

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes April 13, 2011

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, April 13, 2011 by Chairman Harold Haddock Jr. The meeting was held in the Grantham Town Building, Lower Level at 300 Route 10 South.

Present: Chairman Harold Haddock Jr.; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Becky Newton; Administrative Assistant Melissa White; Fire Chief Jeremiah Fountain; Joey Holmes; Conservation Commission Chair Richard Hocker; Police Chief Walter Madore; Town of Springfield Selectmen John Chiarella, Donald Hill, and Leigh Callaway, Nathan Miller of the Upper Valley Lake Sunapee Regional Planning Commission

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ 2011 Tax Lien payment - \$129,264.29
- ✓ Certification of Yield Taxes: M/L 211-075-000; 44 Bridge Lane - \$634.60
- ✓ Current Use Application: United Construction – Hummock Lane; Map 241; Lots 7, 16, 15, 14 & 13
- ✓ Intent to Cut: M/L 243-012-000; Stoney Brook Road
- ✓ Building Permit Applications:
 - a) M/L 222-176-000; 12 Whip-Poor-Will-Walk – carport
 - b) M/L 225-055-000; 116 Greensward Drive – porch
 - c) M/L 234-002-000; 75 Longwood Drive – extend entry
 - d) M/L 234-126-000; 485 Howe Hill Road – disassemble house

APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of March 23, 2011. There being none, a motion was made by Selectman Kimball to approve the regular meeting minutes as written; second by Selectman Jones.
Unanimously approved.

APPEARANCES

- Nathan Miller Transportation Planner for the Upper Valley Lake Sunapee Regional Planning Commission: Mr. Miller explained the State of NH bridge aid program and how to be successful in getting a red-listed bridge in the program.

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- Conservation Commission: R. Hocker discussed the efforts of Conservation Commission which includes:
- Cutting plan for the Town Forest: To conduct low-impact forestry on the Kimball lot (approximately 55 acres). Timber will be removed by a team of horses to help minimize damage to the property.
 - Wetlands Inventory: The process has been started with aerial photographs of the town which will determine where the one acre parcels exist. Training sessions for the 38 volunteers will start the week of May 9th.
 - Acquisition Program: Three properties have been identified; two on Leavitt Hill Road and one on Trail 9 on the edge of Eastman and expands for 54 acres around Bog Brook. Hocker stated that access to the Trail 9 parcel is through an easement across Bog Brook. Hocker informed that this parcel is of interest to the Town because of the aquifer issues.

Hocker stated that one property on Leavitt Hill Road (97 acres) has 8.1 acres of wetlands on it. Hocker stated that this parcel is of interest to the Conservation Commission due to the price, abuts the Flewelling property and has many of the attributes the commission likes to conserve especially the wildlife and wetlands. Hocker felt this parcel may be one of the principal prime wetlands in Grantham.

The other parcel on Leavitt Hill Road consists of 24 acres and abuts the Flewelling property.

CORRESPONDENCE

- L. Paul Tracy: A letter was received from L. Paul Tracy thanking Chief Madore for his "calm reassurance and professional manor" at an accident scene he [Tracy] was involved in.
- Neil & Jean Alexander: A letter of concern was received from Neil & Jean Alexander over the Grantham Recreation sponsoring dance classes at Grantham Village School and whether or not it competes with a private business in town.

Selectman Jones didn't feel it's up to the Board of Selectmen to decide what businesses are in competition with others; that the dance program is in conjunction with an after-school program.

Newton felt there wasn't any difference in the Town offering a soccer program with Grantham Indoor providing the same thing.

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OLD BUSINESS

- Comprehensive Shoreland Protection Act: Newton stated she has discussed this with Conservation Chair R. Hocker and the issue remains regarding putting money away for enforcement. Newton said this is needed because the town has more stringent rules than the State.
- Special Town Meeting: A draft warrant was reviewed. The final draft will be reviewed at the next Selectmen's meeting. Newton stated she has received feedback from the Trustees of the Trust Funds about combining Article 1 and 2 and felt this was a good idea. Newton will see if the Supervisor's of the Checklist are available to hold the Special Town Meeting on May 25th.
- Structure on Tall Timber Drive; M/L 211-020-000: Newton stated a cease and desist order was placed on the structure. A permit has not been obtained yet.
- Online Access of Assessing Data: No update.
- Recreation Park Development: A meeting is scheduled in Concord on April 20, 2011 at 1:30pm to discuss the mitigation parcel the town is proposing.

