

APPROVED

Town of Grantham Board of Selectmen - Meeting Minutes July 9, 2014

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, July 9, 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 Constance Jones; Selectman Ken Story; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Grantham Conservation Commission Member Richard Hocker; Police Chief Walter A. Madore, Sr.; Fire Chief Jay Fountain; Athletics Director Marsha Googins and Kris Traegde

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

ADMINISTRATIVE - APPROVED

1. Payroll Manifest #425 & 426
2. Accounts Payable Manifest #409, 410, & 412
3. Health Officer Appointment
4. CAI Technologies:
 - 2015 GPS Data Collection Services Contract
 - 2015 Tax Map Maintenance Contract
 - 2015 Street Numbering Update Contract
5. 2014 Property Tax Refunds (due to overpayment)
 - M/L 241-007-000; 164 Shedd Road - \$1,634.80
 - M/L 212-032-000; 6 Mill Pond Lane - \$2,819.16
 - M/L 225-053-018; 18 Niblick Lane - \$3,040.34
6. Building Permits:
 - M/L 216-146-000; 16 Robin Lane – Garage Extension
 - M/L 222-020-000; 19 Fenwood Lane – Garage
 - M/L 233-020-000; 136 Pillsbury Road – Barn Demolition

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of June 18, 2014 as written was made by Selectman Story; seconded by Selectman Jones. ***Unanimously approved.***

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APPEARANCES

- Kris Traegde on behalf of Dexter Kancer: Kris Traegde appeared before the Board of Selectmen on behalf of Dexter Kancer to ask if there is any plan of action for upgrading the Miller Pond Road Bridge in the near future. Chairman Kimball replied that the Selectmen are currently working on replacing the Olde Farms Road Bridge and the Miller Pond Road Bridge will be the next bridge to be replaced.

CORRESPONDENCE:

- Department of Environmental Services: A letter was received from the State of New Hampshire Department of Environmental Services informing that the Grantham Municipal Landfill 2013 Post-Closure Report and previous post-closure reports meet the performance standards pursuant to the Environmental rules. In addition, they have asked that vegetation growing in the stone in the rip rap swale be monitored and removed as needed to ensure it does not impede drainage.
- Bruce Chipman: A letter was received from Bruce Chipman of 10 Meadowbrook Road regarding the logging operation off the Class VI portion of Dunbar Hill Road. Chipman stated the truck traffic starts at 5:00am each morning and the noise of the truck traffic is interrupting the sleep of everyone in his house including the animals. Chairman Kimball informed that the town does not currently have any regulations as to when the operation can start or stop but the logger has been asked to be considerate of the people who live in the neighborhood. White added that she spoke with the logger who informed her that the logging operation should be completed by mid-July.
- Lindsay Lefebvre: A notice was received from Lindsey Lefebvre stating she is resigning from the Grantham Conservation Commission. The Selectmen advised they will send her a letter thanking her for her hard work and dedication to the Conservation Commission and noted that she will be greatly missed.

OLD BUSINESS

- Olde Farms Road Bridge: White reported that the edge of the town's right-of-way has been defined but still needs to be flagged. White specified the following needs to be done before the utility work begins: 1) Flag the right-of way; 2) Flag the location where the utility pole is to be moved to ensure it is moved to the correct location; and 3) Define the easement area. White informed the flags will be color coded for easy identification.

White advised that she spoke with Linda Gallien who is agreeable to the tree removal and granting the easement.

- Yankee Barn Road (Private Portion): White informed that Engineer Peter Blakeman, Road Agent Jeff Hastings and Robert MacNeil met on June 23, 2014 and she is waiting for a report.
- Miller Pond Road Bridge: White said she does not believe the cost of \$100,000.00 to shore up the Miller Pond Road Bridge is financially feasible for Brooks McCandlish and asked the Selectmen if they wish to remove this item from the Agenda. Chairman Kimball said yes.

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- David Ducharme/Eastman Lot: David Ducharme approached the Board of Selectmen at the previous meeting of June 18, 2014 to ask permission to allow his real estate agent, Mark Roden, to market the property at 18 Catamount which the town took by tax deed from him so that he may redeem the property. White advised the Board that town counsel emphasized that there needs to be an agreement containing certain language between the town and David Ducharme, not the realtor. The Selectmen agreed to postpone a decision until an agreement between the town and David Ducharme can be drafted and reviewed.

NEW BUSINESS

- Local Emergency Operations Plan (LEOP) Update Project Grant Agreement: White informed that the New Hampshire Department of Safety, Homeland Security and Emergency Management, has approved funding in the amount of \$2,500.00 toward our Local Emergency Operations Plan contingent upon their approval of the Grant Agreement.

Selectman Jones of the Town of Grantham Board of Selectmen made a motion that was seconded by Selectman Story to accept the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$2,500.00 for the purchase of updating Grantham's Local Emergency Operations Plan. Furthermore, the Board acknowledges that the total cost of this project will be \$5,000.00, in which the Town will be responsible for a 50% match (\$2,500.00). **Unanimously approved.**

- Bids for Paving: White reported that letters were sent to Pike Industries, United Construction Corp. and Blaktop, Inc. for bids for paving this budget year. Following the bid opening on July 7, 2014 at 9:00am, two proposals were received: 1) Blaktop, Inc. at \$40,841.00; and 2) United Construction Corp. at \$46,937.72.

