

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes September 11, 2013

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, September 11, 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 and David Wood

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

****Chairman Kimball observed the 12th anniversary of the September 11, 2001 terrorist attacks.***

ADMINISTRATIVE - APPROVED

- ✓ Payroll Manifest #402
- ✓ Accounts Payable Manifest #382
- ✓ Crane & Bell contract
- ✓ Building Permits:
 - a. M/L 212-031-000; 3 Mill Pond Lane – Standing Seam Roof
 - b. M/L 216-010-000; 41 Rowland Road – Garage
 - c. M/L 225-179-000; 45 Troon Drive – Generator

APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of August 28, 2013. A motion to approve the regular and non-public meeting minutes of August 28, 2013 as written was made by Selectman Story; seconded by Selectman Jones.

Unanimously approved.

CORRESPONDENCE:

- Donald Wenz: An email was received from Donald Wenz announcing his resignation from the CIP Committee due to his schedule and new commitments. Town Administrator White sent a thank you letter to Wenz on behalf of the Board of Selectmen thanking him for his service on the Committee.
- Casella: Notice was received from Casella that the disposal rate for municipal solid waste will increase from \$84.49 per ton to \$86.02 per ton as per the existing contract between Casella and the town.
- Rita Friedman, Town Clerk/Tax Collector: A request was received from the Town Clerk/Tax Collector's office to create a policy stating that firearms are not allowed in the Town Hall unless by authorized personnel. Prompted by the fact that the Town Clerk's office will be issuing hunting and fishing licenses and are often alone in the office in the

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evenings, concern for the safety of employees has been expressed. Chief Madore said he will research this matter. Additionally, the Board will consult with Town Counsel and this issue will be reexamined at the next Board of Selectmen meeting.

- HealthTrust: A letter was received from the Local Government Center HealthTrust along with a check in the amount of \$1,518.81 for the surplus of their calendar year of 2010.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): A letter was received from the Upper Valley Lake Sunapee Regional Planning Commission informing that they are updating the Regional Plan and are requesting the Board of Selectmen attend one of the Regional Plan Municipal Meetings they will be holding at various locations throughout the area. Chairman Kimball and Selectman Story will attend the meeting in Washington, NH on October 8, 2013.
- CASA: A request for funding in the amount of \$500.00 was received from CASA. White reported that this is the time of year that the town starts receiving budget requests from community agencies and suggested that she maintain a file for them so they can all be discussed during the budget review sessions. The Board agreed.
- New Hampshire Department of Transportation: A letter was received from the New Hampshire Department of Transportation notifying that they are in the process of planning transportation projects between 2015-2024 and are holding public meetings throughout New Hampshire to meet with local government officials and residents to learn what transportation needs are for their particular area. Chairman Kimball said he will attend one of the meetings.
- Town of Warner Zoning Board of Adjustment: Notice was received from the Warner Zoning Board of Adjustment informing of New Cingular Wireless requesting a variance and a special exception regarding their telecommunications equipment.

OLD BUSINESS

- Conservation Commission Open Space Committee: No update.
- 18 Dunbar Hill Road: No update.
- Stoney Brook Road: White stated she received a phone call from Mauri Schwartz informing that she had a UNH Field Specialist from Natural Resources come and look at her trees. Schwartz will be sending the town a letter with this information.
- Olde Farms Road Bridge: White received an email from Mike Hansen of Hansen Construction LTD and also met with him to discuss the possibility of installing the Olde Farms Road Bridge this fall. Bridge Engineer Erin Darrow provided her recommendations to the Board of Selectmen:
 - NHDES Dredge and Fill Permit: It is anticipated that the application review will be completed and a permit issued this week.

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- Precast Bridge Product: Once the Permit has been issued by NHDES, White Mountain precast can expedite the engineering and manufacture the bridge so that it is available by early November.
- Utility Relocation: The telephone utilities have been moved, however, the electric lines remain to be moved. Mike Hansen has told Town Administrator White that he is willing to call PSNH and PUC to help move the utility relocation along and that he could work around the utilities as they currently stand.
- Traffic Control: Hansen Construction has offered to provide a temporary bridge at no additional cost, however, this would require an amendment to the NHDES Dredge and Fill Permit and would extend the time of construction. Knowing that the alternative of closing the road would impact the school bus route, White contacted SAU #75 Superintendent Jacqueline Guillette who informed that the Grantham School District would be able to accommodate the temporary closure of this road for the construction of the new bridge.

The Board of Selectmen instructed White to contact Mike Hansen to start the process of installing the Olde Farms Road Bridge this fall.

NEW BUSINESS:

- Shoreline Protection Cutting Plan: Otter Road, Marmot Lane, Marten Road and others: A motion to approve the Shoreline Protection Cutting Plan at Otter Road, Marmot Lane, Marten Road et. als. as recommended by the Grantham Conservation Commission was made by Selectman Story; seconded by Selectman Jones. ***Unanimously approved.***

DEPARTMENT/COMMITTEE REPORTS

- Police Department – August Report:
 - On August 14th the Department received Deadly Force Update training by Captain Massad Ayoob.
 - Chief Madore informed the Board of Selectmen that he met with Tasco Security to discuss the addition of two more cameras in town hall. Chief Madore reported that the current system can only accept one more camera and is obsolete with no parts available to repair the DVR should the system go down. Tasco Security's quote for a new camera system in the amount of \$4,050.00 that is capable of handling 16 cameras includes installation, software and two additional cameras. Chief Madore explained that the nine cameras we currently have are compatible with the new system. White suggested obtaining other quotes. The Board agreed.
- Fire Department – August Report:
 - Responded to 21 calls consisting of 10 EMS and 11 Fire/Rescue.
 - In August Fire Chief Fountain attended the Mid-Western Hazardous Materials meeting in Sutton.

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- Recreation Park: The new soccer field was aerated on Friday, September 6, 2013 and reseeded on Monday, September 9, 2013.
- Trustees of the Trust Funds – 2013 Town Meeting Capital Reserve Activity Report: The Trustees of the Trust Funds 2013 Town Meeting Capital Reserve Activity Report was reviewed.
- Town Administrator:
 - White is working on an RFP for a full revaluation which is required by 2015. A final draft should be ready shortly after Assessor Ryan has reviewed it.
 - White said she is working on the fall/winter newsletter and hopes to have it mailed by mid to late October.
 - Meeting Schedule:
 - The Zoning Board Meeting for September has been cancelled;
 - The Grantham Conservation Commission Meeting has been rescheduled to September 23, 2013 at 7:00pm.

NON-PUBLIC

In accordance with RSA 91-A:3 section II-d, a motion was made by Selectman Jones, seconded by Selectman Story to enter into a Non-Public session at 5:48 p.m. to consider the acquisition of real property. 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 6:11 pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 6:12 pm.***

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