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## Town of Grantham - Board of Selectmen Regular Meeting Minutes September 28, 2011

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, September 28, 2011 by Chairman Warren Kimball. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Present: Chairman Warren Kimball; Selectman Constance Jones; Selectman Ken Story; Administrative Assistant Melissa White; Town Administrator Becky Newton; Police Chief Walter Madore; Fire Chief Jeremiah Fountain; Deputy Fire Chief David Beckley; Joey Holmes; Richard Monica; Kathy Osgood

### ADMINISTRATIVE

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

- ✓ Department of Revenue Administration forms MS-1 & MS-4
- ✓ Amended Forestry Agreement with Meadowsend Timberlands Ltd.
- ✓ Building Permits:
  - a) M/L 222-272-000; 14 Barn Owl Overlook – generator
  - b) M/L 213-121-000; 404 Road Round the Lake – concrete slab patio
  - c) M/L 237-040-000; 304 Splitrock Road – enclose deck
  - d) M/L 225-024-000; 26 Allen's Drive - generator

### APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of September 14, 2011. There being none, Selectman Jones made a motion to accept the regular meeting minutes of September 14, 2011 as written; second by Selectman Story. *Unanimously approved.*

### APPEARANCES

- Resident Kathy Osgood: Osgood discussed the process to have a change in the Zoning Ordinance pertaining signs for businesses that would allow "sandwich board" signs on a regular basis.  
  
Chairman Kimball said temporary signs are already allowed. Osgood felt businesses should be able to put additional signage up more often, even if it's only during business hours.  
  
Newton said there is a mechanism for a Zoning petition and will work with Osgood to get this proposed change on the ballot for the 2012 Town Meeting.
- Town Clerk/Tax Collector Rita Friedman: Friedman requested permission to become a Department of Safety Boat Agent and explained the value in offering that service which includes increased revenue for the town. A motion was made by Selectman Jones to

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authorize Town Clerk/Tax Collector Rita Friedman to become a Department of Safety Boat Agent for Grantham; second by Selectman Story. *Unanimously approved.*

Friedman informed that Building Maintenance Manager Bob Osgood was out sick and asked Chief Madore if his department could lock the building. Madore said his officers would secure the building at the end of their shift.

## CORRESPONDENCE

- State of NH Department of Transportation (DOT): A letter was received from DOT asking the Board of Selectmen to participate in a survey to gauge how DOT is working and communicating with their partners.
- Listen Holiday Basket Program: A letter was received from Listen informing of their Holiday Basket Program that provides warm clothing and wish list items for children and seniors, and a \$50 food certificate for each qualifying family.
- Project Care: A letter was received from Project Care informing of the emergency assistance program available to New Hampshire Electric Cooperative (NHEC) members. Newton said she didn't believe NHEC provided electricity to Grantham.
- Sullivan County Treasurer: A memo was received from Sullivan County Treasurer C. Michael Sanderson informing Grantham's portion of the County tax is \$1,471,085.00 and is due December 1, 2011.

Selectman Jones informed that the three towns that border Interstate 89, Grantham, Sunapee and Springfield pay over 40% of the county budget. Jones went on to say that in her years in the Legislature Grantham, Sunapee and Springfield used to be combined into one district; that when the last House re-districting occurred, Grantham was paired with Plainfield and Cornish with whom there isn't much in common. Jones stated there will be public meeting on the re-districting soon and said it is imperative that the Board of Selectmen attend them.

Newton stated the Selectmen were invited to tour the Sullivan County complex if interested.

- Catherine Champagne: A letter was received from Champagne urging the Selectmen to allocate funds for landscaping the driveway and entrance to Town Hall. The Selectmen will consider this as a separate warrant article and asked Newton to contact Champagne to organize a plan and provide a recommended budget for it. Newton said she could ask Champagne to work with the Grantham Garden Club.
- Grantham Village School (GVS): A letter was received from GVS informing that Grantham Town Hall is within their safe drinking water zone and requested our help in ensuring safe drinking water for the school.

## OLD BUSINESS

- Mountain Road Improvements: Newton informed she completed a draft of the drainage easement and provided a copy to Richard Monica. Newton explained the Barton's would have to sign it in front of a Notary Public. Road Agent Joe Newcomb has approved the driveway permit with the additional culvert across the road.

Newton said that FEMA would be in Grantham on October 6, 2011 at 9:30am to tour the sites that received damage.

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Monica asked if the Town had made a decision on his request to pay for the cost of the gravel to repair the road.

Chairman Kimball stated he felt the Town should not provide funds for the repair of Mountain Road. Kimball explained that the reason the Town went to the efforts to classify that road as a Class VI road is so public funds would not have to be used for its repair.

Selectman Jones suggested Monica see what FEMA would pay.

The Board decided not to approve Monica's request to pay for the gravel for the repairs to Mountain Road.

Monica asked about the signed petition he provided the Board with to have Mountain Road designated as an emergency lane pursuant to RSA: 231:59-A. Newton said designating Mountain Road as an emergency lane would give the Town the legal permission to make enough improvements on the road to keep it open for emergency traffic without reverting it to a Class V status.

The Board of Selectmen said they would put it out to a town vote. Newton clarified that this did not have to go to Town Meeting; that it only requires a public hearing which can be done at the beginning of a Selectmen's meeting. Newton will work with Monica on this.

Monica showed the Board a copy of the liability waiver he signed and pointed out that it says all landowners are responsible for the maintenance and repair of the road, which the Town is an owner. Newton clarified that the waiver says "at his expense OR at the expense of himself and other owners of property similarly located on said road".

Monica asked what the progression of Miller Pond Road has been over the last 40 years. Jones asked for clarification. Monica explained that years ago only a short distance of Miller Pond Road was maintained but as more houses were built the road kept being maintained by the Town.

Jones said some research would have to be done to find out what year Mountain Road was classified as a Class VI road. Monica believed at one point the entire road was a Class VI road. Jones didn't know if that was correct or not.

Newton said she will obtain information from other communities and get back to Monica.

- State of NH Board of Tax and Land Appeals (BTLA) – M/L 226-014-000; Pillsbury Family Trust: Newton said she has confirmed with Cross Country Appraisal Group (CCAG) that they would have Pillsbury's paperwork in to BTLA by September 30, 2011. Newton felt that this should have been completed when they (CCAG) were onsite on September 15, 2011. Newton will continue to follow-up with CCAG on this matter.
- Use of Four Wheeler in the Town Forest: Newton said she has told Edward O'Connor that he could use a four-wheeler in the Town Forest to retrieve a moose if he should be lucky enough to harvest one.

Chief Madore said that Class VI roads are open to four-wheelers in the summertime.

- Health Insurance Transition: Newton said that she; along with Administrative Assistant White and Selectman Jones attended a very informative meeting at Primex to help the Town transition to another health insurance provider. Newton also stated that a new trust is being formed that will be able to offer similar programs and health insurance options as Primex did.
- Recreation Park Use Application: Newton said she has asked Administrative Assistant White to work with Athletics Director Marsha Googins on finalizing this application.

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- Tax Sale M/L 211-023-000; 49 Hemlock Lane: Administrative Assistant White said this will be advertised in the Valley News on October 1, 2011.
- Relocation of the Town Forest Sign: Coordination of a joint meeting with all parties continues. Chairman Kimball said a proposal will be provided to Karyn and Don Miner for an additional sign that would indicate parking along Miller Pond Road.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)- ETAP Program: Newton said she is waiting to hear from Mike McCrory on a date to conduct the facility inspections.
- Elderly Exemptions: Newton said she provided Selectman Story with a copy of the elderly exemption list and will work on changes to what Grantham offers through the budget setting process.
- Comprehensive Shoreland Protection Act (CSPA): Newton stated she has started to look at the changes that have been made.
- Structure on Tall Timber Drive; M/L 211-020-000: Newton stated she mail a certified letter to the property owner informing the structure has to be removed but has not heard from the owner yet.
- Recreation Park Development: Newton said a proposed outline for the boundary line adjustment on the Hastings parcel had been received; that she feels the closing would take place soon.

## NEW BUSINESS

- Abatement for Tyler Woolson; M/L 236-030-000: Newton stated that Mr. Woolson had filed abatements on three of his properties but Cross Country Appraisal Group (CCAG) only answered two of them.

Newton explained that CCAG had held this abatement aside because Woolson had provided a great deal on information and that they (CCAG) wanted to take some time to review it but had never gotten back her (Newton). Newton went on to say that the Town has to notify abatement applicants of their decision by July and that the applicant had until September 1<sup>st</sup> to file an appeal with BTLA. Newton said CCAG never made a recommendation on the abatement until after September 1<sup>st</sup>; that CCAG recommended denying the abatement.

Newton said she reviewed the information provided by Woolson; that he was looking for an abatement of \$21,000 off the assessed value which would be a tax refund of \$403.20.

Newton felt the abatement should be granted since the Town abridged his right to appeal to BTLA.

A motion was made by Selectman Story to approve the abatement request and tax refund for Tyler Woolson; M/L 236-030-000 in the amount of \$403.20; second by Selectman Jones. ***Unanimously approved.***

- Invoice from TF Moran: A motion was made by Selectman Jones to approve the payment of \$7,789.05 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 Story. ***Unanimously approved.***
- Invoice from Schauer Environmental Consultants, LLC: A motion was made by Chairman Kimball to approve the payment of \$720.00 to Schauer Environmental Consultants, LLC and

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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 Story. ***Unanimously approved.***

- Building Permit – M/L 236-048-000; Stocker Pond Road – New Home: Newton explained that Mark Brunelle is the contractor and that there was a question about the well radius. Newton said that Brunelle dropped off a new plan today to comply with the State requirements of the well radius.

Brunelle said he has had Peter Schauer delineate all the wetlands and can meet every State and Town setback requirement.

Selectman Jones asked how wide Stocker Pond Road is. Brunelle said the legal right-of-way is 50 feet. Jones said the maps show it is 40 feet. Brunelle said he checked with Surveyor Allen Wilson; that Wilson believes it is 40 feet. Brunelle provided the Board with a new plan.

Newton said the other concern she had was the foundation drain because it is being pitched toward the road. Brunelle disagreed and said he was pitching the drain toward the existing swale and water run-off which goes to the culvert.

Newton asked why the foundation drain couldn't be pitched to the back of the lot. Brunelle said it all goes uphill. Newton then asked if the drain had to be as long as Brunelle proposed. Brunelle said no; that he could shorten it.

Jones asked about the installation of silt fencing. Brunelle said it is outlined in the plan and would be installed accordingly.

Jones asked if a 12 inch culvert would be installed. Brunelle said he hasn't talked to the Road Agent Newcomb yet, but would do whatever is required by him.

Brunelle said the water from the lot goes onto the road because there isn't a proper ditch and is willing to work with the Road Agent to install one.

***A motion was made by Selectman Jones subject to the conditions that Brunelle install a 12 inch culvert along his driveway as well as any roadside ditching Road Agent Newcomb requires, build the house per the plans he provided to the Selectmen tonight and to have the Building Inspector on site during key groundbreaking such as when the well is drilled, etc.; second by Selectman Story. Unanimously approved.***

- Building Permit – M/L 226-015-000; 131 Yankee Barn Road: Newton stated the permit is for an addition in the commercial zoning district; that the Foreman on the job said he needs the permit in order to open for business.

The Board of Selectmen approved the permit with the condition a licensed electrician is used.

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## DEPARTMENT/COMMITTEE REPORTS

### ➤ Town Administrator Update:

- Newton informed there is a new law in NH (effective July 1, 2011) that allows the taxation of utility poles. Grantham will pick up the utility value in 2012.
- The audit is nearly finished.
- Meetings continue in regards to the Ambulance Study. Jones asked how long New London Hospital would stay in the ambulance service business. Newton said that all of the interested parties want to keep the service with hospital and that the hospital is willing to continue to provide service as long as it is not a financial drain on the hospital.
- The SAU #75 Superintendent said the gymnasium is available to hold the 2012 Town Meeting. Newton has notified the Town Clerk/Tax Collector and Moderator.

***A motion was made by Selectman Jones to hold the 2012 Town Meeting in the Grantham Village School Gymnasium per the petition received; second by Selectman Story. Unanimously approved.***

- The EMD job description is being finalized and will be advertised soon.

### ➤ Transfer Station:

#### July Report:

Solid Waste - 9 runs; total 91.74 tons

Construction Demolition Debris - 9 Runs; total 27.48 tons

Glass - 1 load; 7.31 tons – Expense \$160.20

Electronic Waste - 2.29 tons; Expense \$353.52

Tires - 2 loads; 6.68 tons – Expense \$768.20

Light Iron - 1 load; 3.35 tons – Revenue \$820.31

Fibers - Mixed Loose(Paper) - 3 Loads; total 14.05 tons  
Revenue \$1,475.25  
Expense \$750

Comingle - w/o glass (Plastic) - 3 loads 2.86 tons  
Revenue \$0.00  
Expense \$50.05

Total Tonnage of Material taken away - 155.76 tons

Tickets collected at Transfer Station - \$1,605

Total Revenue from recycling - \$2,295.56

Total Expenses from recycling - \$2,082.59

Net Revenue from recycling - \$212.97

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## August Report:

Solid Waste - 9 runs; total 93.5 tons  
Construction Demolition Debris - 9 Runs; total 33.05 tons  
Glass - 1 load; 7.31 tons - Expense \$160.20  
Light Iron - 2 loads; total 6.92 tons - Revenue \$1,695.31  
Aluminum - 1 load; 1460 lbs - Revenue \$876.00  
Fibers - Mixed Loose (Paper) - 3 Loads 14.74 tons  
Revenue \$1660.50  
Expense \$750  
  
Comingle - w/o glass (Plastic) - 3 loads 3.58 tons  
Revenue \$0.00  
Expense \$62.66  
  
Total Tonnage of Material taken away - 159.10 tons  
Tickets collected at Transfer Station - \$1,250  
Total Revenue from recycling - \$4,271.81  
Total Expenses from recycling - \$973.48  
Net Revenue from recycling - \$3,298.33

## NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Jones, second by Selectman Story to enter into a Non-Public session at 6:37 p.m. to discuss a personnel matter. Present were: Chairman Warren Kimball, Selectman Constance Jones, Selectman Ken Story Administrative Assistant Melissa White, and Town Administrator Becky Newton

*Following proper vote, the Board returned from Non-Public session at 6:58pm.*

## ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, second by Selectman Jones; *by unanimous vote, the Board adjourned at 6:59pm.*

The next Selectmen's Meeting will be held on Wednesday, October 12, 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