

Approved

Town of Grantham Board of Selectmen Meeting Minutes November 21, 2016

The meeting of the Board of Selectmen was called to order at 5:00pm on Monday, November 21, 2016 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 Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Fire Chief Jay Fountain; SAU #75 Superintendent Jacqueline Guillette; Administrative Assistant to the Superintendent Brenda Molloy; Principal Heather Cantagallo; School Board Members: Carolyn Simon, Chair and John Eylander, Vice-Chair; Alice Ely; 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 November 9, 2016 as written was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #492
2. Accounts Payable Manifest #524
3. Application for Veteran's Tax Credit:
 - a. M/L 225-104-000; 40 Troon Drive
4. Application for Solar Energy Systems Exemption:
 - b. M/L 220-045-000; 478 Olde Farms Road
5. Shoreline Protection Cutting Plan:
 - a. M/L 215-116-000; 31 Granite Way
6. Blue Mountain Snowdusters, ORC Snowmobile Trail System Reroute
7. Capital Improvement Projects Committee Appointment – Ralph D. Beasley
8. Zoning Board of Adjustment Appointment – Mary Hutchins
9. Reimbursement; Conservation Current Use Fund to the General Fund-\$522.50
10. Reimbursement; Reclamation Fund to the General Fund-\$1,585.40

Chairman Kimball asked that a clearer map be obtained from the Blue Mountain Snowdusters regarding the snowmobile trail system reroute.

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

APPOINTMENTS WITH THE BOARD

- Grantham School Board – GVS Gym Use: Chairman Kimball thanked the SAU #75 School Board members and school staff present for attending this meeting to discuss scheduling issues with school gym availability for basketball practice. Kimball noted that this is the third year there have been scheduling problems with the gym for basketball practice and it's not clear to the Selectmen why there is a problem. He said the Selectmen feel that they should not have to be involved with this scheduling problem for the use of the gym every basketball season and since the school controls the gym use schedule, the school seems to be the logical entity to oversee the basketball program and asked for their thoughts about that.

Principal, Heather Cantagallo, explained the process used to schedule the Gym. She said that she and Athletics Director Googins get together every August and look at the sports programs by season; Googins gives her the times for the programs and she works around that. She stressed that the basketball program is the one that is tricky to schedule because the school also runs an After School Program at the same time that currently has an enrollment of 72 students. She said they don't all stay every day but a large number do stay every day and in the winter, it gets dark very early so it's impossible to give them outside play time, therefore, the school offers a lot of enrichment programs for them of which most take place in the gym. She recounted that when she and Googins went over the gym schedule in the summer of 2015, they let the After School Program have the gym right after school but that interfered with the younger kids basketball so this summer when she and Googins met, they talked about letting the After School Program have the gym from 5:00 – 6:00 because that would give Googins time for the younger kids basketball. She further explained that there is one day a week, Wednesdays, that the school has a lot of activity in the building and that she asked Googins if they could schedule the After School Program on Wednesdays from 3:30 – 6:00 and 5:00 – 6:00 on the other days. Cantagallo gave the Selectmen an updated gym schedule. She pointed out that Googins did not hold the Cheerleading program in the gym last year so that has been a hiccup and Googins has Taekwondo in the gym two nights a week.

Chairman Kimball said he is still not quite sure what the problem is. Cantagallo told Chairman Kimball that she thought the Selectmen were missing a really important person at this meeting who is Googins because she and Googins sit and make this schedule together; it is not just her handing Googins a schedule. Selectman Brown told Cantagallo that this is the issue they have, that there is a schedule being worked out between her and Googins and the Selectmen don't seem to get a consistent story as to where the breakdown is and for the two years that he has been involved in this part of it, it seems like

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it has really occupied a fair amount of Town Administrator White's time having to deal with it more than it should if we have an Athletics Director who is handling this. He said he is looking at this from a resource stand point of how this would be done with any sort of enterprise if he was offering a product, in this case the basketball program; you would have to start by understanding what you have available for resources and, in this case, the Selectmen control none of the resources. The question then becomes; if there needs to be an After School Program and we are trying to have a Basketball Program alongside, is there enough gym time available to do a good job with both of those programs. Cantagallo suggested splitting the gym with the younger kids, K and 1, and put two groups in at the same time because they can't run the whole length of the gym and they can't reach the high baskets. She also said she would look at the length of the practice time, that she didn't believe you need to have a practice that is as long for five year olds as it is for twelve year olds.

