

# APPROVED

## Town of Grantham - Board of Selectmen Regular Meeting Minutes October 24, 2012

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 24, 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; Emergency Management Director David Beckley; Michael Whipple, Chairman of the CIP Committee; Athletics Director Marsha Googins; Sean Gavin and Teddy Shonts

### **PLEDGE OF ALLEGIANCE**

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

### **ADMINISTRATIVE**

- ✓ Payroll Manifest #374
- ✓ Accounts Payable Manifest #343
- ✓ Building Permits:
  - a. M/L 221-064-001; 20 Nightingale Lane – Shed
  - b. M/L 212-020-000; 1660 Route 10 North – Standing Seam Roof
- ✓ The MS-5 has been submitted to The New Hampshire Department of Revenue Administration.

### **APPROVAL OF MINUTES**

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of October 10, 2012. A motion was made by Selectman Jones to approve the regular and non-public minutes of October 10, 2012 as written; seconded by Selectman Story.

***Unanimously approved.***

### **APPEARANCES:**

Michael Whipple, Chairman of the CIP Committee, informed the Board of Selectmen that he received some input from town departments through Town Administrator Melissa White. Whipple inquired if the CIP Committee would be able to attend budget meetings to observe how the budget process works. Chairman Kimball explained how the work sessions are set up and invited the CIP Committee to attend. Selectman Jones explained that the first budget work session is an information session only and that there are usually two additional follow up sessions. White added that she would also be happy to meet with Whipple if she can be of help.

# APPROVED

Whipple also inquired if the Planning Board has a volunteer to join the CIP Committee. White said she will follow up with the Planning Board.

## CORRESPONDENCE

1. State of New Hampshire Department of Safety: A letter was received from the New Hampshire Department of Safety announcing that the U.S. Department of Homeland Security has granted New Hampshire \$2,801,316.00. The letter indicates that there has been a shift at the federal level which will require grantees to have more in-depth knowledge of their threats and risks and will require more equipment typing, measurement, and reporting of equipment by capability.
2. M.A. Bean Associates, LLC: A letter was received from Michael Bean, CEO of M.A. Bean Associates, LLC in Sanbornton, New Hampshire. He is interested in providing solutions to any potential bridge problems that we might have. The brochure with the letter indicates that Michael Bean is a contractor, not an engineer.
3. State of New Hampshire Department of Environmental Services: A copy of a notice was received from the State of New Hampshire Department of Environmental Services that Eastman Lake Dam was inspected and some items considered to be minor in nature were noted but that they do not detract from the dam's structural integrity or operability at this time.
4. Grantham Police Department Memorandum: A memo from Police Chief Madore was received informing the Board of Selectmen and Town Administrator that Officer Matthew Merrill has resigned from the Police Department effective November 1, 2012.

## OLD BUSINESS

- Miller Pond Road Bridge: Town Administrator Melissa White informed the Board of Selectmen that Erin Darrow is working closely with Dave Powelson from the New Hampshire Department of Transportation (DOT) and reported that the DOT is willing to send a Memorandum to the Town of Grantham with its recommendations for any sort of allowance for Richard Eastman's logging operation.

White explained that Darrow will be using the survey prepared by Clayton Platt and the wetland delineations prepared by Beaver Tracks to monitor the bridge and establish a baseline in the event any further damage is done to the bridge. White added that Darrow will also use this information for evaluation and future design of the bridge.

White stated that Darrow and the town have coordinated with the Upper Valley Lake Sunapee Regional Planning Commission to get a traffic counter for the bridge during the week of November 5, 2012.

White reported that Darrow has also submitted a letter of intent to FEMA for pre-disaster hazard mitigation to see if the town will qualify for any funding through FEMA. White explained that this is the town's best option for funding because bridge aid will not be

# APPROVED

available until the year 2022. White added that Darrow estimated the cost of replacing the Miller Pond Road Bridge to be around \$450,000.00.

White noted that letters were sent to residents who live beyond the Miller Pond Road Bridge giving notice of the posted weight limit of the bridge and that any vehicle in excess of the weight limit will have to apply for a permit at the Selectmen's office.

