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

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, July 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; Town Administrator Becky Newton, Esq.; Joey Holmes; F. Robert Osgood; Robert Lewis; Police Chief Walter Madore; Jeff Earls and Christina Murdough of Cross Country Appraisal Group; Greg Hyne, Department of Revenue Administration Monitor; Conservation Chair Richard Hocker; Pat Mac Neil; Bob Mac Neil; Fire Chief Jay Fountain

ADMINISTRATIVE - APPROVED

- ✓ Building Permit: M/L 215-143-000; 15 Sugar Hill Road - shed
- ✓ Notice of Intent to Cut:
 - a) M/L 241-007-001; Shedd Road
 - b) M/L 241-070-000; Miller Pond Road
- ✓ Veteran's Credit: Thomas Conger
- ✓ Supplemental Tax Warrant: M/L 213-061; 9 Beaver Fells Glen - \$2,215.25

APPROVAL OF MINUTES

- ✓ Connie Jones made a motion to correct the minutes of June 15, 2005. The minutes included the name of the potential employee and Selectman Jones moved to strike the name. A second to the motion was made by Chairman Haddock. Motion carries.
- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of June 23, 2010. There being none, a motion was made by Selectman Jones to approve both minutes as written; second by Selectman Haddock. **Approved by majority vote.**

APPEARANCES

- Cross Country Appraisal Group: Chris Murdough informed that they are at the "sales" part of the Statistical Update.

Administrator Newton referred to the September 15, 2010 completion date and asked when informal reviews and letters would be sent to property owners with the new assessments. Ms. Murdough answered mid to late August.

A motion was made by Selectman Jones to approve the updated contract with Cross Country Appraisal Group; second by Selectman Haddock. The completion date was changed to September 15, 2010 and Cross Country said they would file the MS-1 extension

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request with the State of NH on behalf of the Town of Grantham. The contract price for this project is \$65,000. **Approved by majority vote.**

Newton stated that about 20 abatements were recently granted that resulted in reductions of over one million dollars in assessed value and asked what the trend is in assessed valuation in Grantham.

Jeff Earls explained that values have generally gone down since 2005 across the state by approximately 15% - 25%.

Selectman Jones stated she was concerned that with the recent abatements the grade was lowered on all of them and asked if changing the grade was subjective and if they assess the condition of the houses the same way Commerford, Neider, Perkins did.

Mr. Earls stated he felt his company does assess the condition of houses the same way as Commerford, Neider, Perkins because he started that company and they were all on the same page when they were together. Earls stated that the statistical update will make the grading consistent throughout the Town.

Jones asked how the grading would be consistent throughout the Town if they weren't going to look at all the properties. Earls said they wouldn't be able to get inside of every house but they would be looking at all the properties.

Newton stated there are a couple of property owners that felt their assessment wasn't reduced enough and suggested they would be taking the matter to the Board of Land and Tax Appeals or Superior Court; however, so far there hasn't been any action.

Newton asked Mr. Earls where he stood on updating the utility values. Earls stated he is almost finished.

CORRESPONDENCE

- Alicemary Sprickman – UCS Climate and Energy Program: An email was received from Alicemary Sprickman encouraging the Town to attend a Climate Action event sponsored by the Union of Concerned Scientists on July 19th in Portsmouth, July 20th in Berlin, July 21st in Manchester or July 22nd in Concord. The Board of Selectmen are unable to attend.
- Coalition Communities: An update was received from Coalition Communities.
- James C. Raymond: A thank you was received from James C. Raymond for granting his tax abatement request.

OLD BUSINESS

- Sale of the Wien House: Newton informed a flyer had been prepared; that Selectman Kimball would pick a day to hold the open house. The assessed value of the house and 2.46 acres of land is \$531,100. The 2010 median ratio is 1.08% which adjusts the value downward to \$491,759.

Newton asked the Selectman what the asking price would be. Selectman Jones asked if the assessors went inside the house. Newton said no. Both Jones and Haddock felt they should have gone inside the house before arriving at an assessed value.

Chairman Haddock stated the Wien House Sub-Committee recommended a sale price of approximately \$250,000 - \$300,000 and recommended starting at \$300,000. After discussion

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about the buildings and lands, the Board of Selectmen decided the asking price would be \$400,000.

