

Approved

Town of Grantham Board of Selectmen Meeting Minutes January 11, 2017

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, January 11, 2017 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; Police Chief Walter A. Madore, Sr.; Grantham Conservation Commission Chair David Wood; Carole Wood; 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 budget work session minutes of December 14, 2016 as written was made by Selectman Brown; seconded by Selectman Jones. *Unanimously approved.*

A motion to approve the regular and non-public meeting minutes of December 14, 2016 as written was made by Selectman Jones; seconded by Selectman Brown. *Unanimously approved.*

CONSENT CALENDAR

1. Payroll Manifest #496
2. Accounts Payable Manifest #529
3. Grantham Conservation Commission; State of NH - Application Form 5302a
4. NH DRA: 2016 Equalization Municipal Assessment Data Certificate
5. Building Permits:
 - a. M/L 225-207-000; 17 Walton Heath Drive – Kitchen Remodel
 - b. M/L 222-130-000; 1 Alpine Vista – Bathroom Remodel (2)
 - c. M/L 215-060-021; 21 Island View – Kitchen & Bathroom Remodel
6. The Center for the Arts: Lake Sunapee Region
7. FairPoint Communications
8. Eastman Community Association
9. Steve Ellis, Chair, Town of Pittsburg, Board of Selectmen

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

Approved

CITIZEN COMMENTS

- Resident C. Peter James asked if there were any major capital expenditures in the proposed budget that will be on the Warrant at Town Meeting. Chairman Kimball stated there will be a proposal for a new 1-Ton plow truck for the Highway Department to replace the old truck.
- James asked about the correspondence from FairPoint that is listed on the Consent Calendar. Selectman Brown replied it was to notify the town that Consolidated Communications has signed an Agreement to acquire FairPoint Communications.
- James commented that he attended the School Board meeting and they are working on their budget.

OLD BUSINESS

- Olde Farms Road Bridge: Administrator White stated she submitted the final quarterly report for the additional grant monies received for the cost overruns of the bridge. The town received the final payment of \$23,453.00 which was deposited on January 3, 2017.

White received a letter from Homeland Security and Emergency Management informing that they received, reviewed and approved the final narrative and financial reports on the subject grant and they have closed it out.

NEW BUSINESS

- Fire Department – December Report:
 - Responded to 29 calls consisting of 18 Fire/Rescue and 11 EMS.
 - The Department responded to a total of 133 calls for service in 2016. This total is up over 30 calls from last year. The Department has seen an increase in the number of fires they have responded to, many of them have been mutual aid calls.
 - The Grantham Fire Department Association hosted its annual Friends Helping Friends event on December 3, 2016. They collected toys for Toys for Tots, food for the Newport Food Pantry and coats for Shepherd Realty Coat Drive.
 - Chief Fountain reported that it was another great year for the Department and that they continue to upgrade the Department. In 2016 they upgraded the light fixtures to a more energy efficient model. In 2017, they are considering updating the windows and doors as well as increasing the amount of insulation in the roof.
- Police Department – December Report:
 - Chief Madore attended the Chiefs of Police Winter Conference in North Conway. Training was by Captain Ingrid Jonas of the Vermont State Police, Director of Fair and Impartial Policing.

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- Chief Madore and Sergeant Parsons attended the Sullivan County Delegation Meeting between the Sullivan County Chiefs and our Legislative Delegates. It was a well attended meeting where there was a sharing of information regarding upcoming legislation.
- Patrolman Ryan Cameron graduated from the Police Standards and Training Academy on December 16, 2016 and has now begun his FTO Program.
- All members of the Department completed their firearms requirements.
- The Department would like to thank Sheridan and Debra Brown for once again hosting this year's holiday party.
- An informal presentation of commemorative badges was made to all department members on December 31, 2016. The badges were commissioned in celebration of the 250th Anniversary for the Town of Grantham and will be the duty badges for the coming year. Sergeant Parsons also presented challenge coins to all members of the department.