- Town Hall Insulation Project: White reported that Leslie Goumillout is scheduled to start work on the Town Hall insulation project on November 3, 2012 and that the plan is for them to work four – ten hour days. Goumillout is estimating completion of the project will take two weeks.
- Recreation Park Development: Athletic Director Marsha Googins reported that the Grantham Recreation Park Committee has two recommendations to the Board of Selectmen:

The first recommendation is to have more research and investigation in managing the field fertilization by Groundskeeper, Glenn Carey. She explained that Dan Boudette of Turf Services is currently doing the fertilization, Aeration and dethatching at a cost of \$385.00 per application and the Recreation Park Committee feels it might be more prudent to have the town take over the fertilization only. Googins stated that the cost of prior fertilization of the existing ball field was approximately \$200.00. There was much discussion and more information is needed before making a decision.

The second recommendation is for the Board of Selectmen to approve funds to pay for any remaining wiring that will need to be done. Chairman Kimball stated that the estimated cost of the next step in the wiring to be approximately \$850.00. White asked Kimball if he has an approximate idea of the cost to complete all of the electrical work and Kimball said that it depends on what is needed in the pavilion and gave a rough estimate of around \$3,200.00 for the pavilion and around \$1,000.00 for wiring to the other ball field so approximately \$5,000.00 to complete all of the electrical work. A motion to approve \$850.00 to complete the electrical work for this phase of the Recreation Park Development and to withdraw those funds from the Recreation Park Project Fund was made by Selectman Story; seconded by Selectman Jones. Chairman Kimball abstained. **Approved by majority vote.**

Googins stated that there is a major concern for parking on the field. She explained that people are driving on the field and parking by second base to get to the playground. She reported that Brian Hastings is going to place his perimeter fence in that location to block it off and prevent that from happening. Googins noted that next year it will be blocked off with large boulders and a post and chain gate.

Googins added that the Grantham Recreation Park Committee is working on a dedication stone to be dedicated next year.

# APPROVED

## NEW BUSINESS

- Amendment to No Hunting Ordinance at Grantham Recreation Park: White is requesting an amendment to the No Hunting Ordinance at the Grantham Recreation Park Property with updates to the Lot number and address to read as follows:

“Pursuant to the authority conferred under the provisions of RSA 41:11-a, the Board of Selectmen of the Town of Grantham enact the following ordinance prohibiting hunting on the Grantham Recreation Park Property – Tax Map 241; Lot 6.1; located at 19 Shedd Road.

**Section 1:** No person shall hunt any type of animal with any type of weapon within the boundaries of the Grantham Recreation Park Property.

**Section 2:** Anyone in violation of this ordinance will be subject to a penalty of \$100.”

A motion to accept the No Hunting Ordinance as amended was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

- Adoption of Town Treasurer Investment Policy: A motion to adopt the Town Treasurer Investment Policy dated October 10, 2012 was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- Request to restore an involuntary merged lot; M/L 236-015-001: A request to restore an involuntary merged lot at 109 Lumber Lane was received from Ronald Gaudreau. White explained that there is a relatively new RSA 674:39-aa which gives landowners the opportunity to restore their lots to the original status if the lots were involuntarily merged prior to September 18, 2010 by a city, town, county, village district or any other municipality. A motion to approve the request by Ronald Gaudreau to unmerge the parcel known as Map 236, Lot 15.1 and Map 236, Lot 15 was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

## DEPARTMENT/COMMITTEE REPORTS

- Transfer Station – September Report:

Solid Waste – 6 runs with total tonnage of 75.05 tons

Construction Demolition Debris – 9 runs 33.7 tons

Glass – 1 load 7.31 tons Expense \$168.13

Light Iron – 1 load 3.93 tons Revenue \$667.86

# APPROVED

Fibers – Mixed Loose – (Paper) – 2 loads 9.91 tons  
Revenue \$148.65  
Expense \$500.00

Comingle w/o Glass – (Plastic) – 2 loads 2.14 tons  
Revenue \$0.00  
Expense \$37.46

Total Tonnage of Material taken away 149.18 tons

Tickets collected at Transfer Station \$1,445.00

Total Revenue from recycling \$3,195.81

Total Expenses from recycling \$705.59

Net Revenue from recycling \$2490.22

Supervisor Scott had a conversation with Ben Crowell of Durgin & Crowell Lumber and discussed the ability to accept brush which might be delayed until early December. Other alternatives to take brush are being explored.