- Trustees of the Trust Funds Vacancy: Newton informed that Deborah Mitchell has decided she's not interested at this time. Newton stated she is working toward finding another person to fill this vacancy with someone who has prior experience.
- Closet Treasures Complaint: Newton informed that the Town received notification that Closet Treasures is going before the Planning Board for a site plan review on August 5, 2010 at 7pm.

Newton stated she has drafted a letter to the owner of Closet Treasures, Carlisse Clough explaining that after review of her file it was discovered that outside sales were not permitted.

Newton asked if the letter should be sent or if she should wait until after her site plan review with the Planning Board. The Selectmen requested the letter be mailed.

Newton stated the Zoning Board received a letter from an attorney endorsing outside sales at Closet Treasures.

- Grantham Cable Access TV Channel and Advertising: Newton explained that advertising on the cable access TV channel is prohibited pursuant to the terms of the franchise agreement.
- Business "Road-Side" Signs: Newton informed she had asked Building Inspector Roger Woodworth to measure the Phi Baby Kappa sign and that Woodworth informed it is no longer there.

Newton stated a notice could be put on the TV and list serv reminding local businesses to bring there "sandwich board" signs inside each night. The Selectmen felt this was a good idea.

- Raymond Sanville, Dredge and Fill Complaint: Newton made it clear that she had followed the Board of Selectmen's request to make this wetlands complaint; that in the Conservation minutes there was discussion over whether or not she had done that. Conservation Chair Richard Hocker apologized.
- Archives Boiler Repair: Newton stated she has called Aggressive Heating; that the owner is out of town. When he returns a quote will be obtained.

There was discussion regarding the name of the building that the Archivist and Historical Society use. Chairman Haddock felt the building should be referred to as Town Hall Annex. Selectman Jones felt the name of the building should be Town Hall Annex; but felt obtaining until Selectman Kimball's opinion was appropriate.

- Reney Memorial Forest – Parking: Newton stated she is still waiting for the minutes from the Library Trustees meeting.
- Sawyer Brook Trees: Newton stated everything is all set to start cutting the trees and asked when they could start. Selectman Jones felt it should be done when the water is low.

Newton asked Mr. Hocker if the Conservation Commission wanted to pick a date. Hocker said he will discuss it at the next meeting.

Hocker stated some equipment would be needed to keep the trees from falling in the brook.

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Selectman Jones asked if a professional tree cutting company should be contacted for a quote.

Mr. Osgood will provide the contact information of someone he knows.

Newton stated the Highway department could cut all they could and then get a quote on the rest.

Mr. Hocker felt that would be a better way to go.

The Board of Selectmen requested the Highway department cut all they could they could and a quote could be obtained for the rest.

- Household Hazardous Waste Day: Newton informed that Household Hazardous Waste Day was well attended; that 138 vehicles came through.
- Conservation Commission Issues and Follow-up: Newton informed she has sent Conservation Chair Richard Hocker a memo with all the Conservation issues he has.

- Romano Property: Newton stated she is waiting for the Conservation Commission to vote and spend no more than \$3,600 from the Conservation fund. Newton asked Hocker who the Realtor would be. Hocker stated Country Houses is the Realtor; that the appraisal is in progress and due the end of August.

Newton reminded Mr. Hocker that any bond over \$100,000 requires an extra public hearing. This means that if someone is going to request a bond, they have to start early and the process can be quite cumbersome.

- Comprehensive Shoreland Protection Act (CSPA): Selectman Jones discussed the Town's tree cutting permit and asked if anything had changed on it since it was adopted. Mr. Hocker stated the original CSPA gave the Conservation Commissions across the state a role in the process of shoreline protection. Hocker stated that changed at the 2008 Town Meeting when the Zoning Ordinance was revised the Board of Selectman now have the responsibility for that.

Hocker stated the only thing that changed on the form was the "reference" at the top; that section 3K needed to be updated regarding the Zoning.

Hocker discussed the procedures and stated that there is a requirement for certain actions to be taken for trees being cut along a protected stream or body of water.

