

# Approved

## Town of Grantham Board of Selectmen - Meeting Minutes July 8, 2015

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, July 8, 2015 by Chairman 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 A. Madore, Sr.; Fire Chief Jay Fountain; Conservation Commission Chair Sheridan Brown; Activities Director Jamielynn Garland; and C. Peter James;

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White

### **ADMINISTRATIVE - APPROVED**

- Payroll Manifest #454
- Accounts Payable Manifest #457 & 458
- Town of Hanover Dispatch Agreement
- Building Permits:
  - M/L 237-024-000; 802 Covered Bridge Lane – Kitchen Renovation
  - M/L 215-097-000; 101 Road Round the Lake – Convert Deck to Screen Porch
  - M/L 237-024-000; 730 Route 10 South – Demolition Permit
  - M/L 216-081-000; 7 Bobbin Hill Road – Replace Deck

### **APPROVAL OF MINUTES**

A motion to approve the regular meeting minutes of June 24, 2015 as written was made by Selectman Story; seconded by Selectman Jones. **Unanimously approved.**

### **CORRESPONDENCE**

- Upton & Hatfield: A copy of a letter from Upton & Hatfield to the Dunbar Free Library Building Expansion Fundraising Committee was received in which Upton and Hatfield donated \$250.00 to the expansion project.
- Primex: A letter was received from Primex informing of the Premium Holiday Distribution for the Workers' Compensation Program from 2013 and 2014 which totals \$14,505.04.
- New London Dispatch News: The New London Dispatch News was received which included the total calls for May 2015.

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- State of New Hampshire Department of Transportation: A letter was received from the New Hampshire Department of Transportation informing that the fixed premium diesel fuel price through June 2016 is \$2.64 per gallon.

## **OLD BUSINESS**

- Olde Farms Road Bridge: White stated that work on the bridge is on schedule and the contractor anticipated that the footings will be set on July 9, 2015, they will backfill on July 10 & 11, 2015 and the arches will be set the week of July 13, 2015. She added that the dry hydrant will be installed at the end of the project.
- Miller Pond Road Bridge: No new information.
- Building Permit Fees: After reviewing the proposed increases to the Building Permit fees, the Board agreed to make them effective July 12, 2015.

Chairman Kimball reported that Lebanon has changed their building permit process slightly in that licensed professionals such as electricians and plumbers, after completion of work on specific permits, must submit a letter to the town certifying that the work has been done in accordance with state specifications prior to the Building Inspector signing off on the final inspection. He suggested making this a requirement in Grantham as well. White stated she spoke with Grantham Building Inspector Roger Woodworth and he liked this concept. Selectmen Jones and Story agreed.

White informed that she is also revising the Building Permit Application.

- Zoning Violation at 172 Cote Road: White asked the Board for clarification on how they wished her to proceed with this matter. Chairman Kimball said it appears that the owners are attempting to clean up the property but White should contact them and make it clear that the construction business needs to be conducted from inside the home and there can be no construction debris from the business on the property.

## **NEW BUSINESS**

- Grantham Conservation Commission Appointment: A motion to appoint Richard Kaszeta as an alternate member to the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Story. **Unanimously approved.**

## **DEPARTMENT/COMMITTEE REPORTS**

- Activities Update: Activities Director Jamielynn Garland reported that Old Home Day was a success; that it wasn't as wet as the previous year and people seemed to stay longer.

In anticipation of Grantham's 250<sup>th</sup> celebration in 2017, Garland asked the Board their thoughts on when they would like the celebration to be and what type of events they would like have. She said the anniversary occurs on June 8th and could have a two or three day event on a weekend in June and asked if they would like that or if they would prefer to combine it with Old Home Day.

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White explained that Garland is asking now so she can start planning a budget; that budget discussions for 2016-2017, which includes June 2017, will occur later this year. White suggested forming an anniversary celebration committee that could do some fundraising so the entire burden does not fall on Garland. Selectman Jones agreed that a celebration of this size definitely needs to have a planning committee and asked Garland if she is planning to hold one event in June and the other in July. Garland replied yes, if that is what the Board would like and said she thinks Old Home Day should remain as being celebrated on July 4<sup>th</sup> and reported that she already has many of the vendors booked for next year but could cut it back a bit if necessary.

Selectman Story stated that he has been working on the 250<sup>th</sup> anniversary from a Historical Society perspective in terms of what other towns have done and reported that Newport celebrated its 250<sup>th</sup> anniversary in 2011 and held a lot of events throughout the year and for any events that were already in place, they incorporated those events so they took on a 250<sup>th</sup> anniversary association and were part of a bigger event. He said it saved a lot of money and got everyone involved. He continued that he would like to see Grantham do that so it will be a yearlong celebration and he would like to see a committee formed.

