

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes October 26, 2011

The regular meeting of the Board of Selectmen was called to order at 5:04pm on Wednesday, October 12, 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; Fire Chief Jeremiah Fountain; Deputy Fire Chief David Beckley; Richard Hocker; F.R. Osgood; Michael Whipple

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ Land Use Change Tax: M/L 204-002-001; 2321 Route 10 North - \$5,200.00
- ✓ Building Permits:
 - a) M/L 216-151-000; 6 Robin Lane - generator
 - b) M/L 221-064-000; 6 Nightingale Lane - addition
 - c) M/L 233-053-000; 62 Longwood Drive - generator
 - d) M/L 223-026-000; 11 Fox Run - roof

APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular meeting minutes of October 12, 2011. There being none, Selectman Jones made a motion to accept the minutes of October 12, 2011 as written; second by Selectman Story. ***Unanimously approved.***

CORRESPONDENCE

- Gerald Coogan, AICP: A letter and resume was received from Gerald Coogan. Mr. Coogan previously worked for TF Moran on Grantham's Recreation Park project.
- Primex: Primex copied the Town on a letter they sent to Steven Gillingham seeking reimbursement for the cost of the damage he caused to the Police cruiser on August 4, 2011. Chairman Kimball informed Gillingham's employer is working with him to set up a payroll deduction for repayment.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): A letter was received from UVLSRPC informing of their household hazardous waste program. Newton felt it was in the best interest for Grantham to continue holding its own hazardous waste collection. The Board agreed.

APPROVED

- Cathy Lacombe: An email was received from Cathy Lacombe that the "props" with the scarecrows were getting out of hand. Chairman Kimball felt that since Ms. Lacombe has "an eye" for that sort of thing, maybe she could help with the organizing and set-up next year.
- Cartographic Associates: Newton stated she and Administrative Assistant Melissa White recently met with Franco Rossi of Cartographic Associates regarding their software for online tax map information. Newton explained their program is easier to use and less expensive than the company currently being used.

A motion was made by Selectman Story to accept the contract with Cartographic Associates for the Query Manage Online web-based service; second by Selectman Jones. *Unanimously approved.*

- Michael Whipple: As requested from the Board of Selectmen at their July 27, 2011 meeting, Mr. Whipple provided a drawing showing the location of the trees to be removed on his properties located at 133 & 169 Stocker Pond Road. Whipple informed none of the trees were located within the 50 foot waterfront buffer zone.
- Town Clerk/Tax Collector Rita Friedman: A letter was received from Town Clerk/Tax Collector Rita Friedman asking for permission to sell a document holder that could contain vehicle registrations and insurance cards. The cost would be \$1.00.

A motion was made by Selectman Jones to allow Town Clerk/Tax Collector Rita Friedman to sell the document holders; second by Selectman Story. *Unanimously approved.*

OLD BUSINESS

- Ambulance Study: Newton said she attended a meeting this week where the preliminary findings were discussed. The towns involved want to stay with the hospital. There will be follow-up meetings with the towns and reports of those findings at a later date.
- Fire Alarm System at Town Hall: Administrative Assistant White informed that Crossover Electric looked at the Fire Alarm system and the phone lines connected to it are working properly. If the problem continues Sentinel Alarm Systems will have to look at it.
- Complaint on 172 Cote Road: Newton informed a complaint was received on 172 Cote Road; that there was a lot of construction debris piling up in the yard. Newton said the property owner informed they were finishing a renovation project and would have the debris cleaned up in 30 days.
- Fire Department Flashing Caution Light: Chairman Kimball informed he will work on this.
- Back-up System for Town Archives Computer: No update.
- Exterior Door Replacement at Town Hall: Building Maintenance Supervisor F. R. Osgood informed seven of the nine doors have been replaced. The other two doors will be installed in a couple of weeks. Osgood informed he has ordered new weather-stripping for the doors.
- Rumbrook Place Tree Cutting: Newton said she has sent the owner two letters and has not had a response. Newton asked if she should have Chief Madore hand serve the letter or have Town Counsel send a letter.

Selectman Jones asked what does the Town want them to do. Newton explained that they were told to stop cutting trees and to provide a plan of the tree cutting but have not done so. Newton said the cutting has stopped but the mowing was a concern as well; that mowing to the waters edge is not permitted under Shoreland Water Quality Protection

APPROVED

Act (SWQPA). Chairman Kimball requested Newton contact Town Counsel for a recommendation for direction.

- State of NH Board of Tax and Land Appeals (BTLA) – M/L 226-014-000; Pillsbury Family Trust: Newton said BTLA has ordered the Town and Pillsbury enter into mediation before they hear the case. Newton has forwarded the notice to Cross Country Appraisal Group but has not received a response from them.

Chairman Kimball requested Newton pick a date in November for the mediation meeting.

- Health Insurance Transition: Newton informed the new health trust is called NH Interlocal Trust and recommended the Town accept membership in it.

Resolution: The Board of Selectmen of the Town of Grantham, New Hampshire hereby accepts membership in the NH Interlocal Trust and designates Constance A. Jones, Selectman, as their representative to the Trust.

A motion was made by Chairman Kimball to accept membership in the NH Interlocal Trust and to designate Constance A. Jones, Selectman, as Grantham's representative; second by Selectman Story. ***Unanimously approved.***

- Tax Sale M/L 211-023-000; 49 Hemlock Lane: Newton said the deadline to submit a bid for this parcel closed on October 21, 2011; that no bids were received. Newton went on to say that many municipalities are having trouble sell town-owned property and have hired a realtor to sell them; that it's better to get them back on the tax rolls.

