

Approved

Town of Grantham Board of Selectmen Meeting Minutes October 25, 2017

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 25, 2017 by Chairman Sheridan Brown. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Chairman Sheridan Brown; Selectman Warren Kimball; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief John Parsons; and Deputy Fire Chief David Beckley

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 minutes of October 11, 2017 as written was made by Selectman Kimball; seconded by Selectman Jones. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #518
2. Accounts Payable Manifest #568
3. Reclamation Fund Reimbursement to the General Fund - \$1,035.75
4. Appointments to the Recreation Park Committee
5. Building Permits:
 - a. M/L 216-032-000; 33 Draper Road – Bathroom & Changing Room Facility
 - b. M/L 225-066-000; 15 Wedgewood Drive – Half Bath
 - c. M/L 216-156-000; 32 Old Spring Drive – Shed
 - d. M/L 215-181-000; 14 Bright Slope Way – Propane Stove
 - e. M/L 233-026-000; 120 Route 10 South – Remodel
 - f. M/L 215-009-037; 837 Cove Drive - Generator
6. Correspondence:
 - a. John Eylander, Chair, Grantham School Board: A letter was received from John Eylander, Chair of the Grantham School Board, expressing his appreciation on behalf of the School Board and the Gale Schmidt Outdoor Classroom Committee for the work Road Agent Jeff Hastings and Assistant Road Agent Brian Hastings did to carve out a ramp down the hill for the outdoor classroom. He also thanked Town Administrator Melissa White for supporting this project.
 - b. Southwestern Community Services: A letter was received from Southwestern Community Services asking the Town to help get the word out about the WIC (Women, Infants and Children) and CSF (Commodity Supplemental Food) Programs. The WIC Program serves pregnant women, new moms, babies and children up to the age of five. A woman or child with current NH Medicaid

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coverage is automatically eligible for WIC. The CSFP Program serves seniors age 60 and older.

To apply for WIC, participants should call 1-800-529-0005 x 4234 or 603-719-4234.

Visit www.scshehelps.org to find out more about all of the programs and services offered.

c. Sullivan County Manager: The Sullivan County Treasurer's Warrant for the collection of property taxes payable to the county was received. The County taxes total \$13,474,253.00. The portion due from Grantham is \$1,414,722.00.

d. Sara Lang, Library Trustee: A resignation letter was received from Sara Lang, Library Trustee.

e. New Hampshire Wetlands Bureau: NH Department of Transportation, Bureau of Bridge Maintenance submitted a copy of a Wetlands Permit Application for the rehabilitation of their bridge on NH Route 114 over the Stocker Pond Outlet.

With regard to item number 4 above, Chairman Brown would like to move forward with the appointment of Jeremy Bachelder as a member of the Recreation Park Committee and pull the other appointment to be discussed in Non-Public.

A motion to remove the appointment referred to above in item number 4 of the Consent Calendar and move for adoption of the remaining items on the Consent Calendar was made by Selectman Kimball; seconded by Selectman Jones. **Unanimously approved.**

OLD BUSINESS

Comcast Cable Agreement: Chairman Brown said he has the draft letter to Comcast almost finished and will email it to the office tomorrow.

NEW BUSINESS

Lebanon Ambulance – September Report: 19 calls for service; 13 were transported.

Police Department – September Report: The Scarecrows are back! Chief Parsons extended a thank you to everyone who helped make this happen.

The Police Department was busy with training during the month of September.

Chief Parsons and Officers Gamble, Cameron, and Julian successfully completed the Health Care Provider CPR and AED training sponsored by Upper Valley Educators and instructed by Andrew White.

Sergeant Cunningham and Officer Cameron attended a Firearms Simulator training sponsored by Primex and held at Hanover Police Department.

Officer Cameron completed a two day Advanced Report Writing course at NHPSTC.

Approved

Sergeant Cunningham attended an update for NH LESO (Law Enforcement Support Office) annual certification on September 20, 2017. The Department is now enrolled in this program and can requisition items from the program.

Officer Schwartz attended a Forensic Psychology course at NHPSTC on September 20, 2017.

Grantham Village School is back in session and the Department is looking forward to providing a safe evening of trick-or-treating for our little goblins.

Town Administrator: An invitation to a retirement celebration for Maren Ardell was received. The celebration is Thursday, November 16, 2017 from 5:00 – 6:00 at the Grantham Village School. RSVP's must be received by November 3, 2017.

An invitation was received to a Reception for Superintendent Sydney Leggett on Thursday, November 9, 2017 from 5:00 - 6:00 at the Grantham Village School Café. Leggett will present the current goals and future plans for the School District.

White shared several positive responses to the Lost Grantham Owl Plea put out by Chairman Brown.

Chairman Brown added the following good news item: The Valley News picked up the Town's email on the lost owl and put it on their website; Missing Pets of the Upper Valley picked that up and the person who hit the owl saw it on the Missing Pets of the Upper Valley website and contacted him anonymously. He stated that is fine because we now know the location where the owl belongs. Brown stated the owl needs a few more tests and is almost ready to be returned to its territory. He said when that happens, they will shoot some video and give an update. He stated that it was nice to see the responses to the plea for help and commented that it makes you feel good about the Town.

White provided the Selectmen with a copy of the Request for Sealed Bids Advertisement for the F-350 Dump Truck. A motion to move forward with the Request for Sealed Bids for the F-350 Dump Truck was made by Selectman Kimball; seconded by Selectman Jones.

Unanimously approved.

Selectman Jones asked if everything was all set for the election on November 7, 2017 as far as signs and who is putting them up, food, etc. White said she will follow up with Town Clerk/Tax Collector Ken Story.

Chairman Brown asked if everything was ready for Trick-or-Treat on Halloween and if volunteers are needed to decorate the building. White said she could use some help. Chairman Brown and Selectman Kimball volunteered to help. Costumes were also discussed.

NON-PUBLIC

In accordance with RSA 91-A:3 section II-a, a motion was made by Selectman Kimball and seconded by Selectman Jones to enter into a Non-Public session at 5:20pm. Present were: Chairman Sheridan Brown; Selectman Warren Kimball; Selectman Constance Jones; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

Approved

A motion to leave Non-Public session and return to Public Session at 6:25pm was made by Selectman Jones; seconded by Selectman Kimball. **Unanimously approved.**

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

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones and seconded by Selectman Kimball to enter into a Non-Public session at 6:26pm. Present were: Chairman Sheridan Brown; Selectman Warren Kimball; Selectman Constance Jones; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

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

A motion to leave Non-Public session and return to Public Session at 6:37pm was made by Selectman Jones; seconded by Selectman Kimball. **Unanimously approved.**

In accordance with RSA 91-A:3 section II-e, a motion was made by Selectman Jones and seconded by Selectman Kimball to enter into a Non-Public session at 6:37pm. Present were: Chairman Sheridan Brown; Selectman Warren Kimball; Selectman Constance Jones; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

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

A motion to leave Non-Public session and return to Public Session at 6:38pm was made by Selectman Jones; seconded by Selectman Kimball. **Unanimously approved.**

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

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Kimball; *by unanimous vote, the Board adjourned at 6:45pm.*

The next Selectmen's Meeting will be held on **Wednesday, November 8, 2017** 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