

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes December 20, 2010

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Monday, December 20, 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; Administrative Assistant Melissa White; Joey Holmes; Fire Chief Jay Fountain; EMD F. Robert Osgood; Simon Mayer; Robert Fairweather; Gene Barton

### ADMINISTRATIVE - APPROVED

- ✓ Demolition Permit:
  - a) M/L 237-054-042; 360 Cote Road
- ✓ Building Permits:
  - a) M/L 225-166-000; 26 Troon Drive – addition
  - b) M/L 235-027-004; 65 Woodland Heights - addition

### APPEARANCES

- Resident Rita Eigenbrode: Ms. Eigenbrode discussed her concern that residents weren't given enough notice about the Assessor's being available to meet with them on December 13, 2010. Eigenbrode stated it was only sent out on the town's list serv on Friday, December 10, 2010 and suggested running an advertisement in the Kearsarge Shopper.

The Board of Selectmen agreed and requested Administrator Newton place an advertisement in the Kearsarge Shopper and Valley News for the January 18, 2011 Assessor meeting for residents.

- Primex: Risk Management Manager Monica Panait congratulated the Board of Selectmen for the Town accomplishing PRIME. Ms. Panait explained that PRIME is a set of risk management practices and that out of 400 members only 20 members have accomplished it. Panait went on to say that a discount of 2.5% off of the Worker's Compensation and Property and Liability will be given.

Panait acknowledged the entire safety committee and the Board's leadership for this accomplishment.

Risk Management Consultant Sandy Burroughs stated that Grantham is one of the smaller town's that has received PRIME and gave a brief explanation of some of the tasks that are required:

# APPROVED

- Continually looking at losses; bench marking and setting goals for improvement
- Having the Joint Loss Management Committee that meets at least quarterly
- Having an updated and current written safety policy
- Reporting injuries and accidents on time
- Bringing employees back on temporary alternate duty
- Addressing slips and falls
- Conducting facility inspections
- Having a seat belt policy
- Making sure that employees know what their rights are by posting the required notices
- Having an updated harassment and discrimination policy

Ms. Burroughs thanked Administrative Assistant White for her efforts in driving the process and reiterated that the Town will receive a 2.5% discount off Worker's Compensation and Property and Liability insurance coverage and explained that the reason the discount is there is because Primex believes the ten practices above will result in reduced losses and that Grantham performs better than the average in the membership pool.

Burroughs and Panait presented the Town of Grantham with a plaque in recognition of achieving PRIME designation.

- Bob Fairweather, Commissioner Village District of Eastman: Mr. Fairweather discussed his concerns with the Board of Selectmen regarding the difficulty the Village District is having with the Trustees of the Trust Funds in withdrawing funds and obtaining reports.

The Board of Selectmen requested that the Village District write a letter to the Trustees of the Trust Funds that outlines what the Village District needs from the Trustees of the Trust Funds and to find out what Trustees expect from them [Village District] so that everyone is on the same page.

## CORRESPONDENCE

- Coalition Communities: A thank you letter was received from Coalition Communities for the \$1,000 contribution to the Coalition Communities account to fund the continued monitoring of the education funding/Statewide Property Education Tax (SWEPT).
- NH Department of Revenue Administration (NH DRA): Notice was received from NH DRA that Grantham is required to assess the sum of \$1,252,997 for the tax year 2011 State Education Tax.

Selectman Jones informed that the increase is \$89,693.

- Lake Sunapee Region VNA: A request for financial support for the year 2011 was received. The total request is for \$6,897.24 and stated that in 2009 they provided over 1,700 hours of nursing, therapy and in-home supportive care to 104 Grantham residents; provided approximately 1196 in-home nursing, therapy and social work visits; nine residents received 287 visits through their hospice program. The Board of Selectmen will consider the request during the budget preparation.

# APPROVED

## OLD BUSINESS

- Statistical Update – Neighborhood Analysis Report: Newton stated she is still waiting for the Assessor's to complete this report. Newton will send them a reminder.
- Fiscal Year 2010 Audit: Newton stated she has received the adjusting journal entries. Newton stated there is an adjustment to the cash balance of approximately \$2,000 that wasn't picked up in the 2009 audit. Chairman Haddock requested more information be obtained.
- Broadband Internet Access: No update.
- GHS #7 Boiler Repairs: Newton asked Selectman Kimball if he had contacted Aggressive Heating. Selectman Kimball stated that Aggressive Heating is no longer in business. There was discussion about obtaining quotes from other plumbing and heating companies. Selectman Jones felt the repairs should be done sooner rather than later and that Irving, our provider, be contacted.

F. R. Osgood stated that the boiler is about 30 years old. Administrative Assistant White asked if she should schedule the work with Irving. The Selectmen said yes.

