

Approved

Town of Grantham Board of Selectmen - Meeting Minutes October 12, 2016

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 12, 2016 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 Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief Walter A. Madore, Sr.; Fire Chief Jay Fountain; Richard Kaszeta; and C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White

APPROVAL OF MINUTES

A motion to approve the regular and non-public meeting minutes of September 28, 2016 as written was made by Selectman Brown; seconded by Selectman Jones. ***Unanimously approved.***

CONSENT CALENDAR

- Payroll Manifest #489
- Accounts Payable Manifest #521
- Building permits:
 - a. M/L 212-048-000; 38 Butternut Road - Generator
 - b. M/L 233-020-005; 272 Pillsbury Road – Sauna
 - c. M/L 237-016-000; Route 10 South – New Home
 - d. M/L 226-021-000; 249 Route 10 North – Pergola
 - e. M/L 216-018-000; 79 Miller Pond Road – Pave Driveway
- Letter from New Hampshire Interlocal Trust

A motion to move for adoption of the Consent Calendar was made by Selectman Jones; seconded by Selectman Brown. ***Unanimously approved.***

CITIZEN COMMENTS

- Police Chief Madore stated that he received a report from a concerned citizen that someone was charging their electric car at the Recreation Park on Sunday, October 9, 2016. Town Administrator White reported that the same person was at the

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soccer game on Friday night, October 7, 2016 charging the car at the electrical pedestal at the park. There was a soccer game on Saturday afternoon, October 8, 2016 and Activities Director, Jamielynn Garland, went to the park early and duck taped a black trash bag over the electric pedestal. At that game, the person who had been charging his car then took his extra-long extension cord and plugged it into the pavilion outlet. White told Chief Madore that she had a picture of the vehicle with the license plate number that she will forward to him.

OLD BUSINESS

- Olde Farms Road Bridge: No new information.

- Miller Pond Road Bridge: Chairman Kimball stated that he is still investigating at what weight limit the bridge should be posted. Town Administrator White said she spoke with NH DOT and was told that the town does have the authority to post its bridges with a more restrictive posting than what DOT recommends.

NEW BUSINESS

- Fire Department – September Report:
 - Responded to 15 calls consisting of 8 EMS and 7 Fire/Rescue.
 - Chief Fountain attended the Mid-Western Hazardous Materials meeting in New London. The meeting was actually training on responding to radiological emergencies and what types and quantities of radioactive materials they could see in the area. This was a very informative meeting.
 - Chief Fountain attended the Kearsarge Mutual Aid meeting that was moved to Henniker to take advantage of the flow path training they were hosting that evening because most of the group was unavailable for the meeting that evening.
 - At the Upper Valley Mutual Aid meeting, Orford Chief Straight talked about the line of duty death they experienced this summer at a brush fire and thanked all those who assisted his department in the weeks following. Hanover dispatch also gave a preview of the new equipment list they will be handing out at the next meeting.
 - Training in September was on pump operation for Engine 1 and Engine 4. They also conducted drills on proper techniques of SBCA. Specifically, how long you can operate when the low air alarm activates on the self-contained breathing apparatus and the proper response.
 - September was also the month for some of the annual testing. Both Engine 1 and Engine 4 had their annual pump tests done. The flow testing was done on all the self-contained breathing apparatus, the new fill station was tested and the Holmatro rescue tools were tested and serviced.

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- The Grantham Fire Department hosted a 15th Anniversary Memorial of the 9/11 attacks on September 11, 2016.

- Police Department – September Report:
 - The Department assisted Grantham Village School with their fire and lock down drills which were held at various times throughout the month. The off-site evacuation drill was conducted on September 21, 2016 without any issues.

 - Police Chief Madore attended the New England Association of Chiefs of Police Annual Conference on September 12 – 14, 2016. The topic was Policing in the 21st Century and training from the US State Department regarding notification procedures when dealing with foreign nationals.

 - The following thank you notes were received:
 - Sergeant Parsons received a thank you from the Canterbury Police Department for assisting them in rebuilding their FTO Program by sharing Grantham's FTO Program and Department Policies. Word has gotten out that Grantham has a great FTO Program. Congratulations to Sergeant Parsons for his hard work on developing this Program.

