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Town of Grantham - Board of Selectmen Regular Meeting Minutes June 15, 2010

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Tuesday, June 15, 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; Fire Chief Jay Fountain; Police Chief Walter Madore; Joey Holmes; F. Robert Osgood; and other members of the public

ADMINISTRATIVE - APPROVED

- ✓ Warrant for Unlicensed Dogs
- ✓ Timber Tax Levy:
 - Robert Hunt; M/L 217-006-000
 - Kent Eisentraut Estate; M/L 211-070-000
 - Maia Clavin; M/L 227-004-000
- ✓ Property Tax Credit Application: 2286 Stoney Brook Road – John Kirk
- ✓ 2010 Tax Warrant – 1st issue
- ✓ Tax Abatement:
 - M/L 241-006-000; Town of Grantham – non-taxable
 - M/L 221-003-000; 841 Route 10 North – exemption credit
- ✓ Supplemental Tax Bill (*due to omission*): M/L 237-010-000; 539 Route 10 South - \$1,491.58
- ✓ Building Permit Applications:
 - a) M/L 225-179-000; 45 Troon Drive – addition
 - b) M/L 213-137-000; 11 Loon Drive – replace deck
 - c) M/L 212-070-000; 45 High Pond Road – roof
 - d) M/L 215-098-000; 103 Road Round the Lake – remodel kitchen
 - e) M/L 235-027-011; 137 Woodland Heights – finish home
 - f) M/L 216-040-000; 143 Burpee Hill Road – insulation/siding
 - g) M/L 222-282-000; 35 Clearwater Drive – new home
 - h) M/L 213-010-000; 37 Anderson Pond Road – garage
 - i) M/L 235-027-009; 96 Woodland Heights – generator
 - j) M/L 220-050-000; 529 Olde Farms Road – move electric meter

APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of May 26, 2010. There being none, a motion was made by Selectman Kimball to approve both minutes as written; second by Selectman Jones. ***Unanimously approved.***

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CORRESPONDENCE

- Cindy O'Brien: An email was received from Cindy O'Brien recommending a flashing or warning light for the bus stop at the Post Office/Daycare. The Selectmen felt it would be a good idea to have a warning light for the bus stop and asked Chief Madore if one could legally be put there.

Chief Madore said it's a State road; that the State would have to do it. Madore said that when the State looked at the area for the crosswalk they did say there was a possibility of putting up some signage. Madore went on to say that the School District is reviewing their bus stops but will follow up with the State about some signage warning about the bus stop.

- Coalition Communities: An email was received from Pat Remick, Coalition Communities informing that their next meeting is scheduled for Monday, June 28, 2010 3pm at the Local Government Center. Administrator Newton has responded that Grantham cannot attend.
- Sullivan County Administrator, Greg Chanis: The Sullivan County proposed budget and estimated revenues was received. The proposed budget is down from \$33 million to \$29 million.
- Department of Environmental Services (DES): A letter of deficiency was received regarding Yankee Barn Homes water system. DES declares Yankee Barn Homes a public water system because they have 25 or more people in their building per day. A copy of the letter was sent to Health Officer Roger Woodworth.
- Mascoma Savings Bank Foundation: A letter was received from Mascoma Savings Bank Foundation informing that their Trustees awarded the Town of Grantham \$5,427. Chief Madore explained the grant was prepared by Sergeant John Parsons for the Automatic External Defibrillators (AED's) purchased this past spring; that three were for the Police cruisers, one for Town Hall and one for Dunbar Free Library. Chairman Haddock requested a thank you be sent.

OLD BUSINESS

- Archives Boiler Repair: No update.
- Reney Memorial Forest – Parking: Administrator Newton stated she is still waiting for the minutes of the Dunbar Library Trustees March meeting.

NEW BUSINESS

- Sale of the Wien House: Administrator Newton reviewed the options to sell the Wien House:
 - Auction – pro is that it is an inexpensive approach; con is it's unpredictable.
 - Sealed Bids – pro is that it is inexpensive; con is a good bid may not be received which would result in starting over again.
 - Realtor – pro is that they are reliable and they take on the burden of showing the property; con is the commission fee they charge.
 - Advertise on our own – pro is it's inexpensive; con is someone would have to show the property for each inquiry.

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Selectman Jones suggested utilizing the realtors in Grantham that are interested in selling the property and put their names in a hat for the drawing. Jones thought maybe they would be willing to give back part of their commission to the Recreation Park as a tax deduction.

Chairman Haddock and Selectman Kimball felt the hardest part of hiring a Realtor is selecting one; that even drawing a name out of a hat still risks alienating the ones that didn't get picked.

Selectman Kimball stated he had time to show the house if needed; that a date could be established for an open house.

Chairman Haddock requested ads be placed in newspapers with a picture of the house. Selectman Kimball felt the Boston Sunday Globe and NY Times Sunday News should be utilized as well.

Administrator Newton asked if the sale price will be included in the advertisement. The Selectmen wished to have the assessed valuation be the sale price.

Newton asked how someone would be chosen if more than one person wanted to buy the property. The Selectmen stated the property will be advertised, those people interested will make an appointment to view the property and if they want to buy it they can choose to make an offer; a \$1,000 deposit will be required.

Chairman Haddock requested the advertisement include "offers will not be conditional; sold as is".

Selectman Jones requested a standard Purchase and Sales Agreement be obtained to review before the property is advertised.

