

APPROVED

Town of Grantham - Board of Selectmen Regular Meeting Minutes January 8, 2014

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, January 8 2014 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; Barbara Brill and Pam Joslin of Community Alliance of Sullivan County; Elaine Pillsbury, Barbara Mutney and others

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE - APPROVED

- ✓ Payroll Manifest #410, 411 & 412
- ✓ Accounts Payable Manifest #390 - 395
- ✓ New London Dispatch Services Contract
- ✓ CAI Technologies
 - a. 2014 GPS Data Collection Services Proposal
 - b. 2014 Street Numbering Update Proposal
 - c. 2014 Tax Map Maintenance Proposal
- ✓ Property Tax Abatement (due to billing error)
 - M/L 221-010-000 – Rawson Ridge; M/L 214-030-000 – 18 Catamount Road;
 - M/L 225-101-000 – 46 Troon Drive; M/L 225-273-000 – 41 Fairway Drive;
 - M/L 235-021-000 – Airpark Drive
- ✓ Property Tax Refund: 55 Whitetail Ridge; M/L 214-082-000; \$72.76
- ✓ Elderly and Disabled Tax Deferral Application:
 - a. M/L 233-008-000; 21 Willis Avenue
- ✓ Building Permits:
 - M/L 233-090-000; 52 Route 114 – Remodel; M/L 233-090-000; 52 Route 114 – Demolition; M/L 225-168-000; 22 Troon Drive – Solar Panel System; M/L 237-052-002; Sugarwood Lane – New Construction

APPROVAL OF MINUTES

Chairman Kimball asked if there were any changes to the regular and non-public meeting minutes of December 11, 2013. Elaine Pillsbury presented a letter from Fred Heineman addressing their concerns about the omission of comments regarding RSA 265:69 in the minutes of the December 11, 2013 meeting under "Appearances"; "Kristy Heath" and requested that they be amended to include his statements regarding RSA 265:69. The minutes will be amended.

APPROVED

**Chairman Kimball wished to thank everyone who stopped by the Town Offices to drop off goodies prior to the holidays.*

APPEARANCES

- Pam Joslin, Community Alliance Transportation Services: Barbara Brill, Executive Director of the Community Alliance of Sullivan County introduced herself and also introduced Pam Joslin, Community Alliance Transportation Director, and Alecia Farquhar, Family Services Director. Brill said they have asked the Board of Selectmen to support them in their 2014 budget and would like to explain more about their services.

Pam Joslin distributed some posters and brochures about the Volunteer Driver Program which provides rides for all of Sullivan County and asked the Board if they would be willing to display the poster at the Town Office. The Board agreed to do so. Joslin informed that rides are for medical appointments and appointments to secure employment. Joslin added that under medical appointments they will also consider trips to the bank, grocery store or anything that allows a person to sustain themselves and remain independent. Joslin explained that this is the third year of the Volunteer Driver Program which consists of a pool of drivers. The drivers are all screened with criminal, motor vehicle and Bureau of Elderly and Adult Services background checks prior to joining their pool of drivers. They are given extensive training at Community Alliance including defensive driving and then put on a driver's list. Community Alliance puts together a list of all the ride requests which includes the date, time and location and posts that information to a ride board for the drivers. The drivers will go through the list and choose what they can take and sometimes double up if possible. Joslin reported that in December they took a total of 272 rides in Sullivan County of which 7 rides were for Grantham residents. Town Administrator White asked for a total of rides provided in 2013. Joslin said she would send that information to her.

White asked Brill the amount of their specific request and Brill responded \$500.00; \$250.00 for the Transportation and \$250.00 for Family Services which was in a letter to the Board of Selectmen. Brill said that in addition to the support they are asking for the Board of Selectmen's help to get the word out to people who might need rides or who might be volunteer drivers.

Alecia Farquhar distributed information and discussed the following Family Service Programs offered by Community Alliance Family Services:

- Adolescents Dealing with Anger and Conflict (ADAC)
- Tobacco Options Program
- Students talking about Responsible Decisions (STARD)
- Teen Alcohol Awareness Program (TAAP)
- Juvenile and Adult Court Diversion Program
- Community Service Program
- Y.E.S. Youth Educational Shoplifting Program - Evidence-based program
- Parenting Wisely Program (PW) – Evidence-based program
- Family Resource Center

Barbara Brill thanked the Board of Selectmen for their time.