A motion to accept the proposal from Blaktop, Inc. in the amount of \$40,841.00 was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

- Fund Balance Policy: A motion to adopt the new Fund Balance Policy was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

DEPARTMENT/COMMITTEE REPORTS

- Police Department – June Report:
 - Chief Madore and Sergeant Parsons attended the New Hampshire Trade Show on June 5, 2014. They received training on Laurie Issues and viewed all the new technology and equipment.
 - Chief Madore attended the New Hampshire Chief's Conference on June 8 – 11, 2014 and also received training relative to Disproportionate Minority Contacts.

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- Grantham Village School held their annual Civil War Encampment Day on June 13, 2014 and the Grantham Police Department provided presence throughout the day.
- Police Department Secretary Judy DiPadova attended training on June 13, 2014 regarding Trittech's product updates for Version 6.4 and Perform Training Institute (PTI) software.
- On June 21, 2014, the Grantham Police Department provided detail coverage on Route 10 for the bicycle portion of the Eastman Triathlon.
- Sergeant Parsons attended the D.A.R.E. Training Conference on June 25 & 26, 2014 for his annual training certification so that Grantham Police Department may continue to provide this program to the Grantham Village School fifth graders.
- Chief Madore attended the New Hampshire Police Cadet Academy Graduation on June 27, 2014 for Grantham resident, Alexander Wilson.

➤ Fire Department – June Report:

- Responded to 4 calls consisting of 1 EMS and 3 Fire/Rescue.
- The Grantham Fire Department hosted the Mid-Western Hazardous Materials meeting in June.
- The Grantham Fire Department also hosted an SCBA & PPE course which was state certified. Three Grantham Department members attended the class along with three from Springfield, two from New London and one from Wilmot. For the practical day the academy brought up the SCBA trailer that is home to SCBA confidence course.
- Chief Fountain provided a copy of a letter that was mailed to Eastman and Belle Terre for the Eastman Condominium Association outlining, in detail, the position of the Grantham Fire Department to follow NFPA 1 and the New Hampshire State Fire Code that regulates the use and storage of grills at multifamily occupancies such as apartments and condominiums.

➤ Recreation: Athletics Director Marsha Googins reported that the Grantham Recreation Park Committee started actively fundraising and sold water bottles with the Grantham Seal at Old Home Day. More fundraising is in the planning stages.

Googins informed the Board of Selectmen that the Grantham Recreation Park Committee has three proposals as follows:

- The Committee agreed that they would like to re-visit the Park Use Form which includes fees. She reported there is one group, the Grantham-New London Adult Softball League, that is using the area quite extensively on the weekends and is looking to branch out to another day during the week. White explained that

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charging fees would go into the Rec Revolving Fund to be used for improvements and development of the park. Fees were discussed and will be reviewed.

- Googins reported that trash at the park has been a problem and Groundskeeper Carey spends hours at a time cleaning it up. The Committee proposed setting out trash receptacles at the park to help alleviate the problem. The Board of Selectmen agreed.
- Googins informed that, as part of the Kearsarge Valley Cal Ripken League, the baseball league has to extend the base path from 60 feet to 70 feet. Googins explained the reasoning behind this is that when the majors players, fifth and sixth grade, get into tournament play, they are playing on 70 foot fields in the southern part of the state and they are at a disadvantage so the league feels that this is a safer play for that age group. She said the field will need to be adjusted to keep the 60 feet bases there but extend the field to the 70 feet and added that there are insert plugs to plug the bases at 60 feet safely at surface level when not in use. Googins estimated the cost to be approximately \$500.00 which she has in her budget.

- Trustees of the Trust Funds – Report as of June 30, 2014: Trustees of the Trust Funds Report as of June 30, 2014 was reviewed.

White stated the Trustees of Trust Funds Meeting Minutes of June 17, 2014 mentioned that at their annual training it was brought to their attention that SB 2-16 authorizes the Trustees to recommend to the Board of Selectmen the appointment of no more than two persons who may serve as alternate Trustees for one year terms. The Trustees did not have any names to recommend at this time.

- Town Administrator

- The Upper Valley Lake Sunapee Regional Planning Commission started the culvert inventory July 8, 2014. They were successful in getting approval from the New Hampshire Department of Transportation to use special project funding for 50% of the cost. The Town's cost is \$5,050.00.
- Music in the Meadow starts July 29, 2014 at 6:00pm under the new pavilion. The performances are as follows:

✚ **July 29th** – *The Flame*

✚ **August 5th** – *Jim Hollis*

✚ **August 12th** – *Melissa Durkee and the Men in Black Band; Children's performances, Hot Dogs, pickles and drinks for sale.*

✚ **August 19th** - *Magic and Comedy with Michael Zerphy*

✚ **August 26th** – *Music with Steve, Marty and Joey*

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- Upcoming Meetings:
 - The Planning Board meeting scheduled on July 10, 2014 has been cancelled.
 - The Zoning Board meeting is July 17, 2014 at 7:00pm.
 - The CIP Committee meeting is July 10, 2014 at 1:00pm.
 - The Conservation Commission meeting is July 21, 2014 at 7:00pm.

NON-PUBLIC

In accordance with RSA 91-A:3 section II- d and e, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 5:45pm to discuss a legal matter and a 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 6:03 pm.

ADJOURNMENT

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by majority vote, the Board adjourned at 6:03 pm.***

The next Selectmen's Meeting will be held on **Wednesday, July 23, 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