Town Clerk/Tax Collector: The Town Clerk and Deputy Town Clerk attended the City and Town Clerk's Association Conference which was very informative. They have received 2200 ballots from the Secretary of State and helpful materials to aid the ballot clerks and line monitors on November 6, 2012.

The Moderator, Supervisors of the Checklist, Town Clerk and Deputy will be meeting at 5:00 pm on October 30, 2012 to discuss set up and procedures for the election. The Selectmen are welcome to attend.

➤ Town Administrator:

- White reported that the carpet in the Police Department Conference Room and Reception areas will be replaced with tile. Two quotes have been received; Biron's Flooring at \$1,922.65 and Sugar River Flooring at \$2,040.00. The Sugar River Flooring quote includes a \$100.00 fee to move furniture which could be eliminated if we move the furniture. A motion to approve \$2,040.00 to hire Sugar River Flooring to replace the carpet with tile in the Police Department Conference Room and Reception areas was made by Selectman Jones, Seconded by Selectman Story. **Unanimously approved.**
- An email with a resolution was received from the Chairman of the Palmer Redevelopment Authority and the Central Corridor Rail Coalition asking the Board of Selectmen to sign the Resolution to help accomplish the reinstatement of passenger rail service along the Brattleboro, Vermont to New London, Connecticut rail line. A motion to support the Resolution to reinstate passenger rail service along the Brattleboro, Vermont to New London, Connecticut rail line was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

# APPROVED

- Notice was received that the Current Use Board will be holding public forums across the State in November to hear questions and comments from the general public pertaining to the current use practices and the rates; Thursday, November 8, 2012 in Lancaster; Tuesday, November 13, 2012 in Keene and Friday, November 16, 2012 in Concord.
- Notice was received from the Local Government Center that the Board of Directors voted to return 20.8 million dollars in surplus to health trust groups that includes medical and dental and to return 1.7 million dollars to property and liability trust groups in a premium holiday. Selectman Jones reported that how the money is returned is still in litigation and has not yet been decided.
- An invitation was received from the New Hampshire Department of Revenue Administration to a recognition celebration for Barbara Robinson, Municipal Services Division Director, who is retiring after 23 years. The celebration is Monday, October 29, 2012, 3:30pm to 4:30pm at the Department of Revenue Administration offices in Concord.
- An email was received from Grantham resident, Margaret Beinder, who is concerned about the Park and Ride being used to sell cars. Also included was the response to Mrs. Beinder from the DOT – Bureau of Rail and Transit that informed there wasn't much that could be done as there is a 21 day waiting period unless a vehicle is unregistered. Police Chief Madore stated that his department does monitor the Park and Ride and addresses any problems.
- White reported that she attended a Public Health Collaboration Focus Group discussion sponsored by the Mascoma Valley Health Initiative.
- White stated that the Town Offices will be closed on November 12, 2012 for Veteran's Day and November 22 and 23, 2012 for Thanksgiving. The Transfer Station will be closed November 12, 2012 and November 22, 2012 only.
- White noted that 113 Flu shots were given at the Annual Health and Safety Fair on October 13, 2012.
- White asked the Board if they would agree with allowing full time employees to donate their sick time, on a voluntary basis, to a fellow employee who has had a major illness or injury and has had to use all or most of their sick time. The Board agreed and White will send a Memo to full time employees.
- An all day budget work session will be held on November 14, 2012. This work session will be open to the public but there will be no opportunity for public comment.
- Town wide trick or treat will be on October 31<sup>st</sup> from 5:30 – 7:30pm.

# APPROVED

## NON PUBLIC

In accordance with RSA 91-A:3 section II-e and RSA 91-A:3 section II-a, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 6:30 p.m. to discuss a legal and personnel matter. Present were: Chairman Warren Kimball, Selectman Ken Story, Selectman Constance Jones; Town Administrator Melissa White and Administrative Assistant Ann Jasper.

***Following proper vote, the Board returned from Non-Public session at 6:47 pm.***

## OTHER

Selectman Story mentioned to the Board that the heirs of Allen Walker are in the process of selling his two properties, one being a vacant lot on Route 10 known as the Mill Lot and the other being his house on Route 114. Selectman Story advised the Board that the Historical Society has an interest in the properties but has limited resources and asked if the Town would have any interest in the properties. Selectman Jones and Chairman Kimball agree that it should be considered.

## ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 7:00 pm.***

The next Selectmen's Meeting will be held on **Wednesday, November 14, 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