

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes July 11, 2012

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, July 11, 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; Police Chief Walter Madore; Fire Chief Jay Fountain; Athletics Director Marsha Googins and Russell Lary arriving at approximately 5:40.

PLEDGE OF ALLEGIANCE

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

ADMINISTRATIVE

For Approval/Signature – APPROVED

- ✓ Payroll Manifest #366
- ✓ Accounts Payable Manifest #327 & #328
- ✓ Application for Veteran's Tax Credit;
 - a. M/L 212-006-000; 124 Miller Pond Road
- ✓ 2012 Property Tax Abatement:
 - a. M/L 234-122-000; 239 Howe Hill Road - \$197.83

APPROVAL OF MINUTES

- ✓ Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of June 27, 2012. A motion was made by Selectman Jones to approve the June 27, 2012 regular and non-public meeting minutes as written; seconded by Selectman Story. *Unanimously approved.*

CORRESPONDENCE

- Village District of Eastman: A copy of a letter from the Village District of Eastman to the New Hampshire Department of Revenue Administration was received. The letter contained a brief summary of the possible acquisition of the Eastman Sewer Company and questions regarding taxation.

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- New Hampshire Department of Safety, Homeland Security and Emergency Management: Notice was received from the New Hampshire Department of Safety, Division of Homeland Security and Emergency Management informing the Town that the New Hampshire Hazard Mitigation Team has recommended approval of the grant application for Bridge #107/113 Olde Farms Road over Skinner Brook and forwarded the application to FEMA Region 1 for additional review and approval. If approved, the Town's portion would be \$87,125.00 in matching funds or in-kind services.
- Primex: Notice was received from Primex that the Town qualifies for the Premium Holiday. This was applied to the Worker's Compensation invoice for January 1, 2012 to December 31, 2012 which resulted in a credit totaling \$10,974.85. The credit will be applied to the January 1, 2013 – December 31, 2013 invoice.
- Department of Environmental Services: Correspondence was received from the Department of Environmental Services informing the Town of an incomplete forestry registration on 475 New Aldrich Road.
- Town of Lempster: A Regional Notice Impact was received from the Town of Lempster regarding a proposed Cell Tower for Singular/AT & T to be located at 75 New Hampshire Route 10, Lempster, NH, Parcel ID 245-002-00.
- Upton & Hatfield: Administrator White received an email from Attorney Barton Mayer's secretary stating that Attorney Mayer will be taking a long overdue and extended vacation from July 15, 2012 through September 15, 2012. Attorney Mayer assigned three attorneys to cover in his absence.

OLD BUSINESS

- Town Hall Insulation Project: Chairman Kimball stated that he is waiting for a report from Quality Insulation.
- Recreation Park Development: Chairman Kimball reported that Brian Hastings is busy working on the park and progress is being made.

Marsha Googins stated that the Grantham Recreation Park Committee has decided to meet on Tuesdays and that they had a meeting on Tuesday, July 10, 2012 and there was discussion about local interest in using the park for various activities such as a pulling ring, a BMX track, etc. While they don't want to discourage people from presenting ideas, a motion was made at the aforesaid meeting to table discussions regarding park use until this phase of the development and the pavilion are complete and will welcome ideas at the next phase and try to plan accordingly. The Grantham Recreation Park Committee recommended that the Select Board consider making the same motion. A motion to table any further developmental plans at the Recreation Park until this phase is complete was made by Selectman Jones; seconded by Selectman Story. ***Unanimously approved.***

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White asked if it was possible to add storage space for the new lawn mower on the back side of the dug out along first base. Googins stated that she thinks it is possible. There was discussion about combining storage space for athletic supplies and the lawn mower and having it set up in sections so that each section is accessible to the appropriate person(s).

Chairman Kimball spoke with the owner of the Lumber Barn who stated that he would be interested in giving the Town a discount on materials if the Town would put up a sign that said Lumber Barn. The Grantham Recreation Park Committee will look into forming a policy for the signs such as size, etc. and report to the Select Board.