APPROVED

CORRESPONDENCE:

- Primex: Notice was received from Primex that the Town of Grantham qualified for a return of surplus to be issued in two phases, the first of which was enclosed in the amount of \$53,017.57. The second will be issued next year.
- Town of Warner, Land Use Office: Notice was received from the Town of Warner Land Use Office of a Public Hearing held on January 6, 2014 to discuss regional impact for a proposed cell phone tower.
- West Central Behavioral Health: A thank you was received from West Central Behavioral Health for the Town of Grantham's appropriation last year in the amount of \$2,420.00.
- HealthTrust: A letter was received from HealthTrust reminding the Town of Grantham that it qualifies for the 2011 return of surplus to be spread over two years (2013 and 2014). The 2013 portion was received in August 2013 and the final portion will be distributed September 1, 2014 in the amount of \$872.22.
- Upper Valley Young Adult Homeschool Club (UVYAHC): A thank you was received from the Upper Valley Young Adult Homeschool Club for use of the Town Hall in December.
- State of New Hampshire Department of Revenue Administration: Notice was received from the New Hampshire Department of Revenue Administration of the Education Tax Warrant for 2014.
- Sullivan County Commissioners: An invitation was received to a "meet & greet" for incoming County Manager, Jessie W. Levine, at the County's Unity Complex, Sullivan County Health Care Building on Saturday, January 11, 2014 from 2:00pm – 4:00pm.
- Assessing Standards Board: Notice was received from the Assessing Standards Board of a Public Forum to be held on Friday, January 31, 2014 at 9:00am at the New Hampshire Department of Revenue Administration Training Room in Concord to accept public comment on the DRAFT Assessing Reference Manual for Taxpayer, Selectmen and Assessors.
- Blue Mountain Snow Dusters Outdoor Recreation Club, Inc.: A request was received from Blue Mountain Snow Dusters Outdoor Recreation Club, Inc. to allow them to submit a report to be included in the Grantham Annual Town Report. The Board of Selectmen were happy to approve the request as the Club does many things for the benefit of the community.
- Greensward Special Place: A letter was received from the Chair of Greensward Special Place about their meeting schedule, their Representatives and Districts, Eastman's governance and the potential expansion of the Center at Eastman.
- MVHI: Notice was received from Mascoma Valley Health Initiative that their annual meeting will be held on January 16, 2014 from 5:00pm to 7:00pm at Harvest Hill, part of the Alice Peck Day Memorial Hospital complex in Lebanon.

APPROVED

OLD BUSINESS

- Olde Farms Road Bridge: No update.

NEW BUSINESS

- Smith Lot Forestry: A request was received from the Grantham Conservation Commission for a waiver to exceed the weight limit on the Miller Pond Road Bridge for the purpose of logging the Smith Lot. Chairman Kimball stated that he doesn't see how the Board of Selectmen can allow the Conservation Commission to exceed the weight limit on the Miller Pond Road Bridge when they wouldn't allow the Miner's to exceed the weight limit for the same purpose. David Wood responded that the Board of Selectmen have the authority to waive their request according to RSA 234:40. Chairman Kimball agreed that the Statute gives them the power but from the Selectmen's standpoint, considering the reason the weight limit on the bridge became an issue, they can't deny a waiver for one party and allow it for another party for the same purpose. Wood replied that he thinks the issue is the number of transits that would have to be made and for the Smith Lot it would be about 20, much less than the waiver that was denied. Wood stated that the town will not be able to lumber on that lot without the waiver unless the bridge is likely to be repaired in the next couple of years. He said if in six or eight years, probably the value of the timber on that lot will be past its peak. Wood added that there is a wildlife benefit and a benefit to the quality of the forest, not just a monetary benefit to this project. Chairman Kimball stated the Miller Pond Road Bridge is the next in line to be replaced after the Olde Farms Road Bridge. Wood said if it is expected to be replaced in the next two to three years, the Conservation Commission can wait.

White informed there is an opportunity to apply for funding through FEMA and the deadline is February 28, 2014. The Board of Selectmen asked White to proceed with the FEMA application for the replacement of the Miller Pond Road Bridge. The Board of Selectmen reiterated that their intent is to preserve the integrity of bridge and limit the excess weight until the bridge can be replaced. Wood felt the prudent thing to do is to see how FEMA responds and see if the bridge will be replaced in a short period of time and if not, we can revisit this issue.

