sentence to read: Administrator Stearns clarified the town signed the applications because it still owned the land at the time they (applications) needed to be submitted.
 - Page 6, addition to the end of the fifth paragraph: Mrs. McIntire referenced the teaching about a wise man who builds on a rock and a foolish man who builds on the sand; she has seen a lot of rock removed and replaced by sand.
 - Page 7, fourth paragraph, first sentence to read: McIntire read a portion of RSA 674:54; "a plan shall be submitted at least 60 days prior to construction" and stated that the municipality is responsible for enforcing the regulation [of RSA 674:54].
 - Page 7, addition to the end of the fourth paragraph: Mrs. McIntire stated it had been a town owned parking lot.
 - Page 7, fifth paragraph, last sentence to read: Ms. McIntire asked those in attendance to remember this meeting and when more land needs to be purchased or the flood insurance won't pay because it wasn't applied for correctly, then may God have mercy on this town.

A motion was made by Selectman Kimball to approve the regular meeting minutes of May 13, 2009 as amended; second by Selectman Jones. ***Unanimously approved.***

PUBLIC HEARING – TOWN PARKS AND RECREATION AREAS ORDINANCE

Chairman Haddock asked if there were any questions or comments regarding the Town Parks and Recreation Areas Ordinance.

Rick Anderson asked for clarification of the "unauthorized use of the ball field" and if parents were prohibited from playing ball with their kids on the fields. Administrator Stearns responded no and explained that was the purpose of the ball field. Chairman Haddock explained an unauthorized use would be having a bonfire there. Selectman Jones offered the example of another team wanting to play on the field without making prior arrangements.

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Mr. Anderson suggested posting a sign with the rules and regulations when the park is complete.

Mr. Anderson felt the carry-in/carry-out policy was a good idea but felt trash receptacles should be placed around the ball fields to help prevent litter.

A motion was made by Selectman Jones to accept the Town Parks and Recreation Areas Ordinance as written; second by Selectman Kimball. Unanimously approved.

APPEARANCES

- Treasurer Chris Morris & Town Clerk/Tax Collector Rita Eigenbrode: TC/TC Eigenbrode explained that residents now have to write two checks when registering their automobile (one to the Town and one to the State of NH) and that she has to prepare two deposits (one for the Town and one for the State). Eigenbrode explained that she is an authorized Municipal Agent, which allows residents to complete the State portion of their vehicle registration with the Town Clerk. Administrator Stearns clarified that being a Municipal Agent for the State of NH is not a requirement; it is a service offered to the residents of the Town of Grantham so they can complete both portions of their registration.

Eigenbrode informed that the State of NH has an option available (based on House Bill 519) that would allow residents the option of paying for automobile registrations (both the town fees and state portion) with one check. Eigenbrode explained the easiest way to do this would be through a daily electronic transfer to the NH Department of Safety's (DOS) bank account. Eigenbrode went on to say that she and Deputy Town Clerk/Tax Collector Cindy Towle would need a password to do this.

Treasurer Chris Morris informed that Lake Sunapee Bank (LSB) does offer online banking for businesses; that it allows an administrator to establish online access to the town account. Morris explained that it is possible to give the clerks their own separate login and password, restrict their access and recommended the Treasurer be listed as the administrator [of the account].

Chairman Haddock asked about an audit trail. Treasurer Morris stated that all transactions would be online and that authorization would be limited to transfers only to the one DOS bank account; that the clerks would be able to print a receipt after the transaction is complete.

There was general discussion regarding security issues with online banking. Treasurer Morris felt that it is a safe option due to the ability to restrict user access. Chairman Haddock requested Treasurer Morris talk to another Town Treasurer that has the system in place. Morris will explore all the options and report back to the Board of Selectmen.

A motion was made by Selectman Jones to authorize Town Treasurer Chris Morris to establish business online banking for the town accounts at Lake Sunapee Bank and act as administrator; second by Selectman Kimball. Unanimously approved.

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- Grantham Recreation Park Committee (GRPC): Missy Walla (member of the GRPC – Playground/Recreation Building sub-committee) asked for permission to move forward with the Buy-A-Brick fundraiser for the new playground so that notices could be sent home to parents before the end of school.

Jamie Hunt presented the Board of Selectmen with two development/fundraising tracks to the recreation park and requested through June 30, 2009 to pursue both tracks and get the “big” gift he has been working on.