Newton asked if trees can be cut as long as they don't exceed a point basis now. Hocker confirmed trees can be cut as long as they don't exceed the count in the fifty foot buffer. These are state laws not local laws.

Newton asked if the State has taken control of this by preemption. Hocker said the State won't do anything relative to cutting except after-the-fact; that if the person cuts more than is allowed by law that person will be fined up to \$5,000.

Hocker said that because Grantham has accepted the Shoreland Protection Act it is the law for the Town of Grantham as well as the State.

There was much discussion regarding the Shoreland Cutting Application.

Selectman Jones felt that an application process that goes through the Conservation Commission could work but cautioned that the Conservation Commission has to be very careful because they do not have enforcement powers and they cannot enter the property without the owner's permission. Jones asked to

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meet with Hocker to review the cutting application to make sure the Town is in compliance. Hocker agreed.

- Raymond Sanville; Dredge & Fill Complaint: See above.
- Donation of funds to private organizations: See Selectmen Minutes of May 26, 2010.
- Conservation Funds: Newton requested the Treasurer provide balance updates to the Conservation Commission.
- Shack on the Smith Lot: Newton thanked Hocker for bringing in a copy of the letter dated April 30, 2009 and asked the Selectmen how she should proceed. Chairman Haddock asked Newton what she recommended. Newton stated that enforcement is expensive and recommended sending a letter requesting the structure be removed.

The Selectmen requested Newton send the letter.

NEW BUSINESS

- Intent to Cut: M/L 123-12-123: The Selectmen are waiting for more information.
- Deputy Health Officer: Newton stated there has been a long standing recommendation to find a Deputy Health Officer with a medical background. Chairman Haddock stated the last three or four that have been appointed never did serve; that it's been very difficult to fill the position.

Selectman Jones suggested joining another Town and use one jointly. Chairman Haddock requested Newton to look into this.

EMD Osgood stated the position is volunteer and suggested offering a stipend for it. Newton stated she will discuss it with the Selectmen during budget review sessions.

Osgood informed that Eastman Community Association used to have a Health and Safety Committee but it is no longer active.

- Heat Wave: Newton informed our Emergency Management Team joined the Governor's conference call to receive the situational awareness reports; that the heat wave wasn't expected to last that long. Jones felt if the need arose a Town Hall should be opened as a cooling station. EMD Osgood stated he was ready to address it if the need arose.
- Bridge Aid Estimate: A preliminary estimate was received from NH Department of Transportation (DOT) regarding the Frye Lane Bridge. The cost of the project would be \$400,000. State bridge aid is 80% or \$320,000; the town is responsible for 20% or \$80,000.
- Timken Foundation \$100,000 grant: Newton informed the Town was awarded \$100,000 from the Timken Foundation to be used to construct ball fields and playgrounds at the Grantham Recreation Park.

A motion was made by Selectman Jones to allow Administrator Newton to sign a letter from the Timken Foundation memorializing the arrangement on behalf of the Board of Selectmen; second by Selectman Haddock. **Approved by majority vote.**

- Shoreland Cutting Plan Application for Lawrence & Sheila Shulman: The Shoreland Cutting Plan Application for Lawrence & Sheila Shulman was approved.

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- Paving Bids: Newton informed the paving bids were opened on July 1, 2010. The lowest bid was from United Construction at \$65.95 per ton. A motion was made by Selectman Jones to accept the paving bid from United Construction; second by Selectman Haddock. **Approved by majority vote.**
- Turtle Mountain School—Bus Stop and “walking bus”: Newton informed that the School Board has decided not to provide bus service to Turtle Mountain School. Newton stated that Patricia Wells, owner of Turtle Mountain School will be doing a “walking bus” and crossing Route 10 near our driveway. Newton reminded Wells there wasn’t a crosswalk in that area. It was discussed that winter walking on the shoulder would be very dangerous when snow was being plowed.
- Commercial C&D List: Newton stated a commercial C&D list was provided to the Selectmen and asked if any follow-up was needed. The Selectmen said no.
- Insurance Claim: Newton informed that the Fire Department’s Engine 4 was involved in an accident. Fire Chief Fountain explained they were dispatched to an out-of-control brush fire on Lumber Lane (a private road) and as the Engine was turning a corner the shoulder of the road gave away causing the Engine to slide into a tree. Fountain stated there was a lot of cosmetic damage.
- Yankee Barn Road Realty Trust: Administrator Newton referred to a letter she sent to Carroll Concrete in March requesting total amounts of materials removed from the site. There had been no response. Owner MacNeil happened to be present and offered to prepare the information for the Board of Selectmen.
- Town Building Use Application: Was revised to make it clear that any use of the building for discussions involving Town government must comply with RSA 91-A (Right-To-Know law.)
- Legislative Policy Process and Policy Conference: The Board will look at this and see if there are any important areas that need to be “weighed in” on. No action necessary at this time.

