

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes March 24, 2010

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, March 24, 2010 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 Becky Newton, Esq.; Administrative Assistant Melissa White; Joey Holmes; Conservation Chair Richard Hocker; Simon Mayer

ADMINISTRATIVE - APPROVED

- ✓ 2009 Tax Liens
- ✓ 2009 Property Tax Refunds (*due to overpayment*):
 - a) M/L 216-199-000; 12 Butternut Road - \$27.62
 - b) M/L 225-319-000; 29 Clearwater Drive - \$29.12
 - c) M/L 212-104-000; 25 Forest Road - \$5.96
 - d) M/L 216-039-000; 101 Burpee Hill Road - \$56.59
 - e) M/L 216-166-000; 12 Old Spring Drive - \$88.94
 - f) M/L 225-271-000; 37 Fairway Drive - \$9.32
 - g) M/L 234-127-000; Howe Hill Road - \$21.84
 - h) M/L 222-142-005; 5 Pioneer Point - \$6.94
- ✓ Building Permit: M/L 215-061-000; West Cove A – Modifications to pump station
- ✓ Cartographic Associates GIS Service Maintenance Agreement (4/24/10 – 4/23/11)

APPROVAL OF MINUTES

- ✓ Chairman Haddock requested any changes to the regular and non-public meeting minutes of March 24, 2010. There being none, a motion was made by Selectman Kimball to approve both minutes as written; second by Selectman Jones. ***Unanimously approved.***

APPEARANCES

- Conservation Chair Richard Hocker: Mr. Hocker discussed the Shoreland Protection Act and requested the Board of Selectmen write a letter delegating their authority to administer and oversee the rules and regulations of the Shoreland Protection Act to the Conservation Commission.

After much discussion the Selectmen said they would take the request into consideration.

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CORRESPONDENCE

- Pat Remick – Coalition Communities: Pat Remick informed she sent an email to Senator Houde urging support of SB465 to extend the education funding formula collar for an additional year while establishing a study committee to study the sustainability of the formula.
- Antioch University – Selectperson Insitute: A letter was received from Antioch University informing of their upcoming Selectperson training workshops.
- Comcast: A letter was received from Comcast informing of their channel lineup changes. Comcast customers will be informed of these changes through messages on their monthly billing statements.
- Chris Poljacik: A letter was received from Chris Poljacik regarding the sticker check conducted on March 6, 2010.

The Selectmen felt a good effort had been made to inform all residents. Chairman Haddock requested Administrator Newton write a letter to Mr. Poljacik letting him know about the notifications that were sent out.

Selectman Jones suggested having someone at the Transfer Station to hand out the stickers when future sticker checks are conducted.

Simon Mayer stated there wasn't any instruction on where the sticker should be placed on the vehicle. Selectman Jones said the placement has changed over the last few years; that they are working to make it uniform.

- NH Department of Revenue Administration (NH DRA): A response to the Town's request to change the assessment review year from 2011 to 2010 was received. NH DRA granted the request and informed that the next assessment review will be in 2015.

Newton informed an assessment review meeting is scheduled for March 25, 2010.

OLD BUSINESS

- Pepsi's "PSST" Program: Administrator Newton announced that out of nine applications received Grantham was chosen as the recipient of Pepsi's "help refresh your town" program; that they will help build the playground in May. A meeting with the directors of Pepsi will be set up soon.

Newton informed the Playground Sub-Committee will meet on March 26, 2010 at 9:30am; that a full Recreation Park meeting will be held on Wednesday, March 31, 2010 at 7pm in the Grantham Town Building, Jerry Whitney Memorial Conference Room.

- NH Department of Safety Radio Grant: Tabled until the work has been completed.

NEW BUSINESS

- MS 2: Administrator Newton informed the MS 2 report is ready for signature. She did have one question about how to report Article 14 and will let the Board know if NH Department of Revenue Administration is in agreement with how it was recorded.

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- Budget: Administrator Newton asked how the Board wanted to handle the reduction of \$30,000 from Highway Administration; that Highway Administration is made up of several different accounts. Selectman Jones asked what the amount was for the additional person. Newton said \$29,600. The Selectmen requested that \$29,600 be taken from the Highway – Full-time hourly line and the other \$400 from another line within Highway Administration.
- Contact Information for Public Service of New Hampshire (PSNH): Administrator Newton informed that Eastman Community Association General Manager Ken Ryder had sent his contact information to PSNH and asked if the Selectmen wanted to meet with PSNH to update the Town's contact information. Newton will coordinate a date.
- Bi-Annual Boiler Inspections: Administrator Newton informed the boilers were inspected and the boiler in the Archives building had some corrosion around some valves and had not been cleaned in four years. It was also noticed the boiler in Town Hall had not been cleaned since January 2008.

Chairman Haddock requested they be cleaned as soon as possible; then get on a regular cleaning schedule for each year starting in the fall of 2011.

There was discussion about which company to use. Selectman Jones suggested contacting Irving, since they supply our fuel, and find out if they have a service plan.