Mr. Hunt explained the objective for both tracks is to use non-public personal, in-kind, and financial contributions from individuals, businesses, and foundations to create three new fields, a playground, and other park amenities; also provide, in appropriate and convenient locations, space for indoor activities, offices, and storage.

Mr. Hunt proposed: “A” Track – Recreation Park, would pursue four, \$2,500 grants and resume the Buy-A-Brick fundraiser. This would raise enough money to be eligible for the \$10,000 match in 2010 by the Byrne Foundation. A playground and ball field would be in place by the spring of 2010.

“B” Track – “Veterans Park”, Mr. Hunt explained the donor would be a veteran interested in promoting veteran causes. If the gift was accepted, Mr. Hunt recommended retaining Gale Associates to refine the plan, work to acquire the barn property for parking, look for a groundbreaking ceremony at Old Home Day and start work on the ball fields in the fall of 2009. Mr. Hunt explained that if the plan for the fields as recommended by Gale Associates is used it would take two years but felt it would pay off in the long run. Hunt continued that in those two years a series of ceremonies could be held to honor veterans and those who have contributed to the community and develop a plan for events such as banquets and tournaments to provide ongoing operating money.

Chairman Haddock didn’t feel there was a conflict with pursuing the larger donors and the Buy-A-Brick fundraiser at the same time. Mr. Hunt felt that waiting to start the Buy-A-Brick fundraiser would be good because it could be “wrapped into” a comprehensive plan.

Selectman Jones asked how the Buy-A-Brick fundraiser would complicate Mr. Hunt’s fundraising efforts. Jones explained that the Buy-A-Brick fundraiser focused on families with young children and small businesses who are interested in supporting a playground; not the big donors.

Mr. Anderson explained that the committee looked at fundraising for the whole park and if the “bricks” were sold and the big donors fell through, then it could be a long time before there is something to show [for the bricks]; that residents should be able to see a playground in place within a couple of years.

Todd Cartier asked if new prices had been obtained for the playground equipment and the price for installation. Jodie Jones Poljacik confirmed the price received in the last two weeks was around \$34,000. Sarah Johnson explained that the original plan offered free installation. Ms. Johnson continued that there is a sale that would allow the purchase of a larger piece of equipment but would cost approximately \$11,000 to install it.

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Mr. Hunt felt that fundraising should be done once with everything comprehensively if possible. Hunt felt a mailing in the fall with a timeframe of what is planned to be done was the best option.

Hunt asked how many bricks had to be sold to pay for the balance of the playground. Ms. Walla gave Hunt an outline that showed 10 granite benches, 80 granite pavers, and 310 granite bricks would need to be sold to reach the \$25,000 goal.

Mr. Anderson asked where the "bricks" would be placed. Ms. Jones Poljacik responded that the "bricks" would be placed in the vicinity of the playground or the pond in a circle with a flag in the middle; that the total would be approximately 144 linear feet. A rough estimate for the installation of the "bricks" has been obtained but the goal is to have it all donated.

Resident Todd French felt the Buy-A-Brick fundraiser should be started now. Mr. French asked if the ball fields at the school would be available after June 20, 2009. Administrator Stearns stated that once this season is over, the school will proceed with the construction but the ball field will be able for use after the construction is complete if needed.

There was general discussion regarding a town wide mailing for the "brick" fundraiser and other notification options. Administrator Stearns stated the information can be put on the website and list serve.

Resident Bob McCarthy stated the School Board is committed to having a ball field available until the Town is able to build a field.

The Board of Selectman granted permission to start the Buy-A-Brick fundraiser. Chairman Haddock requested the Board and the rest of the committee be kept informed of the progress.

Mr. Anderson asked if the Department of Environmental Services (DES) had been contacted regarding the setback requirements of the fields. Selectman Kimball stated he had spoken with NH DES. Chairman Haddock asked if a surveyor is needed. Selectman Kimball will contact Clayton Platt.

Mr. Anderson stated that Gale Associates did not take into consideration the setback requirements because the use was not changing. Selectman Kimball stated the setback requirements apply because excavation is needed.

Mr. Anderson asked how many quotes (for the excavation) are needed. The Board of Selectmen requested at least two quotes; preferably three.

Mr. Schaefer asked for clarification on the setback requirements. Selectman Kimball stated the DES informed him that there is a 50 foot area that begins at the high water mark; that excavation is prohibited within that area.

