

Approved

Town of Grantham
Board of Selectmen Meeting Minutes
December 13, 2017

The meeting of the Board of Selectmen was called to order at 5:00PM on Monday, December 13, 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; Police Chief, John Parsons; and resident C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White.

APPROVAL OF MINUTES

A motion was made by Selectman Jones to approve the budget work session minutes of November 13, 2017 as written; seconded by Selectman Kimball. *Approved by majority vote.*

A motion was made by Selectman Kimball to approve the regular and non-public minutes of November 20, 2017 as written; seconded by Selectman Jones. *Unanimously approved.*

CONSENT CALENDAR

1. Payroll Manifest #521
2. Accounts Payable Manifest #572/611
3. Appointment to the Planning Board - Alternate Member – C. Peter James
4. Appointment to the Capital Improvement Projects Committee – Raymond Miner
5. Shoreline Protection Cutting Plan: M/L 215-112-000; 21 Granite Way
6. Building Permits:
 - a. M/L 215-009-028; 828 Covered Bridge Lane – Deck expansion/door and window repairs
 - b. M/L 232-001-000; 36 Grey Ledges – Remove pool house
 - c. M/L 221-061-002; 382 Burpee Hill Road – Shed
 - d. M/L 216-116-000; 7 Old Spring Drive – Remodel kitchen
7. Property Tax Abatements (due to overpayment)
 - a. Deborah Roberts - M/L 235-027-000; Woodland Heights - \$232.42
 - b. Deborah Roberts - M/L 235-028-000; Springfield Town Line - \$71.95
8. Correspondence:
 - a. Susanna Schweizer: A letter was received from Susanna Schweizer informing of her resignation from the position of Town Moderator. Administrator White provided the Selectmen with a memo and informed that pursuant to RSA 669:62 the Supervisors of the Checklist are responsible for filling the vacancy and has appointed Lorie McClory to fill the vacancy until March 2018.
 - b. NH Department of Revenue Administration (DRA): A letter was received from the NH DRA informing that the 2017 Equalization Rate is 97.1%.

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Selectman Kimball requested the removal of item #6-b from the Consent Calendar for further discussion. A motion was made by Selectman Jones to move for adoption the remaining items of the Consent Calendar; seconded by Selectman Kimball. *Unanimously approved.*

Further discussion of Consent Calendar item #6-b; building permit application for M/L 232-001-000; 36 Grey Ledges, for removal of the pool house: Selectman Kimball informed that this application is for the demolition of a historical building and provided the board members with information that indicated the owner was required to restore it. Selectman Jones said the reason Grey Ledges Association wants to demolish it is because they are unable to insure it due to the unsafe condition of the structure.

Chairman Brown recapped the details of the news articles from 1988 that stated in November 1987 the Planning Board approved the condominium project with the stipulation the house be restored; July 7, 1988 the developer requested approval to remove the house which was granted by the Planning Board initially but two month later rescinded by the Planning Board. Brown felt that, unless there has been something subsequent to that, the obligation to restore the house remains. Kimball agreed.

Brown asked if the Planning Board record had been thoroughly reviewed. White said no.

Brown recommended reviewing the November 1987 Planning Board Site Plan Approval for Grey Ledges Condominium project, the Planning Board minutes of July 7, 1988, August 4, 1988 and September 1, 1988 and any other Planning Board minutes that make reference to the Grey Ledges project. Depending on what information is contained in those documents, then perhaps forward them to Town Counsel for an opinion on the status of the condition to restore the house is.

Brown felt that if someone agrees preserve a building as part of an approval and then doesn't take care of it, the fact that it's now in disrepair doesn't absolve one of that responsibility.

A motion was made by Selectman Kimball to table the building permit application for M/L 232-001-000; 36 Grey Ledges, until the next regular meeting on January 10, 2018; seconded by Selectman Jones. *Unanimously approved.*

OLD BUSINESS

Comcast Cable Agreement: Chairman Brown suggested including a non-binding article on the Town Meeting Warrant for discussion on the agreement Comcast has proposed. Jones and Kimball agreed.