➤ Transfer Station – November Report:

Solid Waste – 7 runs; 70.66 tons

Construction Demolition Debris – 6 runs; 24.41 tons

Glass – 1 load; 7.31 tons; Expense: \$219.30

Brush – 2 runs; 7.28 tons

Light Iron – 2 loads; 7.6786 tons; Revenue: \$562.95

Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons

Revenue: \$ 99.26

Expense: \$850.00

Comingle – w/o glass – (Plastic) – 2 loads; 2.64 tons

Revenue: \$ 0.00

Expense: \$165.00

Total tonnage of material taken away: 127.9186 tons

Tickets collected at Transfer Station: \$1,195.00

Total Revenue from recycling: \$ 662.21

Total Expense from recycling: \$1,234.30

Net Revenue from recycling: \$ 572.09

Transfer Station Supervisor Chris Scott wished to thank Road Agent Jeff Hastings for fixing the door on one of the 50 yard trash containers. He said he did a very professional job and it helped him out tremendously.

Approved

➤ Town Administrator Report:

- December was a busy month with work on the budget and town meeting preparation. The office was quite busy with updating the hang tags for the transfer station. Two building permits and one application for general assistance were processed.
- White met with the town's new monitor from the NH Department of Revenue Administration's Municipal and Property Division and provided him with how things stood with assessing. This was the first time she had been contacted by them since Greg Hyen retired in April 2016.
- Selectman Jones and White delivered the food donations to the Newport Food Pantry on December 21, 2016 which equated to three full grocery carts of food. The Food pantry was extremely thankful as the prior day they had supplied over 28 families with food.

- Town Meeting:

Declarations for candidacy start Wednesday, January 25, 2017 and end on Friday, February 3, 2017. Pursuant to RSA 669:19; RSA 652:20, the Town Clerk/Tax Collector's office will be open until 5:00pm on Friday, February 3, 2017.

Budget Hearing – February 8, 2017

Second Budget Hearing (if needed) – February 15, 2017

Town Meeting is March 14, 2017; Polls open from 10:00am – 7:00pm. Deliberative session will start at 5:00pm.

White requested the Selectmen's Report and Dedication for the annual Town Report.

- Upcoming Meetings:

- The Conservation Commission meeting is scheduled on Monday, January 16, 2017 at 7:00pm.
- The Selectmen meeting (work) is scheduled on Wednesday, January 18, 2017 at 8:00am.
- The Master Plan Committee meeting is scheduled on Monday, January 23, 2017 at 1:00pm.
- The Selectmen meeting (regular) is scheduled on Wednesday, January 25, 2017 at 5:00pm.
- The Zoning Board meeting scheduled on Thursday, January 26, 2017 at 7:00pm has been CANCELLED.
- The Master Plan Committee meeting is scheduled on Monday, January 30, 2017 at 1:00pm.

Approved

- The Planning Board meeting is scheduled on Thursday, February 2, 2017 at 7:00pm.
- White stated that Fire Chief Fountain requested a meeting with the board with Burlington Communications and Hanover Dispatch to discuss communication issues. The Board decided to try for the February 22, 2017 meeting. White will find out if all parties can attend that meeting.
- White stated she received an email from the Energy Committee asking if the Board was ready to prepare an RFP for the solar proposal for Town Hall. White did some research and said this would have to go before the voters at Town Meeting. There was discussion and the Board said they did not want to rush into a decision and thought it important to have public input. They talked about requesting authority to investigate this matter at Town Meeting.

NON-PUBLIC

In accordance with RSA 91-A:3 section II-e, a motion was made by Selectman Brown, and seconded by Selectman Jones to enter into a Non-Public session at 5:24pm. 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 Sheridan Brown;	Yes
	Selectman Constance Jones;	Yes

*A motion to leave Non-Public session and return to Public Session at 5:32pm was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.***

In accordance with RSA 91-A:3 section II-b, a motion was made by Selectman Jones, and seconded by Selectman Brown to enter into a Non-Public session at 5:32pm. 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 Sheridan Brown;	Yes
	Selectman Constance Jones;	Yes

*A motion to leave Non-Public session and return to Public Session at 5:43pm was made by Selectman Jones; seconded by Selectman Brown. **Unanimously approved.***

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones, and seconded by Selectman Brown to enter into a Non-Public session at 5:44pm. Present were: Chairman Warren Kimball; Selectman Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Police Sergeant John Parsons

Approved

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

*A motion to leave Non-Public session and return to Public Session at 6:09pm was made by Selectman Brown; seconded by Selectman Jones. **Unanimously approved.***

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 Chairman Kimball; ***by unanimous vote, the Board adjourned at 6:00pm.***

The next Selectmen's Meeting will be held on **Wednesday, January 18, 2017** 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