

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes August 24, 2011

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, August 24, 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 Warren Kimball; Administrative Assistant Melissa White; Town Administrator Becky Newton; Fire Chief Jeremiah Fountain; Conservation Chair Richard Hocker; EMD/Building Supervisor F. Robert Osgood; John Eylander; Mark Brunelle

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ 2011 Abatement: M/L 212-077-000 - \$9.30
- ✓ Deed Waiver (2009 taxes): M/L 233-020-004; 210 Pillsbury Road
- ✓ Plodzik & Sanderson Audit Agreement

APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of August 10, 2011. There being none, Selectman Kimball made a motion to accept the regular and non-public meeting minutes as written; second by Chairman Haddock. *Approved by majority vote.*

APPEARANCES

- Mark Brunelle: Administrator Newton explained she asked Mr. Brunelle to come to the meeting because the house he built on 475 New Aldrich Road does not have a valid Certificate of Occupancy.

Mr. Brunelle discussed the issue of the outstanding Certificate of Occupancy and felt that although Newton was going on vacation she was reachable by cell phone and could have given the authority to someone else to sign the Certificate of Occupancy or make arrangements to have a Selectman sign it.

Brunelle discussed the Cease and Desist order and stated that if there was a question about the impact to wetland areas or silt fencing he should have received a letter from the Board of Selectmen and given a reasonable amount of time to fix any issues.

Brunelle felt the Cease and Desist order was not issued legally; that by NH State law he should have been given 30 days to come into compliance. Newton read the Cease and Desist letter that was hand delivered.

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Conservation Chair Richard Hocker explained the rules of shoreline protection along Sawyer Brook and informed that the Town has jurisdiction of that shoreline within 250 feet.

Chairman Haddock requested that Administrator Newton sign the Certificate of Occupancy for 475 New Aldrich Road.

CORRESPONDENCE

- UNH Technology Transfer Center: A letter was received from the UNH Technology Transfer Center that informed Road Agent Joseph Newcomb has achieved the status of Roads Scholar One.
- NH Department of Revenue Administration (DRA): A letter was received from DRA informing that after their 2010 Assessment Review they found that the Current Use and Exemption and Credit procedures still need some work in order to comply with applicable statutes and rules. The USPAP report submitted by Cross Country Appraisal Group was non-compliant.

Newton stated she has written to Cross Country Appraisal Group and asked for a remedy to the non-compliant USPAP report.

- Cross Country Appraisal Group: A letter was received from Cross Country Appraisal Group requesting that Grantham file an extension for the MS-1. Administrator Newton recommended not filing for the extension of the MS-1.
- Community Alliance of Human Services: A letter was received Community Alliance of Human Services reporting their mid-year progress of their youth and adult programs. Community Alliance currently has one Grantham resident in their Students Talking about Responsible Decisions program.

OLD BUSINESS

- Shoreline Protection Cutting Plan – M/L 215-051-000; 428 Road Round the Lake: Selectman Kimball and Conservation Chair Hocker will conduct a site visit this week.
- Health Insurance Transition: Newton informed that she, along with Selectman Jones and Administrative Assistant White will attend a workshop hosted by Primex on September 15th. Newton informed that school employees have to pay a deductible, prescription co-pays has been increased to \$20 and the employees' portion of the premium will increase over the next few years to 11 percent and then 12 percent of the premium.
- Recreation Park Use Application: Still being worked on.
- Tax Sale M/L 211-023-000; 49 Hemlock Lane: Newton informed the amount due on the property is \$32,001.81. Newton felt it will be hard to sell the property if the Town insists on a minimum bid for all that is due.

Newton stated the advertisement is ready to go. Chairman Haddock requested she add to it "and any acceptable reasonable bid".

Kimball stated he has looked at the property and has asked Norm Beaulieu if he would be interested in removing some of the metal.

- Relocation of the Town Forest Sign: Hocker said that it was suggested to look into a trail that Andy Eastman had spent some time delineating. This proposal will be sent to the Miner's.

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Newton said she is working to coordinate a meeting with the Conservation Commission and the Miner's to review the proposed trail.

- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)– ETAP Program: Newton stated she has sent the fuel usage information to UVLSRPC and is waiting for the Library to send in their fuel usage information. There is a "kick-off" meeting scheduled in September.
- Elderly Exemptions: No update.
- Wetlands Complaint – 475 New Aldrich Road; M/L 226-010-000: See appearances above. Selectman Kimball requested a procedure be put in place for future wetland complaints. Hocker said it is his understanding that any citizen in the community can file a wetland or shoreline protection complaint with the State of NH; that it doesn't have to come to the Board of Selectmen.

Hocker said that if the Selectmen ask him to look at a property and he feels there is a problem relative to shoreline protection or wetlands, he brings it to the attention of the Selectmen.

Hocker said the adjacent parcel, 485 New Aldrich Road; M/L 226-009-000; will have to be monitored due to Sawyer Brook running through it.