NEW BUSINESS

- Upper Valley Lake Sunapee Regional Planning Commission's Transportation Advisory Committee: A motion to appoint Clint Bean to the Upper Valley Lake Sunapee Regional Planning Commission's Transportation Advisory Committee was made by Selectman Jones; seconded by Selectman Story. *Unanimously approved.*
- Vehicle Registration Refund: White explained that a unique situation arose where a resident's vehicle was registered in another state and it was thought to expire soon and the Deputy Town Clerk felt that it fell under the 60 day hardship rule. This resident registered the town portion here and went to the State office in Claremont where they wouldn't complete the State portion of the registration because they felt he had enough time to request his title and do the new registration in our State so he was unable to complete the State portion. A motion to approve the refund of \$442.00 to Wayne Arsenault was made by Selectman Story; seconded by Chairman Kimball. *Unanimously approved.*
- Dan Boudette: A proposal was received from Dan Boudette for fertilization and aeration for the 2012 season. Googins will oversee this.

DEPARTMENT/COMMITTEE REPORTS

- Fire Department – June Report
 - Responded to 11 calls consisting of 7 EMS and 4 Fire/Rescue.
 - Chief Fountain attended the Mid Western Hazardous Materials Team meeting in Newbury.
 - Department training in June was SCBA review and Sergeant Parsons reviewed evidence preservation at emergency incidents with both fire and EMS personnel.
- Police Department – June Report
 - June 16th, the Police Department provided detail coverage on Route 10 for the bicycle portion of the Eastman Triathlon.

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- June 27th and 28th, Sgt Parsons attended the D.A.R.E. Training Conference.
 - The Department received a thank you letter and delicious cookies from the Walla family for increased patrol on Walker Road.
 - The Radar Trailer was deployed frequently in different areas throughout town during the month of June.
 - Chief Madore thanked the Select Board, Town Administrator and the Town of Grantham for all of their support, encouragement and condolences during a very difficult time for his family.
- Trustees of the Trust Fund – Report as of July 1, 2012
- Town Administrator:
- Joe Newcomb has 86 hours of remaining vacation time at the end of June and is requesting a payout due to the circumstances under which he was not able to use the time prior to the end of June. A motion to approve payout of 86 hours of vacation time to Joe Newcomb was made by Selectman Story; seconded by Chairman Kimball. ***Unanimously approved.***
- Selectman Jones requested Administrator White to send reminders out to employees a couple times a year letting them know that it is strongly recommended that they use their vacation time prior to June 30th and if that is not possible that they need to let the Board of Selectmen know in writing by mid-May.
- White met with Dave Armstrong, who coordinates the Grantham Adult Soft Ball League, to talk about alcoholic beverages being used in the Recreation Park. There was discussion about the use of alcohol on any town property. White and Selectman Jones will research this matter.
 - White stated that she was looking through Building Permits issued over the previous year in order to send our mapping company information regarding new homes so the town map can be updated. During this search, White came across a building permit for a new home in which no work has been done in two years and asked how strictly the Select Board wishes to enforce the deadlines. The Board wishes to strictly enforce the deadlines but will be happy to talk with anyone who has a problem and try to work with them.

OTHER

- Chairman Warren Kimball participated in the perambulation at Croydon Peak in search of the marker representing the corner of Grantham, Croydon and Plainfield.

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NON PUBLIC – SESSION I

In accordance with RSA 91-A:3 section II-b, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 5:55 p.m. to discuss a personnel matter. Present were: Chairman Warren Kimball, Selectman Constance Jones, Selectman Ken Story, Town Administrator Melissa White, Administrative Assistant Ann Jasper and Police Chief Walter Madore.

Following proper vote, the Board returned from Non-Public session at 6:05 pm.

NON PUBLIC – SESSION II

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones, seconded by Selectman Story to enter into a Non-Public session at 6:06 p.m. to discuss a personnel matter. Present were: Chairman Warren Kimball, Selectman Constance Jones, Selectman Ken Story, Town Administrator Melissa White, Administrative Assistant Ann Jasper, Police Chief Walter Madore and Russell Lary, Emergency Management Director.

Following proper vote, the Board returned from Non-Public session at 6:57 pm.

A motion to seal the minutes of this Non-Public session was made by Selectman Story, seconded by Selectman Jones. *Unanimously approved.*

ADJOURNMENT

There being no further business, Chairman Kimball moved to adjourn, seconded by Selectman Story; *by unanimous vote, the Board adjourned at 7:01pm.*

The next Selectmen's Meeting will be held on Wednesday, July 25, 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*