

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes June 27, 2012

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, June 27, 2012 by Chairman Warren Kimball. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Chairman Warren Kimball; Selectman Ken Story; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Fire Chief Jay Fountain; Athletics Director Marsha Googins; Missy Walla; Jeremy Walla; Michael Whipple; Bob MacNeil; Donald Wenz and Ed Buckman

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White.

### ADMINISTRATIVE

#### *For Approval/Signature – APPROVED*

- ✓ Payroll Manifest #365
- ✓ Accounts Payable Manifest #324
- ✓ Building Permits:
  - a. M/L 216-038-002; 95 Burpee Hill Road – Children’s Play house
  - b. M/L 225-088-000; 71 Troon Drive – Covered Entry on existing house
  - c. M/L 220-004-000; 887 Olde Farms Road – Roof over pre-existing porch
  - d. M/L 234-118-000; 72 Longwood Drive – Garage
  - e. M/L 216-117-000; 11 Old Spring Drive - Garage
- ✓ 2012 Warrant for Unlicensed Dogs

### APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular meeting minutes of June 13, 2012. A motion was made by Selectman Story to approve the June 13, 2012 minutes as written; seconded by Chairman Kimball. Selectman Jones abstained. ***Approved by majority vote.***

### APPEARANCES

Ed Buckman: Ed Buckman, who belongs to the Granite State Horse Association, asked if the landfill can be mowed with horses. He explained that members of the Granite State

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Horse Association get together throughout the State for the purpose of competing with horses and their ability to do various things such as plowing, raking and mowing. Some of the members would like to get together to mow and work with some hay and they don't have an adequate place to do that. In addition to the landfill being a large enough place to have several teams of horses compete, there is plenty of room across the road to park horse trailers so that they are out of the way and there is a fence to keep any spectators at a safe distance. Mr. Buckman stated that if the Board of Selectmen approve, this would occur next year and if he was allowed to keep the hay, he would not charge anything for the mowing.

Administrator White asked how many people he would anticipate being at the landfill during these competitions. Mr. Buckman said it is hard to guess but that at the present time, there are only two teams that have the equipment and capability to do the mowing but there are other people interested in participating.

White also asked if the Granite State Horse Association requires dues and if they provide insurance to the members. Mr. Buckman answered yes to both questions and also stated that additionally, each member is self insured. White asked if the Association would be able to provide the Town with a Certificate of Insurance naming the Town as insured. Mr. Buckman will make an inquiry and report back to White.

Bob MacNeil suggested that Mr. Buckman also provide the Town with a Release acknowledging that the hay is being taken from a landfill and that the Town would not be responsible for any claims made against the town or the product.

The Board agreed as long as the proper Certificate of Insurance was provided to the Town.

Mr. Buckman also inquired about setting up some kind of Quick Pull Arena at the park for ox pulls and that kind of thing. Chairman Kimball stated the Grantham Recreation Park Committee would be willing to work with him to see if that is feasible.

## **OLD BUSINESS**

- Town Hall Insulation Project: Selectman Kimball stated that someone from a second company will be at the Town Hall tomorrow to give an estimate.
- Recreation Park Development: Marsha Googins reported that the Grantham Recreation Park Committee met last night and are recommending that the Select Board consider outsourcing the fertilization and aeration of the fields. Googins also stated that there is an influx of clover in the ball field which is causing a problem. A quote was obtained from Bergeron's.

Town Administrator White stated that she contacted Doug McGrath who maintains the ball fields for Lebanon Recreation and that he was a great source of information. He told White that he has a mowing program and a fertilization and aeration program. He coordinates his mowing with the soccer schedules and he agreed that a three inch height for the grass is what is necessary to maintain it. He also said that in addition to the

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fertilization and aeration that there should be re-seeding twice a year so the process would be aerate, seed and lyme. This would also help resolve the clover problem.

Chairman Kimball mentioned that he obtained a quote from Dan Bodette for fertilization and aeration of the fields. His quote came in at \$375.00 for aeration and \$285.00 for fertilization and included the seed. Bergeron's quote was higher and did not include the seed.

White stated a few Grantham Recreation Park Committee members have asked her what the purpose of the Committee is. White felt it was to help with development of the park and to coordinate fundraising for that development. The Selectmen agreed that the Grantham Recreation Park Committee was formed to oversee park development and help with fund raising and that Athletic Director Marsha Googins will be the one to oversee field maintenance. Chairman Kimball emphasized that there needs to be good communication between Athletic Director Googins and Groundskeeper Carey.

Googins stated that the Grantham Recreation Park Committee is considering changing the day of the week that they meet to Tuesdays. She will let Administrator White know when the decision is made.