## ➤ Police Department – June Report:

- Chief Madore attended the NH Chief's Trade Show and Summer Conference on June 7-10, 2015. Training at the Trade Show was on Employment Relations and at the Conference was on Human Trafficking.
- The Department assisted the Grantham Village School on June 12, 2015 for the celebration of Civil War Days.
- Sergeant Parsons participated in the Grantham Village School's Summer Reading Program. Please visit the school website to view the video of Sergeant Parsons reading his stories for the students while on their summer break.
- Chief Madore and Officer Soucy visited Pearl's Little Angels on June 26, 2015 and spoke with the children about safety and answered their many questions.

## ➤ Recreation Park Committee: A quote was obtained for the proposed 16' x 20' storage shed at the Recreation Park from Steve Hastings in the amount of \$8,340.00 plus concrete at a cost of approximately \$1,400. The Board agreed that amount is reasonable. White said the project would be paid from the Recreation Revolving Fund.

## ➤ Town Clerk Tax Collector: The first issue 2015 tax bill totaled \$5,967,452.40 and \$5,526,580.68 of that has been collected. The outstanding amount is \$440,871.72.

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## ➤ Trustees of the Trust Funds – June Report: The Trustees of the Trust Funds June Report was reviewed.

## ➤ Trustees of the Trust Funds – 2015 Town Meeting Capital Reserve Activity Report: The Trustees of the Trust Funds 2015 Town Meeting Capital Reserve Activity Report was reviewed.

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## ➤ Town Administrator:

- Upcoming Meetings:
  - The Conservation Committee meeting is Monday, July 20, 2015 at 7:00pm.
  - The Master Plan Committee meeting is Monday, July 20, 2015 at 7:00pm, Lower Level of Town Hall
  - The Zoning Board meeting scheduled on July 23, 2015 has been CANCELLED.

## **OTHER**

- White informed that the berry picking season is almost upon us and the Conservation Commission and Activities Director Jamielynn Garland are trying to coordinate, through her Activities Program, an opportunity for residents to pick berries on the town's conserved land and chat with Conservation Commission members. Garland said the event will be no charge and there will be a window of one to two hours and it will give residents a chance to see what the Conservation Commission does.
- White asked the Board if they wanted to announce we will be changing our ambulance service to Lebanon Fire Department effective August 1, 2015. The Board said yes.
- Chairman Kimball announced that Selectman Ken Story has accepted the position of Grantham Deputy Town Clerk/Tax Collector and Sheridan Brown will replace Selectman Story. Selectman Story informed that his first day as Deputy Town Clerk/Tax Collector will be Tuesday, July 28, 2015 and he will resign as Selectman on July 27, 2015. He stated that he has really enjoyed being a Selectman and it has been a great experience. Chairman Kimball thanked Selectman Story for his service to the town and expressed that it has been a pleasure working with him and he will be missed but, fortunately, we will all get to work with him in the office.
- White said the flower boxes outside of the town building were installed with the help of the Highway Department and filled by the Grantham Garden Club.
- Police Chief Madore expressed his concerns about the new crosswalk located across Route 10 going from the Library to the church parking lot. He said all the parking for the Library is going to be in the church parking lot, including the handicapped parking, and he is concerned about safety with all the traffic and the volume of people who use the Library. He stated that New Hampshire Department of Transportation (DOT) Traffic Division has approved it and barrels with flashing lights will be placed on both sides of the crosswalk. Madore felt something more should be done and that DOT will probably take another look at it.
- Resident C. Peter James asked if anyone has looked at the sign in front of town hall by the entrance because it is crooked and needs to be painted. White replied yes, that the wood is rotted and it needs to be replaced. She said she recently discovered they used regular pine wood that was not pressure treated or sealed.

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- James stated that something needs to be done about the culvert at the end of Dunbar Hill Road. White said Road Agent Hastings is aware of it and will fix it.
- James asked if it is legal to have the speed limit of roads posted at 25 mph. Selectman Jones believed it is grandfathered.
- Sheridan Brown asked if there is a ditching schedule for Dunbar Hill Road. White explained that Road Agent Hastings has a ditching schedule but she was unsure when Dunbar Hill Road would be done. White will check with Hastings.

### **NON-PUBLIC**

In accordance with RSA 91-A:3 section II- e, a motion was made by Selectman Story, seconded by Selectman Jones to enter into a Non-Public session at 5:56pm. 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 6:09 pm.***

### **ADJOURNMENT**

There being no further business, Selectman Story moved to adjourn, seconded by Selectman Jones; ***by unanimous vote, the Board adjourned at 6:09 pm.***

The next Selectmen's Meeting will be held on **Wednesday, July 22, 2015** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper  
Administrative Assistant