NEW BUSINESS

Conservation Commission: The Sherwood Forest annual monitoring report was reviewed. Chairman Brown explained that the Commission conducts an annual review of the forest as a condition of the funding the town received for the easement of the property. The report was sent to the NH Office of Energy and Planning with notations of the violation of the conservation easement which pertain to restricting access as well as signs stating trails are closed long after the logging has been completed.

Lebanon Ambulance – November Report: Nine (9) calls for service; four (4) were transported. Chief Parsons stated there had been two incidents recently where New London Ambulance Service (NLAS) responded mutual aid for Lebanon. Parsons explained that this was due to multiple calls Lebanon was already responding to when the Grantham calls were received. Administrator White stated that NLAS has requested mutual aid from Lebanon Ambulance for medical calls in towns that they (NLAS) serve as well as requests for paramedic intercepts.

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Police Department – November Report:

On November 3rd, Officer Cameron successfully completed his three day Field Training Officer Program (FTO) certification at NHPSTC. Administrator White asked if all full-time officers are now FTO's and Parsons said yes.

On November 2nd – 3rd, Officer Julian attended Behavior Detection training for Law Enforcement that was sponsored by the Transportation Security Administration with Instructor Michael Silata.

On November 22nd, the Department completed the required MDT/SPOTS recertification at Newport Police Department.

A thank you was received from Shawn Picket, Principal of Woodstock, Vermont Elementary School for all of the hard work Chief Parsons did regarding the three children he was helping Mr. Picket with. Mr. Picket said the children are now living in Vermont and doing well, including being fed and clothed appropriately.

Town Clerk/Tax Collector – An update was received from Town Clerk/Tax Collector Ken Story regarding a Right-To-Know request he received from Perkins Coie, a Washington, DC law firm. The request was for specific types of documents all relating to the recent passage of Senate Bill 3 (SB3).

Transfer Station – October Report:

Solid Waste - 7 runs; total tonnage of 84.15 tons

Construction Demolition Debris - 11 runs; total tonnage of 57.32 tons

Freon - 156 units with an expense of \$1,248.00

Cardboard - 1 load; total tonnage of 22.81 tons – Total revenue of \$2,053.13

Light Iron - 2 loads; total tonnage of 8.5803 tons – Total revenue of \$943.83

Tin Cans - 1 load; total tonnage of 1.92 tons – Total revenue \$167.01

Brush - 1 load; total tonnage of 3.31 tons

Glass - 1 load; total tonnage of 7.31 tons – Total expense of \$219.30

Fibers - Mixed Loose - (Paper) - 2 Loads; total tonnage 7.94 tons

Revenue \$0.00

Expense \$988.96

The paper market has fallen, where last month we received recycling revenue of \$12.50 per ton and now there is an expense of \$17.50 per ton. Recycling paper is still cheaper than throwing it in the waste stream which currently costs \$87.55 per ton.

Comingle - w/o glass - (Plastic) 2 loads; total tonnage of 2.64 tons

Revenue \$0.00

Expense \$165

Approved

Total Tonnage of Material taken away 195.9799 tons
Tickets collected at Transfer Station \$2,845

Total Revenue from recycling \$3,163.97
Total Expenses from recycling \$2,621.26
Net Revenue from recycling \$542.71

Town Administrator:

White stated she received a request from the Library Trustees to appoint Aaron Jenkyn to fill the vacancy of Sara Lang. A motion was made by Selectman Jones to appoint Aaron Jenkyn as a Library Trustee until March 2018; seconded by Selectman Kimball. *Unanimously approved.*

White stated the Energy Committee has informed her that there are other solar options available for town buildings if the Board is interested in pursuing that. White said she spoke with Kevin Davis of Norwich Technologies and the best option is still entering into a purchase power agreement (PPA) because there are not any out-of-pocket costs. The solar arrays can be located anywhere Eversource provides service; the solar panels do not have to be erected on the property of town hall.

