

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes April 14, 2010

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, April 14, 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; Renee Gustafson; Dick Hocker; F.R. Osgood; Chief Walter Madore; John Parsons; Tim Pillsbury; Jodie Jones-Poljacik

### ADMINISTRATIVE - APPROVED

- ✓ Treasurer transfer of funds
- ✓ Building Permits:
  - a) M/L 233-094-002; 28 Splitrock Road - *garage*
  - b) M/L 221-061-003; 404 Burpee Hill Road - *deck*
  - c) M/L 215-087-000; 19 Trillium Lane - *porch*
  - d) M/L 221-061-004; 440 Burpee Hill Road - *shed*
  - e) M/L 237-056-000; 172 Cote Road - *addition*
  - f) M/L 215-012-000; 10 Cove Drive - *garage*
  - g) M/L 227-011-000; 179 Meadowbrook Road - *porch*
- ✓ Property Tax Credits
- ✓ Notice of Intent to Excavate – M/L 226-018-000; 163 Yankee Barn Road
- ✓ Notice of Intent to Cut – M/L 204-003-000 & M/L 203-001-000

### APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were 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.***

### CORRESPONDENCE

- Grantham United Methodist Church: A thank you was received from Grantham United Methodist Church for supporting their teddy bear/stuffed animal drive for Turning Points Network. 265 stuffed animals were collected!
- New London Hospital: A thank you was received from New London Hospital for voter approval of ambulance services for 2010.

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- Comcast: A letter was received from Comcast informing of their price adjustments to certain services they offer. Comcast customers will be informed of these changes through messages on their monthly billing statements.
- Sarah Johnson: A letter was received from Sarah Johnson urging the Selectmen to hire a professional playground installation company to safely install the playground equipment at the Recreation Park.
- Silver Star Banner Day Committee: An email was received from Nancy Spoerke, a member of the Silver Star Banner Day Committee, requesting a proclamation be signed in recognition of the wounded and ill War Veterans in our community. The Board of Selectmen unanimously approved the proclamation. Administrator will obtain more specific information.
- Wheelabrator Claremont Company: A letter was received from Wheelabrator Claremont Company informing of their municipal solid waste disposal services. Chairman Haddock requested Administrator Newton check with Art Magowan regarding our past experience with Wheelabrator and then find out what our cost would be to make a change.
- Chapin Senior Center of the Kearsarge Area Council on Aging: Administrator Newton explained that a letter was received from Chapin Senior Center requesting the approved amount of \$2,500. Newton stated she contacted the center and informed that funding for the [Chapin Senior Center] was not included in the municipal budget. Newton advised them of ways they can talk to the Board of Selectmen about their organization and any future requests.
- New Hampshire Municipal Managers Association (NHMMA): An email was received from NHMMA urging towns to contact their Representatives to oppose the continuation of the pole tax exemption, SB 492.
- Grantham Historical Society: A request was received from the Grantham Historical Society to establish a memorial garden honoring past executive members of the Historical Society. The proposal is to plant six trees on the west side of the back entrance to Town Hall. Administrator Newton will obtain more information about the location of the trees and site distances.

### NEW BUSINESS

- Trustees of the Trust Funds New Account: Administrator Newton explained the Town was notified in the annual audit that a charitable trust needed to be set up, pursuant to RSA 31:9-A, for donations for the Recreation Park.

*A motion was made by Selectman Kimball to set up a charitable trust fund, to be held by the Trustees of the Trust Funds, list the Selectmen as agents to expend from that fund and to move all recreation park donations received as well as any future donations; second by Selectman Jones. **Unanimously approved.***
- New Hampshire Workforce Housing: Selectman Kimball informed a new law went into effect on January 1, 2010 that requires all municipalities to provide reasonable and realistic opportunities for the development of workforce housing, including rental and multi-family housing. Kimball stated a public forum has been scheduled for June 1, 2010 at 6pm in Grantham Town Hall.

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Chairman Haddock requested all members of the Planning and Zoning Boards also be present.

- Cemetery Clean-up: Administrator Newton informed that work continues to accomplish the cemetery clean-up by Memorial Day.

## DEPARTMENT REPORTS

- Police Department – March report:

- An evacuation and lockdown drill was conducted at Grantham Village School. The evacuation drill was successful; the lockdown drill had some problems due to mechanical issues that are being fixed.
- Thank you to Administrator Newton and the Board of Selectmen for the luncheon on March 22, 2010.
- Sergeant Parsons attended the Remington 870 Armor's school.
- Officer Schwartz attended training for dealing with juveniles with mental health issues.
- Assisted the Transfer Station with their sticker check on March 6, 2010. Chief Madore suggested having an Officer present for both Saturday and Sunday in any future sticker checks.
- The department responded to 82 calls and made 56 traffic stops for the month of March.