Chairman Haddock requested a response be given to interested parties within one week.

F.R. Osgood asked if the grass would be mowed before it was shown. The Selectmen said yes.

Newton stated there are items being stored in the house that will need to be removed.

Osgood stated that people may ask if items such as the air conditioner work. Selectman Jones stated that the property is being sold "as is" that if they want to have a home inspection they can but the Town is not going to pay to have that done.

DEPARTMENT REPORTS

- Building Maintenance Supervisor: The June report was reviewed. Selectman Jones asked where the money was going to come from to do all the building repairs in the report. Jones stated there wasn't enough money budgeted to do all the repairs.

Supervisor Osgood stated that Newton had asked him to prioritize the building repairs that are needed; that if they don't get done in the 2010 – 2011 budget year they should be budgeted for the 2011 – 2012 budget year.

- Joint Loss Management Committee:

- May 17, 2010 meeting minutes were given to the Board of Selectmen

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- Fire Department received \$960 from Primex's Worker's Compensation Safety Improvement Program (WCSIP) toward the purchase of light weight Self Contained Breathing Apparatus (SCBA's). Four new SCBA's were purchased replacing the heavier SCBA's the department had.
- Primex conducted an in-house Back Injury Prevention training for employees. 15 employees were able to attend. The Fire Department will receive the same training in conjunction with their regular meeting on June 8, 2010.
- Department of Labor attended the May 17, 2010 meeting to help us understand the safety issues regarding employees using their own tools.

➤ Police Department – May report:

- Answered 87 calls for service; 61 motor vehicle stops.
- The final steps are being conducted for the vacant Police Officer position.
- Officer Schwartz attended two training classes, Court Processes and Successful Suspect Interviewing and Debriefing.
- Sergeant Parsons completed the annual Fire Arms Instructor Recertification.

Chairman Haddock asked if the number of calls were dropping. Chief Madore said yes; that he couldn't control the number of calls they receive. Haddock asked if there was any pattern with the drop in calls. Madore said no.

Administrator Newton reminded Chief Madore that Household Hazardous Waste Day is on June 26, 2010 and asked if there would be an officer for the event. Madore said yes.

➤ Trustees of the Trust Funds: The May report was reviewed. Chairman Haddock asked if the Village District of Eastman had received their money. Newton said yes.

➤ Town Administrator:

- 49 Hemlock Lane: Newton explained that the Town owns this parcel and an abutter is interested in buying it but the property has a lot of debris on it and quite a bit of cleanup is needed. Newton stated the property was offered for sale in 2008 for a minimum bid of \$16,100; that the amount would increase if all the taxes were recouped. Newton felt that due to the cleanup needed it would be unlikely that someone would bid on the property knowing they would incur expenses to clean it up.

Chairman Haddock stated the board would listen to a reasonable offer. Newton stated she does have a figure from the abutter but because it is a pending sale it will be discussed in the non-public session.

- A pole license was received from Public Service of New Hampshire (PSNH) for a seasonal American Flag Attachment. Newton stated an inquiry was received from a local business owner that they would pay to have the flags lit at night with low intensity LED lights that could be attached to the flag pole, not the utility pole. Selectman Kimball stated that the PSNH clearly stated that lighting is prohibited on the poles.
- A complimentary letter was printed in the Valley News thanking the Grantham FAST Squad, Police Department and Chief Walter Madore.

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- A \$1,000 donation was received from Pepsi Bottling Group toward the cost of the wood chips spread around the playground at the Recreation Park.
- No parking signs have been placed at the driveway to the Wien house. Parking for the playground is in designated areas along Shedd Road.
- 2010 1st issue Tax Warrant - \$4,996,053.93. Tax bills are due July 6, 2010.
- A letter was received from Michael Poirier, Alternative Governor's Authorized Representative informing that the Town of Grantham will be receiving \$15,471.10 for the windstorm event in February. This money covers the cost of labor, materials and debris cleanup.
- A Standard Dredge and Fill Application was received from Eastman Community Association for Map 215 Lots 9,10, 60, 61.
- Newton informed that she was awarded a scholarship to attend the NH Municipal Managers annual conference on June 16 & 17.
- Schedule:
 - Public Hearing on June 28, 2010 at 5pm in Grantham Town Hall; Lower Level
 - July 2 – 5; vacation
 - July 4th Closures – Transfer Station closed July 4th; Town Offices closed July 5th

OTHER

Chief Madore reminded the Board of Selectmen that the committal service for former Police Chief Ed Masone will be held on Saturday, June 19 at 11am at Memorial Cemetery.

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Kimball, second by Selectman Jones to enter into a Non-Public session at 5:47 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.

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

Following proper vote, the Board returned from Non-Public session at 6:12 pm.

Public discussion continued at 6:12pm:

- During the non-public session the vacation and personal time carry-over request from Transfer Station Attendant Chris Scott was reviewed. A motion was made by Selectman Jones to approve the request; second by Selectman Kimball. **Unanimously approved.** Chairman Haddock requested Administrator Newton write a letter to employees

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reminding them to use their time allotted each year.

- During the non-public session applications were reviewed for the Groundskeeper position. A motion was made by Selectman Kimball to hire J.C. for the Groundskeeper position; second by Selectman Jones. **Unanimously approved.**

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; ***the Board voted unanimously to adjourn at 6:19pm.***

The next Selectmen's Meeting is scheduled to be held on **Wednesday, June 23, 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*