- Sale of the Wien House: Selectman Kimball informed that paperwork is being reviewed by the lawyers and that he hopes the closing will be done by the end of December.

Newton stated the bank called about the tax bill and that she told them a supplemental per diem bill would be given based on the closing date.

- Recreation Park Engineering: Newton stated a meeting was held on December 14, 2010. Selectman Kimball informed that the town's surveyor, Clayton Platt provided a map of the wetland areas and that TF Moran provided a map of where the ball fields could go.

Newton asked if a wetlands permit and fill would be needed. Kimball said yes.

Newton stated the contract with TF Moran had been reviewed with Town Counsel with minor changes article 10. A motion was made by Selectman Jones to sign the contract with TF Moran as written with the change to article 10; second by Selectman Kimball.  
***Unanimously approved.***

- Criminal Background Check for Hawkers and Peddlers: Newton stated she hasn't made any progress on this agenda item.
- Conservation Commission - Shack on the Smith Lot: Newton stated she hasn't made any progress on this agenda item.

## ➤ NEW BUSINESS

- Motion to Sell the Wien House: A motion was made by Selectman Jones to authorize Selectman Kimball to sell the Wien House on behalf of the Town; second by Selectman Haddock. ***Unanimously approved.***
- Upper Valley Lake Sunapee Regional Planning Commission(UVLSRPC): A request was received from UVLSRPC to provide a letter of support for a grant that they [UVLSRPC] are applying for. Selectman Jones asked if the letter commits the town to anything. Newton stated it did not commit the town to anything.

The letter was signed by the Board of Selectmen.

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- Playground Scrapbook Proceeds: A check was received from Sarah Johnson in the amount of \$52.29 for the town's portion of the sale of the playground scrapbook.

## DEPARTMENT/COMMITTEE REPORTS

- Highway Department – November Report:
  - Prepared equipment for winter that included sanding, blasting, priming and painting and oiling.
  - Cleaned and organized culverts and road signs
  - Reshaped and graded yard
  - Repaired the sand and salt sheds
  - Miller Pond Road was sanded for the first time on November 4<sup>th</sup>; November 26<sup>th</sup> roads were sanded for the first storm of the year.
- Town Clerk/Tax Collector Report: \$4,628,809 has been collected on the second issue 2010 property tax bill; unpaid balance is \$524,627.
- Transfer Station – November Report:
  - Solid Waste - 10 runs; total of 78.11 tons
  - Construction Demolition Debris - 5 Runs; total of 15.87 tons
  - Glass - 1 load 7.31 tons; expense \$146.20
  - Metal - Light Iron - 1 run 3.42 tons; revenue \$634.29
  - Metal - White Metal1 pull 2.34 tons; expense \$457.90
  - Tin Cans - 1 pull 1.81 tons; revenue \$262.81
  - Tires - 1 Run 3.29 tons; expense \$378.35
  - Fibers - Mixed Loose - (Paper) - 2 Loads 9.88 tons  
Revenue \$642.20  
Expense \$450
  - Comingle - w/oglass - (Plastic) 2 loads 1.45 tons  
Revenue \$0.00  
Expense\$43.50
  - Total Tonnage of Material taken away 123.48 tons
  - Tickets collected at Transfer Station \$470
  
  - Total Revenue from recycling \$1,997.20
  - Total Expenses from recycling \$1,018.05
  - Net Revenue from recycling \$979.15

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- Trustees of the Trust Funds – November Report: The November report of account balances for the Town was reviewed.

## OTHER

- Resident Gene Barton discussed his concerns with the \$150 fee for a commercial Transfer Station hang tag and asked why refuse haulers have to pay so much when he is picking up trash for Grantham residents.

Selectman Kimball stated that it is standard for commercial refuse haulers to pay a fee that is different from residential customers.

Selectman Jones stated that in the Transfer Station regulations revised in 2006 requires refuse haulers to provide a list to the Town a list of residents they service so the Town knows that trash of only Grantham residents is being disposed of.

- Resident Simon Mayer asked why the agenda for the December 20, 2010 Grantham Conservation Commission had an item to discuss the proceeds from the sale of the Wien house for future conservation efforts. The Board of Selectmen was not aware of this.

## 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 5:58 p.m. to discuss a personnel matter. Present were: Chairman Harold Haddock, Selectman Kimball, Selectman Constance Jones, Town Administrator Becky Newton, Administrative Assistant Melissa White and Building Maintenance Manager F. Robert Osgood.

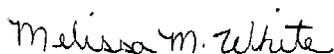
*Following proper vote, the Board returned from Non-Public session at 6:21 pm.*

## ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Jones; *by unanimous vote, the Board adjourned at 6:22pm.*

The next Selectmen's Meeting is scheduled to be held on Wednesday, January 12, 2011 at 5:00PM in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

*Respectfully submitted,*



Melissa M. White  
Administrative Assistant