Chairman Kimball asked if there was any interest in the school taking over the Basketball Program. Superintendent Guillette said she would not be interested in that and didn't feel like they had the capacity to take much more on than they are already doing. She stated that she doesn't understand why Cantagallo sitting down with Googins doesn't work when the school is only using the gym 6.5 hours a week for the After School Program and basketball is using around 20 hours a week.

Selectman Jones said that she did some research and the Basketball program has been offered and has used the gym for 33 years and noted that we have only started having a scheduling problem for 3 of those years. She said she looked at the current schedule and saw that the 5/6 boys are practicing until 8:30pm and remarked that by the time they get home and have their dinner, it's pretty late. She said it seemed to her that they are a little young to be out that late practicing.

School Board Chair, Carolyn Simon, stated that she believed a lot of the problem is that Turtle Mountain, which took a lot of students after school, closed abruptly three years ago and these students really needed a place to stay after school so the school took it over. It became obvious that they needed to have more than an outside person come in and manage a group of kids in the cafeteria because the children have been sitting all day and they needed to have a lot of activities to do and that is the reason that a lot of time is required of the one large space where the kids can run and rough and tumble. She emphasized the cafeteria is not the place to do that with too much glass around the walls, too many tables and some children are studying.

Selectman Brown expressed that for the Select Board's purposes over the last couple of years this issue has occupied a fair amount of time and it didn't seem to him, personally, to be worth the investment if the town can't have a program that offers enough playing time for the kids to develop their skills and they are spending a lot of administrative energy on it to try and secure the resource when it's not the Selectmen's to allocate. He said he

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is trying to make a value judgement of whether it make sense to have both of these programs and take on all the headaches of them competing for the resource.

Cantagallo asked the Selectmen if they thought about maybe not running Taekwondo during basketball season because that takes up two more hours of gym time a week. Alice Ely stressed how important she thought the After School Program is and asked if Taekwondo could be held in Town Hall instead of the gym. White said she asked about that as well and was told that the instructor said the concrete floor in Town Hall would not work because of the impact the kids would receive and it would be detrimental to their bodies.

School Board Vice-Chair, John Eylander, pointed out that most other towns have more than one gym and Grantham only has the one gym and it is a small gym. He said we have one school in one town and all of these groups are trying to compete for the small gym and something is going to lose when you do that. He said he knows this problem has been going on for three years and he wished there were an answer but, as much as he hates to say it, it might just have to come down to prioritization. Selectman Brown agreed that we have a limited resource and we have to decide what the highest value for its use is and asked Eylander what he would prioritize. Eylander replied that the traditional way would be to make sure the older kids got to use the gym and split it up for the younger kids. He said he didn't know what the numbers were this year across the board. White reported that there are 81 players this year for basketball and cheerleading.

Cantagallo pointed out that one helpful piece is that there are some kids in the After School Program that are also in the Basketball Program so parents who would not be able to get their kids to basketball practice sign them up for the After School Program. They check into the After School Program, have their snack, go to their practice and when done go back to the After School Program. She said there are some other kids who stay until 6:00 and then go straight into Taekwondo.

Selectman Brown stressed that if the town is going to run the basketball program, it really needs to be worthwhile for the participants and it should be a good program. He said from an efficiency standpoint, it makes more sense to have a program like that run by the person in control of the resource and if that's not going to happen, there needs to be a really clear understanding that is consistent. He stated further that he didn't know how much things need to fluctuate from year to year once things are established but it would seem that it is something that could be replicable from year to year so then the question is if the school isn't going to run it, do we formalize something through a Memorandum of Agreement.

Selectman Brown asked for an overview of what the enrichment portion and run around portion of the After School Program entails. Cantagallo explained as follows: The kids are dismissed at 3:20pm and report to the cafeteria. They have a snack, check in and the staff

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figures out where everyone is going. There is a menu of options that they choose from each day for their enrichment activity. They split into different groups and the enrichment activity goes from 3:45 – 4:45pm. At 4:45pm everyone is brought back together and that's when they either go outside or to the gym or they have an option of board games and things like that or physical activity in the gym which starts at 5:00pm. Pick-ups start right after school and go up to 6:00pm when they close.