- Road Name Change: White reported she has been working with E9-1-1, State of New Hampshire Division of Emergency Services and Communications regarding some discrepancies they found with their mapping. One of the changes to be made is naming the road accessing the subdivision called "The Oaks". A motion to name the road accessing "The Oaks" subdivision to Cider Hill Road was made by Selectman Jones; seconded by Selectman Story. ***Unanimously approved.***
- Archives Basement Floor: White reported the basement floor of the Archives is rotten and needs to be removed. She had Steve Hastings look at it so he could give the town a quote and he wasn't able to without knowing the full extent of the damage. White said there is cement underneath and she didn't know how prudent it would be to waterproof because it is only used for storage. The Board of Selectmen instructed White to contact Steve Hastings to remove the rotted floor as soon as possible.

APPROVED

DEPARTMENT/COMMITTEE REPORTS

➤ Police Department – December Report:

- Chief Madore attended the Supervisor's Training at Primex December 3 – 6, 2013.
- Chief Madore attended the annual New Hampshire Chiefs of Police Winter Conference in Conway, New Hampshire on December 7 – 8, 2013 and received training on dealing with difficult employees.
- The Police Department held its annual firearms classroom training on December 19, 2013.
- Officer Gamble has successfully completed the field training phase of his probation period.
- There were no major incidents over the long holiday weekends.

➤ Fire Department – December Report:

- Responded to 22 calls consisting of 10 EMS and 12 Fire/Rescue.
- The Grantham Fire Department hosted their annual Friends Helping Friends event on December 7, 2013. They collected toys for Toys for Tots, food for the local food pantry and coats for Shepherd Realty. The event was a success and toys continued getting dropped off at the Fire Station up until Christmas Eve.
- No meetings were held in December due to the holiday.

➤ Transfer Station – November Report:

Solid Waste – 7 runs; 73.10 tons
Construction Demolition Debris – 8 runs; 27.14 tons
Glass – 1 load; 7.31 tons, Expense \$168.13
Light Iron – 2 loads; 5.5714 tons, Revenue \$1,225.71

Electronics – 1 load; 2.7845 tons, Expense \$991.83
Fibers – Mixed Loose (Paper) – 2 loads; 9.89 tons
Revenue \$368.95
Expense \$500.00

Comingle – w/o glass (Plastic) – 2 loads; 1.87 tons
Revenue \$0.00
Expense \$39.10

Total tonnage of Material taken away; 127.6659
Tickets collected at Transfer Station; \$1,800.00

APPROVED

Total Revenue from Recycling: \$1,594.66
Total Expenses from Recycling: \$1,699.06
Net Expense from Recycling: \$ 104.40

- Trustees of the Trust Funds – As of January 2, 2014: Report as of January 2, 2014 was reviewed.
- Town Administrator:
 - Filing period for town offices starts January 22nd. Open positions are posted on the town's website calendar and the Town Clerk/Tax Collector's page.
 - Meeting Schedule:
 - The Trustees of the Trust Funds Meeting is scheduled on Tuesday, January 14, 2014 at 1:00pm;
 - The Conservation Commission Meeting is scheduled on Monday, January 20, 2014 at 7:00pm;
 - The Zoning Board Meeting scheduled on January 23, 2014 has been cancelled;
 - The next Selectmen's Meeting is Wednesday, January 22, 2014 at 5:00pm.

OTHER

- White relayed to David Wood that Dick Hocker informed her that he could not get a consensus on the Conservation Commission's Town Report. Wood confirmed that and reported that Dick Hocker is out of town for an extended period of time on family business. White said she would like to have their report by the end of January if possible.
- David Wood said the Conservation Commission would like to reorganize and change the wording of the Tree Cutting Application and asked the Board of Selectmen if there is anything on the form that they would like changed or if there are any issues they should be aware of in the course of changing the form. The Board of Selectmen advised Wood to go ahead and make the changes and let the Selectmen look it over when complete.

NON-PUBLIC

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 6:06 p.m. to discuss a personnel matter. Present were: Chairman Kimball; Selectman Ken Story; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper and Transfer Station Supervisor Chris Scott.

APPROVED

Following proper vote, the Board returned from Non-Public session at 6:23 pm.

The Board regretfully accepted the resignation of Road Agent Joe Newcomb and wishes him all the best in the future.

Transfer Station Supervisor Chris Scott discussed the 2005 John Deere Tractor Loader Backhoe he would like to buy. A motion to approve the purchase of the 2005 John Deere 310 Super G Tractor Loader Backhoe from Hill-Martin Corporation at a cost of \$34,000.00 and to authorize the withdrawal of said amount from the Transfer Station Equipment Capital Reserve Fund was made by Selectman Jones; seconded by Selectman Story. ***Unanimously approved.***

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, January 22, 2014** 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*