## NEW BUSINESS

- Vacation carry-over request: Sergeant John Parsons requested seven vacation days be carried over to fiscal year 2013. A motion to approve Sergeant Parsons' request was made by Selectman Story; seconded by Selectman Jones. *Unanimously approved.*
- Invoice from TF Moran: An invoice was received from TF Moran in the amount of \$1,596.36. Administrator White stated that they are billing the Town 100 percent for the bid assistance and she has a question about this and will call them to clarify. The amount of \$1,446.36 is for plan revisions for the second bid. A motion to approve the payment of \$1,446.36 to TF Moran and to withdraw those monies from the Timken Grant was made by Chairman Kimball; seconded by Selectman Story. *Unanimously approved.*

## DEPARTMENT/COMMITTEE REPORTS

- Capital Improvement Program Committee: Mike Whipple, Chairman of the Capital Improvement Program Committee, spoke about the Committee's role to aid the Selectmen with their annual budget. He mentioned some specific input they will be looking for from the Selectmen. Whipple stated that they had a meeting with Administrator White to set some ground work as to how communication can flow. Whipple said the Committee would like to attend some future Selectmen's Meetings and extended an open invitation to the Board of Selectmen to attend any of their meetings.

Bob MacNeil added that they will need to be kept informed if there is a change in personnel or a change in regulations.

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## ➤ Transfer Station – April and May Reports

### **Monthly Report April 2012**

Solid Waste - 7 runs total tonnage of 67.38 tons

Construction Demolition Debris - 7 Runs 27.24 tons

Glass - 1 load 7.31 tons Expense \$168.13

Light Iron - 2 loads 4.99 tons Revenue \$1,197.86

Cardboard - 1 load 21.48 tons Revenue \$2,899.80

Tires - 2 loads 5.51 tons Expense \$644.67

Fibers - Mixed Loose - (Paper) - 2 Loads 7.59 tons  
Revenue \$513.40  
Expense \$500

Comingle - w/o glass - (Plastic) 2 loads 2.28 tons  
Revenue \$0.00  
Expense \$39.91

Total Tonnage of Material taken away 143.78 tons  
Tickets collected at Transfer Station \$1,215.00

Total Revenue from recycling \$4,611.06  
Total Expenses from recycling \$1,352.71  
Net Revenue from recycling \$3,258.35

### **Monthly Report May 2012**

Solid Waste - 7 runs total tonnage of 70.9 tons

Construction Demolition Debris - 6 Runs 23.24 tons

Light Iron - 1 load 3.59 tons Revenue \$879.38

Tires - 1 load 3.44 tons Expense \$395.60

Fibers - Mixed Loose - (Paper) - 3 Loads 15.24 tons  
Revenue \$1,014.40  
Expense \$750

Comingle - w/o glass - (Plastic) 3 loads 2.96 tons  
Revenue \$0.00  
Expense \$51.81

Total Tonnage of Material taken away 119.37 tons  
Tickets collected at Transfer Station \$955

Total Revenue from recycling \$1,893.78  
Total Expenses from recycling \$1,197.41  
Net Revenue from recycling \$696.37

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➤ Town Administrator:

- On June 12, 2012, 13 employees attended a Safety Training on Hazardous and Toxic Substances. The Fire Department and Fast Squad had the training a couple months ago.
- The engagement letter from Plodzick & Sanderson was received and the annual audit will begin on September 10, 2012. The estimated cost will range from \$10,500.00 and \$12,500.00. A motion to authorize Administrator White to sign the engagement letter was made by Selectman Jones; seconded by Selectman Story. *Unanimously approved.*
- White stated that the Town has received several compliments on the landscaping in front of the Town Building. Resident Joey Holmes also wrote a note thanking the Board for having it done and stated how impressed she was with the job Gilson's Property Management had done.
- An email was received complimenting Laurie Fields' Father Daughter Dance and the wonderful job she does.

## NON PUBLIC

In accordance with RSA 91-A:3 section II-e, a motion was made by Chairman Kimball, seconded by Selectman Story to enter into a Non-Public session at 5:50 p.m. to discuss a legal matter. Present were: Chairman Warren Kimball, Selectman Constance Jones, Selectman Ken Story, Town Administrator Melissa White and Administrative Assistant Ann Jasper.

*Following proper vote, the Board returned from Non-Public session at 6:36 pm.*

No votes or decisions were made while in non-public session.

## ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Story; *by unanimous vote, the Board adjourned at 6:37pm.*

The next Selectmen's Meeting will be held on Wednesday, July 11, 2012 at 5pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

*Respectfully submitted,*

*Ann Jasper  
Administrative Assistant*