- Town Administrator:

- Clayton Platt was contacted regarding the survey of the "Wien House". Mr. Platt will do the survey work in the next couple weeks and offered to defer the bill until the new budgets starts in July.
- A request to move back the Building Permit deadline was discussed. The Selectmen approved changing the Building Permit deadline to seven calendar days before the Board of Selectmen meetings.
- Playground construction: Newton informed that CMJ Construction, a certified Gametime installer, submitted a quote for \$9,000 to install the playground equipment with the installation guaranteed to start the week of May 10, 2010. Newton stated that this complies with the Pepsi timeframe.

Missy Walla informed that some site work will be required before the playground equipment can be installed; that Brian Hastings has looked at the site and can do the work before May 10, 2010.

Mr. Hastings discussed the work that is needed to make the area level for the playground installation. Hastings also proposed installing drainage swale and pipe due to water collecting in that area, as well as installing a temporary road (just below the Wein house) to access the area.

*A motion was made by Selectman Kimball to accept the quote of \$5,900 provided by Brian Hastings for the site work for the playground; second by Selectman Jones. **Unanimously approved.***

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*A motion was made by Selectman Jones to accept the quote of \$9,000 provided by CMJ Construction for the installation of the playground equipment; second by Selectman Kimball. **Unanimously approved.***

- Newton informed the Recreation Park Committee will meet immediately following the Selectmen's meeting to establish a "guest list" of people to attend the Pepsi "kick-off" event.
- Local Government Center provided the final dental rates which is an increase of 5.5%. The new rates will take effect July 1, 2010. The Selectmen approved Administrator Newton to sign the dental agreement.
- Public Service of New Hampshire (PSNH) sent an email informing that they have a new temporary pole attachment application including a new process to allow flags to be attached to them. Laurie Field is working with PSNH and will make sure the new agreement is signed on behalf of the town.
- Notice was received that there was a FEMA declaration for the severe winter storm that took place between February 23<sup>rd</sup> and March 3<sup>rd</sup>. Newton informed that she and EMD Osgood went to a meeting regarding the items that would be covered under the disaster declaration.

Newton stated there are some expenses that are reimbursable under the disaster and informed that tree removal would be covered but overtime for snow removal would not be.

- A letter was sent to Chris Poljacik informing him of the notices that were posted regarding the Transfer Station sticker check that was conducted on March 6, 2010.
- A letter will be sent to the Conservation Commission, Shoreland Protection, and Department of Resources and Economic Development (DRED) explaining the danger of the trees around Sawyer Brook; that unless notification is received the trees will be cut in thirty days. Chairman Haddock requested FEMA be sent a copy of the letter as well.
- The \$30,000 cut from Highway Administration at Town Meeting will be taken from the full-time salary line.
- Signs have been received from Correctional Industries that includes – two "Not a Thru Way", six "Private Bridge", and two "One Way". Newton informed that the Highway Department has been asked to post the road around Town Hall as "One Way" for the Garden Club meetings as well as other events that would draw a lot of people.
- Town Hall and Archives boiler have been cleaned. Newton informed a memo had been received that the boiler at Town Hall had been cleaned last fall; that now the ticket has been updated to include that cleaning.
- Notice was received from Grantham Conservation Commission regarding some "No Trespassing" signs were posted on town owned property. Newton informed she sent a letter to the abutting property owner, Karl Ray, asking him to be in contact with her about those signs.
- A letter was sent to Mark Brunelle regarding a driveway he installed on Burpee Hill Road without a culvert.

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- A representative from the State Plumbers Licensing Board informed that extensive plumbing was done in a home without a building permit; that there is a dispute with the homeowner and plumber as to whether the work was done to code. Newton informed a letter has been sent to the homeowner informing an "after the fact" building permit is required.
- Equalization ratio was received from NH Department of Revenue. The ratio remains the same as last year at 104.4%.

### **OTHER**

- Fire Department – Election of the Fire Chief: *A motion was made by Selectman Kimball to appoint Jeremiah Fountain as the Fire Chief; second by Selectman Jones. **Unanimously approved.***

Chairman Haddock informed that due to Chief Fountain being ill, Mike Benoit would be acting Chief until further notice.

- Recycling Conference: Selectman Kimball informed that Transfer Station Attendant Chris Scott is interested in attending a Recycling Conference. *A motion was made by Selectman Jones to approve the training; second by Selectman Kimball. **Unanimously approved.***

### **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 5:57 p.m. to discuss personnel matters. Present were: Chairman Harold Haddock, Selectman Constance Jones, Selectman Warren Kimball, Town Administrator Becky Newton and Administrative Assistant Melissa White, Building Supervisor F.R. Osgood, Chief Walter Madore.

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

*Following proper vote, the Board returned from Non-Public session at 7:05 pm.*

### **ADJOURNMENT**

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; *the Board voted unanimously to adjourn at 7:05pm.*

The next Selectmen's Meeting is scheduled to be held on **Wednesday, April 28, 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*