NEW BUSINESS

- Conservation Commission – Re-appointments: A motion was made by Selectman Jones to appoint the Merle Schotanus (member) and Jeremy Turner (alternate) to the Conservation Commission for three-year terms; second by Selectman Kimball. ***Unanimously approved.***
- Zoning Board of Adjustment – Re-appointments: A motion was made by Selectman Jones to appoint John Clayton (member), Richard Mansfield (member) and Myron Cummings (alternate) to the Zoning Board of Adjustment for three year terms; second by Selectman Kimball. ***Unanimously approved.***
- Withdrawal of funds from the Town Office Equipment Capital Reserve Fund: A motion was made by Selectman Jones to approve the withdrawal of \$4,520.74 for the purchase of a new server and to permit Administrator Newton to request the funds from the Town Office Capital Reserve Fund; second by Selectman Kimball. ***Unanimously approved.***
- Invoice from TF Moran: A motion was made by Selectman Jones to approve the payment of \$5,058.01 to TF Moran and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Selectman Kimball. ***Unanimously approved.***
- Invoice from Schauer Environmental: A motion was made by Selectman Kimball to approve the invoice of \$721.20 from Schauer Environmental and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Selectman Jones. ***Unanimously approved.***
- Upper Valley Humane Society Shelter Agreement: A motion was made by Selectman Kimball to allow Administrator Newton to sign the Upper Valley Humane Society Shelter Agreement; second by Selectman Jones. ***Unanimously approved.***

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DEPARTMENT/COMMITTEE REPORTS

- Emergency Management Director: EMD Osgood provided the Selectmen with the annual Concurrence Form.

Osgood stated he is updating the Emergency Operation Plan and will keep track of his time as well as all the other town employees, to use as a "soft match".

Three quotes were obtained to fix the water problems in Town Hall: Wragg Brothers of VT, Inc. for \$5,000, Heath & Field, Inc. for \$3,833 and Culligan of Keene, NH for \$1,875. A motion was made by Selectman Jones to accept the quote from Culligan of Keene for \$1,875; second by Selectman Kimball. *Unanimously approved.*

- Police Department – March Report:

- On April 12th there was a high-speed chase that ended in Grantham. Officer Merrill set up the "stop sticks" which allowed the State Police to take the subject into custody.
- 239 calls for service; 65 motor vehicle stops
- New "Municipal Police" license plates have been obtained. These plates have the department's national reporting number which identifies Grantham Police Department along with a unit number.
- Sergeant Parsons attended a seminar "Prosecuting The Drugged Driver" on March 2nd & 3rd as well as the annual D.A.R.E in-service training on March 9th.
- Officer Schwartz attended training for Responding to Juveniles with Mental Health Needs.

- Joint Loss Management Committee (JLMC): A memo was received from the JLMC requesting the Board of Selectmen increase the lighting of the perimeter of Town Hall, as well as the parking lots. Administrative Assistant White explained there was a large worker's compensation claim that may have been prevented if the lighting was better. Chairman Haddock and Selectman Jones felt more lighting was needed so when people leave Town Hall at night they can see to get to their car. Selectman Kimball felt motion lights would be more appropriate.

Building Supervisor F.R. Osgood provided the Board with a diagram of Town Hall and where the lights are. Osgood stated there are eight dusk to dawn lights, five motion activated lights and two, thirty foot high flood lights halfway up the driveway. Recently there were three additional motion lights installed on the front steps.

Osgood felt installing a new pole closer to Town Hall and moving the flood lights to the new pole would illuminate the front parking lot and police area. Chief Madore stated the flood lights were placed on that pole to illuminate the driveway.

Selectman Kimball will prepare some lighting options.

- Town Clerk/Tax Collector: The impending tax deed notice report was reviewed.

Newton informed the property owned by E&F Development (Gray Ledges) has been taken by tax deed but she is not clear where it is in the process.

Newton stated there have been several inquiring of parcels taken by tax deed and asked if a tax sale should be done. Chairman Haddock suggested a tax sale be done every five years. White stated the last tax sale was done in 2008.

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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 7:10 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 Police Chief Walter Madore.

Following proper vote, the Board returned from Non-Public session at 7:55pm.

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, second by Selectman Kimball; *by majority vote, the Board adjourned at 7:56pm.*

The next Selectmen's Meeting is scheduled to be held on Wednesday, April 27, 2011 at 5:00PM in the Grantham Town Building; Jerry Whitney Conference Room at 300 Route 10 South.

Respectfully submitted,

Melissa M. White

*Melissa M. White
Administrative Assistant*