

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes May 11, 2011

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, May 11, 2011 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; Administrative Assistant Melissa White; Joey Holmes; Police Chief Walter Madore; Deputy Fire Chief David Beckley

### ADMINISTRATIVE

#### *For Approval/Signature - APPROVED*

- ✓ Timber Tax Levy:
  - M/L 218-001-000 - \$250.00
  - M/L 243-012-000 - \$468.96
  - M/L 233-124-000 - \$855.61
  - M/L 237-045-000 - \$56.81

### APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of April 27, 2011. There being none, a motion was made by Selectman Kimball to approve the regular and non-public meeting minutes as written; second by Selectman Jones. *Unanimously approved.*

### CORRESPONDENCE

- State of NH Office of the Attorney General: Notice was received from the Office of the Attorney General informing of their 26<sup>th</sup> Annual seminar on Trust Fund Administration and Statutory Filing Requirements to be held on June 1, 2011. Administrative Assistant White stated that copies have been given to the Cemetery Trustees, Dunbar Free Library Trustees and the Trustees of the Trust Funds.
- Betsy Smith: A letter was received from Betsy Smith requesting that her house and others that border the Town Hall are taken into consideration as the discussion of outdoor lighting continues.
- Sullivan County Nutrition Services: A thank you letter was received from the Sullivan County Nutrition Services for the \$400 support of their nutrition program. The letter stated the support of this program will help many home-bound seniors.

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- NH Department of Transportation (NH DOT): Notice was received from NH DOT informing that the actual disbursement of the Block Grant Aid for April 2011 will be \$11,860.35. The total Block Grant Aid for the State Fiscal Year 2011 will be \$59,081.65.
- Town of Sutton: A corrective notice was received from the Town of Sutton informing that the public re-hearing of the Florida Tower Partners application will be on May 18, 2011 at 7pm in the Pillsbury Memorial Town Hall.

## OLD BUSINESS

- Financial Audit: White stated the financial audit is scheduled for the week of August 29, 2011 and that Sheryl Pratt of Plozdik and Sanderson didn't think there would be a problem getting a draft done by September 30<sup>th</sup> so long as they have everything for the audit the week they are here. The Board of Selectmen requested that Administrator Newton contact all the departments and Trustees so they have plenty of time to prepare.
- Assessment of Paving: White stated Administrator Newton is gathering information from other towns.
- Shack on Smith Lot: White informed that Newton sent a letter to John Chaloux on April 29, 2011 giving him ample time to apply and receive a building permit if he is able to drag it onto his property.
- Perimeter lighting of Town Hall: White stated she has been working with Selectman Kimball to change some of the dusk to dawn lights with motion sensor lights.
- Comprehensive Shoreland Protection Act: White stated that Newton has contacted the Planning Board to see if they would be willing to have a Conservation Member serve as an ex officio member. The Selectmen stated the Conservation Member cannot be a voting member; that if the Conservation Commission wants to have one of their members attend the planning board meetings they could. Or, the conservation member could request to be an alternate when a position comes available.
- Special Town Meeting: White stated the warrant has been posted and advertised for May 25, 2011 at 5pm in the lower level of Town Hall.
- Structure on Tall Timber Drive; M/L 211-020-000: No update.
- Online Access of Assessing Data: No update.
- Recreation Park Development: White informed that opening day was held on May 2, 2011 and that Newton continues to work on the mitigation parcel for the new field.

A quote was obtained for a locked case at the park that would inform patrons of the rules and game schedules. Selectman Kimball will install it when complete.

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## NEW BUSINESS

- Cutting of the Town Forest: A motion was made by Selectman Jones to allow Administrator Newton to sign the Forestry Services Agreement with Meadowsend Timberlands LTD.; second by Selectman Kimball. ***Unanimously approved.***
- Town Hall – Repair of Drip Edge: A motion was made by Selectman Kimball to accept the quote of \$6,875 from Chris Paquette for the repair of the drip edge around Town Hall; second by Selectman Jones. ***Unanimously approved.***
- Invoices from Schauer Environmental Consultants, LLC: A motion was made by Selectman Kimball to approve the payments of \$788.95 and \$1931.20 to Schauer Environmental Consultants, LLC 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.***

The Board of Selectmen requested Administrator Newton provide an update on the expenditures from the Timken Foundation Grant money.

- Dunbar Free Library Trustee Appointment: A motion was made by Selectman Jones to appoint Lorie McClory as a Trustee of the Dunbar Free Library; second by Selectman Kimball. ***Unanimously approved.***
- Health Officer Appointment: A motion was made by Selectman Jones to appoint Roger Woodworth as Health Officer and Charles McCarthy as Deputy Health Officer; second by Selectman Kimball. ***Unanimously approved.***

## DEPARTMENT/COMMITTEE REPORTS

- Building Maintenance Supervisor: A memo was received from Building Maintenance Supervisor F. Robert Osgood informing that the water filtration system has been installed. Osgood will conduct annual bacteria testing.
- Police Department – April Report:
  - Performed 102 house checks, 120 calls for service and made 76 stops.
  - Secretary Judy Desmarais received training in the identification and proper completion of forms required by Police Standards and Training Counsel as well as academy enrollment forms.
  - Chief Madore attended a Police Media Relations seminar as well as the NH Highway Safety conference.
  - Taser recertification was completed by Chief Madore, Sergeant Parsons, Officer Merrill, Officer Smith as well as Springfield’s Chief Timothy Julian and Sergeant Michael Beaulieu.
  - Sergeant Parsons conducted the annual D.A.R.E program at Grantham Village School. Graduation was held on April 28<sup>th</sup> with 39 children receiving certificates of completion.
  - Officer Smith has begun his 14 weeks at the Police Academy.
  - The “Drug Take Back Day” held on April 30<sup>th</sup> collected over 27 pounds of prescriptions drugs. 4000 pounds was collected statewide.

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➤ Transfer Station – March Report:

- Solid Waste - 7 runs; total tonnage - 67.02 tons
- Construction Demolition Debris - 3 Runs; total tonnage - 9.78 tons
- Glass - 1 load 7.31 tons; Expense \$160.20
- Tires - 1 load 3.56 tons; Expense \$409.40
- Fibers - Mixed Loose - (Paper) - 3 Loads 12.80 tons  
Revenue - \$960.00  
Expense - \$750.00
- Comingle - w/oglass - (Plastic) - 3 loads 3.62 tons  
Revenue - \$0.00  
Expense - \$63.00

Total Tonnage of Material taken away 104.09 tons  
Tickets collected at Transfer Station \$355

Total Revenue from recycling \$960.00  
Total Expenses from recycling \$1,383.22  
Net Expense from recycling \$423.57

## NON PUBLIC

In accordance with RSA 91-A:3 section II-E, a motion was made by Selectman Jones, second by Selectman Kimball to enter into a Non-Public session at 5:34 p.m. to discuss a matter of impending litigation. Present were: Chairman Harold Haddock, Selectman Kimball, Selectman Constance Jones, and Administrative Assistant Melissa White

*Following proper vote, the Board returned from Non-Public session at 5:44pm.*

## ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, second by Selectman Kimball; *by unanimous vote, the Board adjourned at 5:45pm.*

The next Selectmen's Meeting will immediately follow the Special Town Meeting being held on Wednesday, May 25, 2011 at 5:00PM in the Grantham Town Building; Lower Level Meeting Room at 300 Route 10 South, Grantham, NH.

*Respectfully submitted,*

*Melissa M. White*

*Melissa M. White  
Administrative Assistant*