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Resident Simon Mayer asked the status of the Recreation Park Building. Chairman Haddock stated it would be deferred for now; that it would be studied over the next several months with the hopes something would be ready for the voters in March 2010. Mr. Mayer stated he saw an advertisement for an activity at the Recreation Park. Administrator Stearns clarified that the activity was the "Craft in the Park" that is held outside.

Mr. Mayer asked how much was spent on the Recreation Park Building. Administrator Stearns answered that \$8,200 has been spent on phone, electricity, heating fuel, and maintenance; that \$11,600 has been budgeted for the 2009/2010 budget year.

CORRESPONDENCE

- Town Administrator Tina Stearns: Selectman Jones read the resignation letter from Tina Stearns which stated:

"Please accept this letter as my formal resignation as Town Administrator for the Town of Grantham to become effective as of July 2, 2009.

I want to thank you for allowing me to grow into the position and I am proud of the job I have done for the town. Grantham is my home town and will always hold a special place in my heart. Much thought has gone into my decision and the time has come for me to focus 100% on my own company."

Chairman Haddock stated that Administrator Stearns will be missed; that her leaving is a loss to the Town.

Mr. McCarthy stated he was very disappointed to see Administrator Stearns resign; that he had always been treated with respect, courtesy and good humor and that it would be a great loss to the Town.

- Tanya McIntire: A thank you was received from Tanya McIntire for allowing her to speak at the May 13, 2009 meeting.

OLD BUSINESS

- GVS Pedestrian Path: Building Supervisor F.R. Osgood informed that an agreement was made with the Grantham Village School; that their Maintenance crew will keep the area clear of snow on the school side; Supervisor Osgood will maintain the bridge and the area around the Fire Department.
- Road Agent's Estimate For Plowing GVS: Administrator Stearns informed that Road Agent Newcomb obtained a quote for plowing the parking lot at GVS with the islands for the 2009/2010 season from United Construction which was \$17,000; \$11,200 for plowing and \$5,800 for salt/sanding. Mr. Schaefer asked if another estimate was obtained. Administrator Stearns responded no.

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Mr. Schaefer stated the Board had agreed to obtain quotes with and without the islands. Selectman Jones stated the School Board had reported they were installing the islands. Mr. Schaefer felt an estimate without the islands was important. Chairman Haddock stated the Road Agent will obtain another estimate for the plowing without the islands.

Mr. McCarthy informed the School Board has agreed to space the islands far enough apart so the truck does not have to "back drag" the snow; that it will still be a "clean swipe" through the parking lot and any debris left over by the plow would be cleared by the school maintenance crew. Mr. McCarthy requested that be taken into consideration with the original estimate.

- Recreation Park Building Water Damage Repairs: Administrative Assistant Melissa White informed that the repair work should be completed by Friday, June 5, 2009.

OTHER

- Resident F.R. Osgood informed he had recently seen a Grantham Police cruiser running radar on Interstate 89 and asked if the Board of Selectmen allowed it. Selectman Jones stated the Board of Selectmen does not set the policies for the Police Department, the Police Chief does.

Chairman Haddock stated the Board of Selectmen had raised the question before and that Chief Madore told them Grantham Police Department does not run radar on the Interstate.

Mr. Osgood felt the police department should be in town and not on the Interstate; that the State Police are responsible for the Interstate.

Chairman Haddock stated the Board will follow-up with the Chief.

- Mr. Mayer asked for clarification on the deed waivers. Administrator Stearns stated that the deed waivers were signed and that the liens will continue.

NON PUBLIC

In accordance with RSA 91:A:3, II on a motion by Selectman Jones, second by Selectman Kimball, after proper 3-0 vote, the Board entered into Non-Public session at 6:25 p.m. to discuss a legal issue. Present were: Chairman Harold Haddock, Selectman Constance Jones, Selectman Warren Kimball, Town Administrator Tina Stearns, and Administrative Assistant Melissa White.

Following proper vote, the Board returned from Non-Public session at 6:45 p.m.

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ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; ***the Board voted unanimously to adjourn at 6:45 p.m.***

The next Selectmen's Meeting is scheduled to be held on Wednesday, June 10, 2009 at 5:00 p.m. in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

Respectfully submitted,

*Melissa M. White
Administrative Assistant*