Brown felt it was worth exploring, especially if provides the town with the option of using renewable energy and reducing our energy costs. Kimball and Jones agreed. White will have Norwich Technologies prepare a proposal for the January 10, 2018 board meeting.

November Report: The month of November was busy preparing the budget for FY2019. Other highlights from the month include:

- The Special Election was held on November 7th with over 700 votes cast.
- The 2017 tax rate was set with Grantham at \$23.72 and the Village District of Eastman at \$25.33.
- I prepared and sent the Preliminary Damage Assessment Reports to HSEM for the October 29-30 wind and rain storm event. It is unknown at this time if Grantham will receive any reimbursement from FEMA for the costs we incurred from this event.
- Thank you to Office Assistant Martha Norris for delivering the food donations to the Newport Food Pantry on November 22. It yielded three large grocery carts of food.
- I received a call from resident Beverly Marshall who expressed her gratitude to the staff at the Transfer Station. She said they all are “so sweet and helpful” and that we are lucky to have them.
- A thank you was received from Bob Fagga to all who assisted in the birth of his baby, Norah, on I-89 at mile marker 43 on November 30th. Fire department members that responded were Brandon Mason, Ryan Avery, Jeremy LaBombard, and David Beckley. Mr. Fagga said all are doing well.
- The office also processed: 4 building permit applications, 5 Planning Board applications, and 8 property transfers. One inquiry regarding the Veterans Tax Credit was received.

Holidays/Town Office Closures:

- Christmas Break: Monday & Tuesday, 12/25 & 12/26
- New Year’s Day: Monday, January 1, 2018
- Martin Luther King Day: Monday, January 15, 2018

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Selectmen's Report: Nikki Arsenault gave her notice effective December 31, 2017. She is the Clerk of the Planning Board and the Conservation Commission and had been helping with some Activities functions in the absence of an Activities Director. Chairman Brown felt the Board should explore options as they revamp the coverage for the Selectmen's Office such as obtaining a machine to sell Transfer Station tickets, changing the hours of the office to include closing an extra day to allow for staff to focus on administrative work, and automating a few things like having Building Permits be filled out and submitted electronically. The other option relative to transcribing minutes is to look for a vendor that provides transcription service.

Upcoming meetings:

Planning Board Meeting	Thursday, January 11, 2018	7PM	JW Conference Room
Trustees of the Trust Funds	Tuesday, January 09, 2018	1PM	JW Conference Room
Selectmen Budget Work Session	Wednesday, January 10, 2018	1PM	JW Conference Room
Selectmen's Meeting (Regular)	Wednesday, January 10, 2018	5PM	JW Conference Room
Selectmen's Meeting (Work)	Wednesday, January 17, 2018	8AM	JW Conference Room
Selectmen's Meeting (Regular)	Wednesday, January 24, 2018	5PM	JW Conference Room
Zoning Board Meeting	Thursday, January 25, 2018	7PM	JW Conference Room
Planning Board Meeting	Thursday, February 01, 2018	7PM	JW Conference Room
Energy Committee Meeting	Tuesday, February 06, 2018	5PM	JW Conference Room
Conservation Commission Meeting	Tuesday, February 06, 2018	7PM	JW Conference Room
Budget Hearing	Wednesday, February 07, 2018	5PM	Lower Level
Trustees of the Trust Funds	Tuesday, February 13, 2018	1PM	JW Conference Room
Selectmen's Meeting (Regular)	Wednesday, February 14, 2018	5PM	JW Conference Room
Budget Hearing	Wednesday, February 21, 2018	5PM	JW Conference Room
Selectmen's Meeting (Regular)	Wednesday, February 28, 2018	5PM	JW Conference Room

Approved

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, seconded by Selectman Jones; *the Board voted unanimously to adjourn at 6:20PM.*

The next Selectmen's Meeting will be held on **Wednesday, December 20, 2017** at 9:00AM in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,

Melissa M. White
Town Administrator