Selectman Brown asked if they were to come up with a schedule that works, if they would be open to formalizing this through some sort of agreement for the coming years. Brown explained what he is looking for is a clear sense of if the schedule gives the school everything it needs for its After School Program or if the school has a proposal of what would work better. The Selectmen would then have something to use in their decision making of what is the right type of program they can provide. Cantagallo stated that the current schedule is fair for the needs of the After School Program but if it were to double in size, they would be having a different conversation. Guillette suggested one other thing to look at is the school has some mats and there may be a period of time in the winter that the mats could be brought over to town hall and left there for taekwondo and cheerleading and asked the Selectmen to think about it. In answering Brown's question, Guillette said if the Selectmen would like to propose a very simple Memorandum of Agreement (MOA) that she can bring to the School Board to have them consider in terms of insuring what Cantagallo said was already insured which is the block schedule that was worked out three summers ago and hasn't changed and when Cantagallo and Googins had their scheduling meeting, that's what they looked at and Googins took it from there but there would also have to be a caveat if the after school program suddenly got slammed with 200 children, there would have to be some flexibility in the MOA based on population for the after school program. She said she would talk to Simon about getting the MOA on the School Board's Agenda and commented that she didn't know what they would gain from that but they are willing to look at it because they are all here for the same purpose of doing what is best for the children. Brown informed that what the Selectmen would gain from it is the people who are controlling the resource will be giving them a formal document. He said he understood that they have been working on the block scheduling but noted that they still run into problems so the Selectmen are trying to trouble shoot where that is happening, whether it's in the initial design of the schedule or if they are trying to do too much with not enough resources. He emphasized that this is an attempt to run things effectively because they have a small number of professional staff in the town and they have to do a lot with them and they also don't want to squander their best human resource which are the great volunteers they have in town who get very frustrated if the schedule isn't predictable. He thought the formal document will be helpful as something to point to and say we have now settled this for a multi-year block of time. He believed it would demonstrate to people that everybody has worked together on a policy to move forward and do the best with what they have, more so than just Googins and Cantagallo having a conversation. Guillette agreed.

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Cantagallo also wished to point out that there is no Sunday listed on the schedule but there is nothing scheduled on Sundays, the only problem being there is no custodian on Sundays to lock and unlock the building. White asked if Googins would have to be in attendance the entire time under those circumstances and Cantagallo said she would.

Chairman Kimball thanked everyone from the School for attending this meeting and said he believed they were heading in the right direction.

There was some discussion about the new outdoor classroom and Guillette wished to recognize Alice Ely as the person who was instrumental in leveraging a meeting with the Timken Foundation which gave the biggest donation for the school's outdoor classroom. Guillette stated that Ely would like to talk to the Selectmen later in the Agenda.

- Alice Ely: Alice Ely, Executive Director of MVHI, said, unfortunately, she had to leave because she had to pick up her son in five minutes from the After School Program and asked the Board if she could come back and speak to them at another meeting. She did want to let them know that Mascoma Valley Health Initiative has changed its name to the Public Health Council of the Upper Valley but everything else about them is the same.

OLD BUSINESS

- Olde Farms Road Bridge: No new information.

NEW BUSINESS

- Selectman Sheridan Brown: Selectman Sheridan Brown attended the NHMA Conference and reported that one of the sessions was about recruiting for key positions which was taught by Alan Gould of MRI. Brown mentioned to Gould that Police Chief Madore moved his retirement date to July 1, 2017 and Gould said they will start the process a little bit later than originally planned.

Brown said he spoke with different vendors of things like town websites and digital infrastructure and there were a few good zoning programs of which one was about signs. They also presented a legislative update and mentioned in their conversations with Chris Sununu that he had expressed an interest in bringing back the State's contribution to police and fire pensions but it would not get near the State's 35% obligation but maybe in the range of 10% or so.