Chairman Kimball felt a company should be hired to clean this parcel up because all the litter and debris is becoming hazardous.

Newton will obtain quotes for the clean-up efforts.

- Relocation of the Town Forest Sign: Newton said her understanding was the sign would be relocated by the end of October 2011.

Chairman Kimball asked if a new place for the sign had been agreed upon. Newton said no; that Don Miner had offered to move it. Kimball said all parties need to agree to the new location.

Selectman Jones said the Town agreed to take the sign down by the end of October and should honor that agreement.

Conservation Chair Richard Hocker stated the sign was put together with donated materials.

Newton will have the Highway Department remove the sign; the posts will remain until a new location for the sign is agreed upon.

- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)– ETAP Program: Newton said she is still waiting for Mike McCrory of UVLSRPC to schedule a date for the review of buildings.
- Elderly Exemptions: Will be worked on through the budget setting process.
- Shoreland Water Quality Protection Act (SWQPA): Conservation Chair Hocker is reviewing the recent changes made by the Legislature.
- Structure on Tall Timber Drive; M/L 211-020-000: Newton informed this structure has been removed.

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- Recreation Park Development: Newton reported the Upper Valley Land Trust purchased the Hastings parcel.

Newton explained a boundary line adjustment had to be completed on the Hastings lot and requested approval for payment for the surveying.

A motion was made by Selectman Jones to approve the payment of \$3,933 to ALW Surveys and to permit Administrator Newton to withdraw the money from the Land Preservation Fund; second by Selectman Story. *Unanimously approved.*

DEPARTMENT/COMMITTEE REPORTS

- Town Administrator:

- Newton informed the new police cruiser has been purchased (as approved at the 2011 Town Meeting) and requested approval for the withdrawal of \$25,712.10 from the Police Vehicle Capital Reserve Fund.

A motion was made by Selectman Jones to approve the withdrawal of \$25,712.10 from the Police Vehicle Capital Reserve Fund; second by Selectman Story.

Unanimously approved.

- Received from Primex, the 2012 contribution summaries for Worker's Compensation and Unemployment insurance.
- The drainage easement from Kevin and Angel Barton of Mountain Road was received. Newton said the easement needs to be recorded at the Sullivan County Registry of Deeds.

Newton said the Highway Department estimated the work for Mountain Road to cost between \$11,000 and \$15,000. Richard Monica also obtained an estimate which was \$24,500 which will be submitted to FEMA under public assistance.

Selectman Jones asked if the town would be fixing the road or if the residents of Mountain Road would be. Newton explained that if the Selectmen decide to use FEMA public assistance funding, the town would hire and pay the contractor. The town would be reimbursed from FEMA a minimum of 75% of the cost.

Chairman Kimball requested another quote be obtained.

- A draft letter to Russell McAllister of 29 Cote Road was reviewed. Newton explained Mr. McAllister is residing at this location; that after discussion with Zoning Board Chair Conrad Frey it appears the building on this property is not eligible for residency because of the flood plain.
- An email was received from Trustee Bob Lewis informing that the Newport Probate Court approved the petition filed by SAU #75 and the Grantham Trustees of the Trust Funds to revise the terms of the English and Hudson Scholarship Funds. This revision will allow the School Board to award more meaningful annual scholarships.

- Transfer Station – September Report:

Solid Waste - 8 runs; total 83.78 tons

Construction & Demolition Debris - 7 Runs; 27.01 tons

Glass - 1 load 7.31 tons; Expense \$160.20

Electronic Waste - 2.8 tons; Expense \$253.77

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Tires - 1 loads 3.34 tons; Expense \$384.10
Light Iron - 1 loads 3.58 tons; Revenue \$877.19
1 Old Canister #1 steel - 2.51 tons; Revenue \$740.10
Tin Cans - 1 run 1.78 tons; Revenue \$346.47
Cardboard - 1 load 22.19 tons; Revenue \$3,605.88
Fibers - Mixed Loose - (Paper) - 2 Loads; 9.18 tons
Revenue \$1,055.70
Expense \$500
Comingle - (Plastic) - 2 loads; 2.06 tons
Revenue \$0.00
Expense \$36.05

Total Tonnage of Material taken away 163.03 tons
Tickets collected at Transfer Station \$1,090
Total Revenue from recycling \$6,625.37
Total Expenses from recycling \$1,334.74
Net Revenue from recycling \$5,290.63

NON PUBLIC

In accordance with RSA 91-A:3 section II-A, a motion was made by Selectman Story, second by Selectman Jones to enter into a Non-Public session at 5:57 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 6:18pm.

OTHER

A motion was made by Selectman Jones to hire Michael Ryan as the town's Assessor; second by Selectman Story. *Unanimously approved.*

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, second by Selectman Story; *by unanimous vote, the Board adjourned at 6:20pm.*

There will be a public hearing on Wednesday, November 9, 2011 at 5pm in the Grantham Town Building; Lower Level Meeting Room at 300 Route 10 South, Grantham, NH to hear public input on declaring Mountain Road an emergency lane. The next Selectmen's Meeting will immediately follow.

Respectfully submitted,

Melissa M. White

*Melissa M. White
Administrative Assistant*