- Turf Management Workshop: Selectman Kimball recommended, after attending the workshop, to get someone who has a "Commercial Pesticide Applicator License" because any work done on the Recreational Fields should be done by a certified person. Kimball will attend the workshops to get certified.

There was discussion regarding getting volunteers to mow the recreational fields. The Selectmen requested Primex be contacted to see what kind of liability there would be. Administrator Newton informed the Town has a volunteer agreement that can be signed.

- Crane & Bell Contract: A motion was made by Selectman Kimball to approve the contract with Crane & Bell for \$3,000.00; second by Selectman Jones. ***Unanimously approved.***
- Grantham Indoor Current Use: Administrator Newton informed that Robert Mac Neil, owner of Grantham Indoor is appearing before the Zoning Board on March 25, 2010 for a variance request; that in looking through their file she found that the Town did not have all of the copies of the State permits that had been issued.

Newton stated she met with Mac Neil and now has all the copies and that he is in excellent compliance. Newton explained the issue that remains is the determination by the State that some of his land comes out of current use. A Land Use Tax Change bill will be prepared.

Chairman Haddock asked why the State was requiring the Land Use Tax Change bill. Newton explained that if the material was being re-used on site, no Land Use Change Tax bill would be necessary but since the material Mr. Mac Neil excavated from his property was sold it has to come out of Current Use and a tax has to be paid on it.

Newton stated she reviewed the crushed gravel, fill and bank run purchased from Mr. Mac Neil; that the Town bought 2,792 yards of material for a total cost of \$24,012. Newton said she has not reviewed the slips from Carroll Concrete. The Selectmen felt that information should be obtained as well.

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DEPARTMENT REPORTS

➤ Town Administrator:

- Federal Surplus Renewal – Newton explained the renewal is required if the Town wants to have access to Federal surplus items. The Police, Fire, Highway and Recreation Departments should have access. Chairman Haddock informed Newton would be the designee.
- Household Hazardous Waste Day – Newton informed the flyer for Household Hazardous Waste Day is complete and will be distributed.
- Request from Planning Board – Newton said she was instructed by the Planning Board to send out two letters for Zoning Violations. One went to Dwight Stohl, Jr. regarding the Pizza Chef sign. Newton explained the violation was because no signs are permitted along ridge lines or parapet of buildings and any illuminated sign for an enterprise shall be extinguished upon the closing hour; the original sign application did not indicate the sign was to be illuminated.

The other violation was for Spencer’s Closet due to no site plan review application and no sign permit application.
- Resolution for Unemployment Compensation Insurance: Newton explained a resolution was needed for the Unemployment Compensation Insurance; that a letter is needed delegating our authority to handle the unemployment claims over to Primex as well as Power of Attorney.

Resolved: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Membership Agreement as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of membership. The coverage provided by Primex in any year of membership shall be as then set forth in the Coverage Documents of Primex.

A motion was made by Selectman Jones to accept the resolution from Primex; second by Selectman Kimball. Unanimously approved.

OTHER

- Simon Mayer asked if there were any updates on the trees in Sawyer Brook. Selectman Jones stated she had contacted NH Department of Environmental Services and there is nothing the Town can do with the trees in Sawyer Brook. They can only be removed if they have fallen on a power line or in the roadway creating some type of hazard.

Mr. Mayer felt one of the trees was a hazard; that it could fall onto Route 10. Selectman Jones will look into it.

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- Resident Joey Holmes informed that Steve Taylor, a former NH Agriculture Commissioner will be doing a presentation on Tuesday, April 27 at 7pm in Grantham Town Hall, Lower Level:

Cows and Communities: How the Lowly Bovine Has Nurtured New Hampshire Through Four Centuries

Hosted by the Dunbar Free Library – Free and open to the public!

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Jones, second by Selectman Kimball to enter into a Non-Public session at 6:03 p.m. to discuss a personnel matter. Present were: Chairman Harold Haddock, Selectman Constance Jones, Selectman Warren Kimball, Town Administrator Becky Newton and Administrative Assistant Melissa White

No votes or decisions were made while in Non-Public session.

Following proper vote, the Board returned from Non-Public session at 6:10 pm.

Public Session Continued at 6:10 pm:

- A motion was made by Selectman Jones to accept the petition submitted by Paul Franklin for credit in the New Hampshire Retirement System for prior service under the employer enrollment oversight provision of RSA 100-A:3, VI(d)(1) and part RET 308; second by Selectman Kimball. ***Unanimously approved.***
- Selectman Kimball requested Administrator Newton contact all departments regarding whether or not they had been offered a pass to the Eastman Community Association Recreational facility.
- Administrator Newton informed she is processing three current use applications for Eastman Community Association.

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; ***the Board voted unanimously to adjourn at 6:15pm.***

The next Selectmen's Meeting is scheduled to be held on **Wednesday, April 14, 2010** at 5:00PM in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

Respectfully submitted,

*Melissa M. White
Administrative Assistant*