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Town of Grantham - Board of Selectmen Regular Meeting Minutes August 14, 2013

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, August 14, 2013 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; Gordon R. Brill, II; Brian Hastings; Richard Hocker; Lorie McClory; Rick Hughes; and David Wood

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE

- ✓ Payroll Manifest #399
- ✓ Accounts Payable Manifest #379 & #380
- ✓ Transfers to the General Fund:
 - a. Conservation Town Forest Maintenance Fund; \$120.00
 - b. Current Use Fund; \$500.00
- ✓ Building Permits:
 - a. M/L 217-002-001; 105 View Place – Garage
 - b. M/L 242-025-000; 938 Route 10 South – New Construction (see “New Business”)
 - c. M/L 216-026-000; 132 Miller Pond Road - Demolition
 - d. M/L 225-031-000; 6 Allens Drive – New Construction
 - e. M/L 225-026-000; 22 Allens Drive – Kitchen/Bathroom Remodel

APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of July 24, 2013. A motion to approve the regular and non-public meeting minutes of July 24, 2013 as written was made by Selectman Story; seconded by Selectman Jones.

Unanimously approved.

OLD BUSINESS

- Sewer Petition: Town Administrator White informed that notice was received from Town Moderator Victoria Smith that she is moving and is unable to moderate the Special Town Meeting on Saturday, August 17, 2013. White advised that Assistant Town Moderator, Lorie McClory, has been sworn in as Town Moderator by the Supervisors of the Checklist

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and asked the Board of Selectmen if they had any questions for her. Chairman Kimball asked McClory if she feels comfortable and is ready for the meeting. There was discussion and McClory said she is comfortable and ready for the meeting.

- Recreation Park Development: Brian Hastings noted the new field does not appear to be growing as it should and asked the Board of Selectmen if they have a plan to improve it such as aerating and fertilizing. Chairman Kimball confirmed that the Recreation Park Committee has a plan to re-seed and fertilize the new field this fall and thanked Brian for bringing that to their attention.
- Conservation Commission Open Space Committee: White advised that she has not had time to call prospective members yet.

APPEARANCES

- Rita Friedman, Town Clerk/Tax Collector, informed the Board of Selectmen that she requested information from the NH Fish and Game Department concerning becoming an agent to sell hunting and fishing licenses and to register OHRVs (Off Highway Recreational Vehicles.) Friedman expressed that she believes this would be a good service for the public. She explained the pros and cons and asked the Board of Selectmen what their thoughts were. The Board of Selectmen agreed that this would be a good service for the public.
- White reported that she received a concern about road salt contaminating the well at 18 Dunbar Hill Road and introduced Attorney John (Rick) Hughes. Attorney Hughes stated that he does not officially represent the homeowners at 18 Dunbar Hill Road yet but it was brought to his attention that the property is for sale and while it was under contract a water test was done as part of the inspection of the property which came back with high chloride levels and things of that nature. Hughes said the homeowners consulted with water experts who opined that the contamination was caused by road salt and they believe this is due to the close proximity of the Town Highway Garage.

White advised the Board that she was provided a copy of the water test results of which Attorney Hughes spoke. White noted that it appears that there are other issues going on with this well and we don't know what the exact source of contamination is. White asked the Board of Selectmen for permission to contact Town Counsel and request that he secure an engineer to investigate this matter. A motion to authorize Town Administrator White to consult with Town Counsel and request that Town Counsel secure an engineer on the town's behalf was made by Selectman Story; seconded by Selectman Jones.

Unanimously approved.

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CORRESPONDENCE:

- Local Government Center HealthTrust: A check was received from the Local Government Center HealthTrust in the amount of \$1,781.97 for the Contribution Holiday/Return of surplus for their calendar year 2011.
- Town of Plainfield, Board of Selectmen: Notice was received from the Town of Plainfield that there was a revaluation and the property owned by the Town of Grantham is valued at \$28,400.00. White added this land is located on Mountain Road at the end of Miller Pond into Plainfield.
- State of New Hampshire Department of Transportation: Notice was received from the New Hampshire Department of Transportation that the State Highway Block Grant Aid for Fiscal Year 2013 will be \$56,353.46
- State of New Hampshire Department of Safety, Homeland Security and Emergency Management: Notice was received from the New Hampshire Department of Safety, Homeland Security and Emergency Management about the Major Disaster Declaration due to the severe rain and flooding event June 26 through July 3, 2013. White reported that Grantham did not suffer any damages during that event.
- State of New Hampshire Department of Environmental Services: A letter was received from the New Hampshire Department of Environmental Services stating that it has reviewed the Grantham Landfill-2012 Annual Landfill Post-Closure Report submitted by CMA Engineering, Inc. The letter states that the request to reduce the visual inspections of the cap to every two years was granted, gas monitoring may be reduced to every two years and the landfill post closure report may be submitted every two years.
- State of New Hampshire Department of Safety, Division of State Police: Notice was received from the New Hampshire Department of Safety, Division of State Police that if we were to require criminal history record checks for Hawkers and Peddlers that we would have to pass an ordinance.

NEW BUSINESS:

- Shoreline Protection Cutting Plan: M/L 213-085-000; 21 Shore Road: A motion to approve the Shoreline Protection Cutting Plan at 21 Shore Road as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**
- M/L 242-025-000; 938 Route 10 South – New Construction: A request was received for conditional approval of a building permit submitted for a modular home. White explained that the owners are awaiting the energy code from New England Homes to be submitted to the New Hampshire Public Utilities Commission for approval and are requesting conditional approval to move forward with the excavation and foundation with home placement contingent on the energy code approval. A motion to approve the

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excavation and installation of the foundation on M/L 242-025-000 was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

DEPARTMENT/COMMITTEE REPORTS

➤ Fire Department – July Report:

- Responded to 6 calls consisting of 2 EMS and 4 Fire/Rescue.
- Fire Chief Fountain attended the Mid-Western Hazardous Materials meeting.
- The Firemen's Association held the 3rd annual chicken BBQ at Old Home Day on July 4, 2013. It was a good chance to socialize with residents and make a little money for the association.

➤ Police Report – July Report:

- The July 4th Parade and Old Home Day Celebration was well attended and it appears that everyone had a good time. A thank you letter was received from Theresa Field, Parade Committee Chairperson.
- On July 9, 2013 the Grantham Police Department hosted the New Hampshire Chiefs of Police Association Executive Board Meeting at Town Hall. Everyone was impressed with the wonderful facility we have. A thank you note was received from Anne Dalton, Executive Director.
- Our Emergency Management partners participated in a Hurricane Preparedness and Response Webinar on July 17, 2013.
- The "Springfield/Grantham Fueling Dream Team" participated in "To Serve and Protect Day" on July 27, 2013. The event was held at Circle K in Grantham and raised \$1,076.00 for Special Olympics. To Serve and Protect Day occurs during the Fueling Dreams promotion where Law Enforcement, Special Olympics athletes, volunteers and Circle K employees pump gas and wash windows for donations to benefit Special Olympics.
- Chief Madore and Sergeant Parsons attended the Sullivan County Chiefs' meeting on July 30, 2013 and received an update on the status of the Attorney General's Drug Task Force and an update from County Attorney Hathaway on Laurie issues.
- Chief Madore reported that the two trainees are doing well and graduation will be on September 13, 2013.

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- Trustees of the Trust Funds – As of August 7, 2013: Report as of August 7, 2013 was reviewed.
- Athletics Department Report: The support group formed to support the Athletics Department has been very successful and will continue to be an asset.

So far there are 105 youth registered for soccer and 70 players for the summer Pre-K program

- Town Administrator:
 - The Town Audit is scheduled during the week of August 19 – 23, 2013;
 - White will be on vacation during the week of August 26 – 30, 2013;
 - The Town offices and Transfer Station will be closed Labor Day, September 2, 2013;
 - Meeting Schedule:
 - The Grantham Conservation Commission Meeting is August 19, 2013 at 7:00pm.
 - The Zoning Board Meeting is August 29, 2013 at 7:00pm.
 - The Planning Board Meeting is September 5, 2013 at 7:00pm

NON-PUBLIC

In accordance with 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 5:41 pm to discuss a personnel matter. Present were: Chairman 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 5:55 pm.

NON-PUBLIC

In accordance with 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 5:56 pm to discuss a personnel matter. Present were: Chairman 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 6:04 pm.

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ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; **by unanimous vote, the Board adjourned at 6:05 pm.**

The next Selectmen's Meeting will be held on **Wednesday, August 28, 2013** 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