DEPARTMENT REPORTS

- Health Inspection: Primarily discussed in non-public session.
- Police Department – June Report:
 - Sergeant Parsons obtained a grant for \$5,427 from the Mascoma Savings Bank Foundation for the Automated External Defibrillators.
 - The Grantham Irving raised the most money in the State during the annual Protect and Serve event that benefits the NH Special Olympics.
 - Sergeant Parsons received a thank you from Hanover High School’s student advisor, Liz Murray for help with their prom.
 - Police coverage was provided for the Route 10 portion of the Eastman Triathlon.
 - Chief Madore and Officer Schwartz took part in an Honor Guard detail at the committal service for retired Chief Edgar Masone.
 - Sergeant Parsons attended a two-day D.A.R.E training conference in Lincoln, NH.

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➤ Tax Collector: A monthly report of receipts was received.

➤ Transfer Station – May Report:

- MSW – 7 runs; total tons – 75.46
- C&D – 7 runs; total tons – 20.47
- Fibers (cardboard) – 1 load; 19.31 tons
Revenue: \$2,317.20
- Metal (light iron) – 1 run; 3.14 tons
Revenue: \$612.86
- Glass – 1 run; 7.31 tons
Expense: \$146.00
- Fibers (mixed loose paper) – 2 loads; 10.14 tons
Revenue: \$557.70
Expenses: \$450.00
- Comingled (plastic) – 2 loads; 1.44 tons
Revenue: \$0.00
Expenses: \$43.20

Total tonnage of material taken away: 137.2729 tons

Total revenue from recycling: \$3,487.76

Total expenses from recycling: \$639.20

Net revenue from recycling: \$2,848.56

➤ Transfer Station – June Report:

- MSW – 8 runs; total tons – 82.38
- C&D – 9 runs; total tons – 30.73
- Tires – 1 load; 2.57 tons
Expense: \$295.55
- Metal (light iron) – 1 run; 3.49 tons
Revenue: \$471.30
- Electronic – Gaylord; 3,650 lbs. – expense \$438.00
- Electronic – Gaylord; 724 lbs. – expense \$86.88
- Electronic – CPU; 894 lbs. – expense \$8.94
- Electronic Transportation expense - \$95.00
Total E-waste expenses: \$628.82
- Glass – 1 load; 7.31 tons
Expense: \$1124.27
- Fibers (mixed loose paper) – 3 loads; 13.65 tons
Revenue: \$659.25
Expenses: \$675.00
- Comingled (plastic) – 3 loads; 2.31 tons
Revenue: \$0.00
Expenses: \$69.30

Total tonnage of material taken away: 142.44 tons; plus E-waste of 5,268 lbs.

Total revenue from recycling: \$1,130.55

Total expenses from recycling: \$1,792.94

Net revenue from recycling: \$2,848.56

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- Trustees of the Trust Funds: The June report was reviewed.

OTHER

- Grantham Historical Society._ Ken Story made a brief presentation on addition of a roof, deck and stairs to the Board of Selectmen. The Board of Selectmen said their request was fine.

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Jones, second by Selectman Haddock to enter into a Non-Public session at 6:52 p.m. to discuss personnel matters. Present were: Chairman Harold Haddock, Selectman Constance Jones, and Town Administrator Becky Newton.

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

Following proper vote, the Board returned from Non-Public session at 7:14 pm.

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, second by Selectman Haddock; ***the Board voted unanimously to adjourn at 7:15pm.***

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