- Fire Department – October Report:
 - Responded to 18 calls consisting of 7 EMS and 11 Fire/Rescue
 - The Fire Department held its annual Open House in conjunction with the annual Health Fair and Flu Shot Clinic on October 15, 2016.

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- The Fire Department joined forces with the Police Department on Halloween for Safety Day at Grantham Village School where one of the firefighters learned a valuable lesson: You don't ask a gym full of grade school students to scream as loud as they can unless you want to be deaf for the next few hours.

The Fire Department also assisted Halloween evening by putting apparatus out on the street to light up safe crossing zones for the children trick or treating and their parents.

- For training, the Department worked on hose line advancement at the Fire Station. They went to Croydon to work on extrication techniques and worked together on two separate vehicles. On October 29, 2016, the Department had the Fire Academy's Class A Trailer at the Fire Station and invited Croydon and Springfield to the Station to go through the trailer with them. They worked on search techniques and hose line advancement on a fire along with hydraulic ventilation.
- Fire Chief Fountain attended the Mid-Western NH Hazmat Team Meeting where they reviewed radiation monitoring and the equipment used to monitor and detect the different types and source of radiation.

➤ Police Department – October Report:

- Police Department Secretary, Judy DiPadova, and Police Chief Madore attended the annual Health Fair on October 15, 2016 and shared information about services Grantham Police Department provides as well as handed out items they received from highway safety.
- Judy DiPadova attended the NH Chiefs of Police Secretaries Association's Annual Conference on October 13 - 14, 2016 in North Conway. The guest speaker on October 13th was Chief Paul Dean of UNH. The training was titled *Verbal Judo for Administrative Personnel/Professionals* and it was directed at those who work the front-line of any organization and are normally the first people to have contact with irate customers. On October 14th, Attorney Kerry P. Steckowych, Prosecutor for Goffstown Police Department, reviewed NH laws that will take effect in 2017 and the updates on the Right to Know Law as it applies to Law Enforcement.
- National Drug Take Back Day was held at the Grantham Police Department on October 22, 2016. Contrary to past events, the turnout this year was very low in that they only collected less than half a box of unused or unwanted prescription drugs.
- Chief Madore spoke at the Grantham Village School assembly on October 31, 2016 regarding Halloween safety and distributed the safety snap lights.
- The Department was out in force for the Halloween Trick or Treat night and along with the Fire Department handed out light sticks. It was a fun evening for all and it was overall uneventful. It appeared that there was a very large turnout.

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➤ Town Administrator Report:

- The Town Offices will be closing at 12:00pm on Wednesday, November 23, 2016 for the Thanksgiving Holiday and reopen on Monday, November 28, 2016 at 8:00am.
- Upcoming Meetings:
 - The Zoning Board meeting is scheduled on Tuesday, November 22, 2016 at 5:00pm.
 - The CIP Committee meeting is scheduled on Monday, November 28, 2016 at 1:30pm.
 - The Planning Board meeting is scheduled on Thursday, December 1, 2016 at 7:00pm.
 - The Energy Committee meeting is scheduled on Monday, December 5, 2016 at 5:00 pm.
 - The Cemetery Trustees meeting is scheduled on Tuesday, November 22, 2016 at 5:00pm at 77 Cote Road.

NON-PUBLIC

In accordance with RSA 91-A:3, II(c), a motion was made by Selectman Brown, and seconded by Selectman Jones to enter into a Non-Public session at 6:13pm. Present were: Chairman Warren Kimball; Selectman Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Fire Chief Jay Fountain.

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 6:40pm was made by Selectmen Brown; seconded by Selectman Jones. **Unanimously approved.***

A **motion to seal the minutes** of this non-public session was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.**

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 6:41pm. 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 6:51pm was made by Selectmen Brown; seconded by Selectman Jones. **Unanimously approved.***

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A **motion to seal the minutes** of this non-public session was made by Selectman Brown; seconded by Selectman Jones. ***Unanimously approved.***

ADJOURNMENT

There being no further business, Selectman Brown moved to adjourn, seconded by Selectman Jones; ***by Unanimous vote, the Board adjourned at 6:52pm.***

The next Selectmen's Meeting will be held on **Wednesday, December 7, 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