- Comprehensive Shoreland Protection Act (CSPA): No update.
- Structure on Tall Timber Drive; M/L 211-020-000: Selectman Kimball informed the structure is still there. Newton said she will contact the owner.
- Recreation Park Development: Newton said that a letter was received from the Army Corp of Engineers stating the Town has to obtain a permit from them. The letter also stated the details of the mitigation plan are not clear:

Who will be the easement holder?

Will funds be provided for stewardship?

What are the details on the selected site?

Compensation for lost flood storage, if any, in the 100 year flood plain is required.

No permits will be issued until the endangered species and historical and archeological issues are resolved. Newton said there are not any historical or archeological issues.

Newton felt that permit would delay the construction of the field.

Newton said there are issues with the mitigation parcel; that the acreage size is now 90 acres, not 98 acres. The back boundary line cannot be found; that a boundary line adjustment will be needed.

Newton informed that \$5,000 was received from Lake Sunapee Bank. This was the second half of their pledge of \$10,000 to the Recreation Park.

NEW BUSINESS

- Fire Department Diesel Tank Removal: Chief Fountain informed the quote to remove the underground diesel tank is approximately \$7,100. Fountain will meet with the Highway Department to see if they can do some of the work.

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- Blueberry Sales: White informed that blueberry sales total \$2,108.55 compared to \$2,066.96 last year.
- Shoreline Protection Cutting Plan – West Cove D Condominium Association: Conservation Chair Hocker recommended approving this application. The Board of Selectmen unanimously approved the application.
- Use of Recreation Park for Tournament and Overnight Tenting: Newton explained a request was made to use the field for a softball tournament and to allow the teams to tent on the park. Selectman Kimball felt it should be allowed in this case because the tenting will only be for one night. Kimball said that only gas grills would be allowed for cooking.

The Board granted permission for use of the field for the tournament and one night of tenting.
- New Hampshire Retirement System (NHRS): The Board was updated on the recent changes to NHRS including the employer rates.

DEPARTMENT/COMMITTEE REPORTS

- EMD Report: The memo of sheltering was reviewed. EMD Osgood stated there is not a Memorandum of Understanding with the school in the event the school was needed as a shelter while in session.

Osgood stated he continues to monitor the progress of hurricane Irene.
- Fire Department – July Report:
 - Five fire/rescue calls/seven EMS calls
 - Chief Fountain and Deputy Chief Beckley attended the Kearsarge Aid and Mid-Western Hazmat Mutual Aid meetings.
 - Firemen’s Association held an auction and annual BBQ chicken at Old Home Day. Both went very well.
- Police Department: The revised schedule was reviewed.
- Town Administrator:
 - A letter was approved to be sent to the Upper Valley Land Trust that earmarks the money that will be sent to them for the purchase price of the Hastings parcel and the \$10,000 dedicated to the management fund. The money will be sent now and put into a designated account to be ready for the day of the closing.
 - A quote was obtained to install handicapped access push buttons for the doors in Town Hall. Newton felt a second quote should be obtained as well. This may be presented to voters as a warrant article at the 2012 Town Meeting.
- Transfer Station – June Report:
 - Solid Waste - 9 runs; total tonnage - 82.29
 - Construction Demolition Debris - 9 Runs; total tonnage - 24.96
 - Glass - 1 load; 7.31 tons - Expense \$160.20
 - Tires - 1 load; 2.86 tons - Expense \$328.90
 - Light Iron - 1 load; 3.21 tons - Revenue \$769.29

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Fibers - Mixed Loose (Paper) - 2 Loads 9.81 tons
Revenue \$882.90
Expense \$500.00

Comingle - w/oglass - (Plastic) - 2 loads 1.78 tons
Revenue \$0.00
Expense \$31.15

Total Tonnage of Material taken away 132.22 tons
Tickets collected at Transfer Station \$1,455

Total Revenue from recycling \$1,652.19
Total Expenses from recycling \$1,020.87
Net Revenue from recycling \$631.32

- Trustees of the Trust Funds – August Report: The August report was reviewed.

OTHER

Chairman Haddock announced his resignation as Selectman and stated that it has been an honor and privilege to be here and have worked with the citizens of Grantham, his fellow Selectmen, and all the employees of the Town.

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Kimball, second by Selectman Haddock to enter into a Non-Public session at 6:21 p.m. to discuss a personnel matter. Present were: Chairman Harold Haddock, Jr., Selectman Warren Kimball, Administrative Assistant Melissa White; Town Administrator Becky Newton

Following proper vote, the Board returned from Non-Public session at 6:34pm.

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Haddock; *by unanimous vote, the Board adjourned at 6:35pm.*

The next Selectmen's Meeting will be held on Wednesday, September 14, 2011 at 5:00PM in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,

Melissa M. White

*Melissa M. White
Administrative Assistant*