 - The Department received thank you notes from members of the Special Olympics for the Fueling Dreams Day.

 - Sr. Patrolman Gamble received a thank you from the Grantham Fire Department for speaking at the 9/11 Memorial Service.

 - Captain Ayoob received a thank you for his assistance in planning and creating a CLE program for the State Bar of Texas titled: *Firearms Law – What Every Texas Attorney Should Know*.

 - A young resident delivered baked goods to the department along with a very much appreciated thank you note.

- Trustees of the Trust Funds – Report as of October 2, 2016: The Trustees of the Trust Funds Report as of October 2, 2016 was reviewed.

- Town Administrator Report:
 - The Grantham Fire Department Open House, Health and Safety Fair and Flu Shot Clinic will be held Saturday, October 15, 2016 from 9:00am – 12:00pm.

 - The Town Clerk/Tax Collector's office will be closed October 19 – 21, 2016 for the annual Town Clerk's Training Conference.

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- The town wide Trick-or-Treat will be Monday, October 31, 2016 from 5:30pm to 7:00pm. The Police and Fire Departments will slow down traffic on Route 10 so the kids can safely trick-or-treat.
- Selectmen's Office:
 - White met with Eversource last week when they were here to complete the final inspection of the lighting project.
 - White received verbal confirmation from LighTec, also confirmed by Eversource, that the street light project will be funded in 2017.
 - White and Selectman Brown attended two webinars for the PEG channel equipment.
- Upcoming Meetings:
 - The Grantham Conservation Commission meeting is scheduled on Monday, October 17, 2016 at 7:00pm.
 - The Trustees of the Trust Funds meeting is scheduled on Tuesday, October 18, 2016 at 1:00pm.
 - The Zoning Board meeting is scheduled on Thursday, October 27, 2016 at 7:00pm.
 - The Planning Board meeting is scheduled on Thursday, November 3, 2016 at 7:00pm.
- Selectman Brown received quotes to replace the equipment for the PEG channel system and asked that the quotes be broken out into basic functionality, happy medium and sky's the limit. He explained that there are two parts; 1) the bulletin board system; and 2) a media server which would allow the town to acquire the ability to distribute inexpensive media content from various sources and, although we don't immediately need the media server, he wanted to check into it as they are going through negotiations with Comcast to put together a wish list of items the town might want funding for down the road.

Brown reviewed the following quotes:

- Little Bay Broadcast Services Inc. - \$5,900.00. This is the Carousel system that would get basic bulletin board functionality up and running again as well as let us host short video content and set up unique user accounts. The unique user accounts would allow select personnel such as the Police Chief and Fire Chief to have access to the system to update it with emergency messages. He said there is also the opportunity to, with some of the options, send information out to people's mobile devices as well.
- MassMediaMan - \$4,122.50. This is the same Carousel system mentioned in the above quote minus a few components.

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The two quotes were reviewed and Selectman Brown pointed out that the quote from MassMediaMan (\$4,122.50) includes free user training and three years of hardware assurance. He said this company emphasized that they charge for the equipment, they don't charge for support.

A motion to accept the quote from MassMediaMan in the amount of \$4,122.50 and authorize Town Administrator Melissa White to execute the quote upon receipt of a required Certificate of Insurance was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.**

- Selectman Brown asked Town Administrator White to look into the digging taking place very close to Dunbar Hill Road.

NON-PUBLIC

In accordance with RSA 91-A:3, II(a), a motion was made by Selectman Brown, and seconded by Selectman Jones to enter into a Non-Public session at 5:38pm. Present were: Chairman Warren Kimball; Selectman Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; and Administrative Assistant Ann Jasper.

Roll Call vote to enter non-public session:	Chairman Warren Kimball;	Yes
	Selectman Constance Jones;	Yes
	Selectman Sheridan Brown;	Yes

A motion to leave Non-Public session and return to Public Session at 5:48pm was made by Selectmen Jones; seconded by Selectman Brown. **Unanimously approved.**

A motion to seal the minutes of this Non-Public Session was made by Chairman Kimball; seconded by Selectman Jones. **Unanimously approved.**

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Brown; **by Unanimous vote, the Board adjourned at 6:08 pm.**

The next Selectmen's Meeting will be held on **Wednesday, October 19, 2016** at 8:00am in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant