

Approved

Town of Grantham Board of Selectmen Meeting Minutes May 9, 2018

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, May 9, 2018 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: Selectman Warren Kimball; Selectman Peter Garland; Selectman Constance Jones; Administrative Assistant Ann Jasper; Fire Chief Justin Hastings; Ernest Collier; and C. Peter James

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Administrative Assistant Ann Jasper.

APPROVAL OF MINUTES

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of April 25, 2018 as written; seconded by Chairman Kimball. **Approved by majority vote.**

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of May 2, 2018 as written; seconded by Selectman Garland. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifests #533
2. Accounts Payable Manifests #585
3. Energy Committee Appointment – Paula Bresnick
4. UVLSRPC's Transportation Advisory Committee Appointment – Jay M. Buckey
5. Notice of Intent to Cut Wood or Timber; Map 220, Lots, 028 & 031
6. Applications for Elderly Tax Exemption:
 - a. M/L 241-011-000; 77 Cote Road – Towle, Cynthia
 - b. M/L 213-079-000; 2 Hilltop Place – Graf, Lynwood & Irma
7. Building Permits:
 - a. M/L 249-020-000; 296 Olde Farms Road - Garage
 - b. M/L 226-031-000; 171 Rumbrook Lane – Solar Array
 - c. M/L 233-122-000; 204 Dunbar Hill Road – Electrical
 - d. M/L 235-027-002; 60 Woodland Heights – Replace Deck
 - e. M/L 236-015-000; 109 Lumber Lane – Electrical
 - f. M/L 215-061-024; 24 Bay Tree Lane – Replace Deck

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8. Correspondence:

- a. NH Department of Revenue Administration: Notice was received from the NH Department of Revenue Administration that the 2017 Total Equalized Valuation for Grantham is \$489,016,183.

Town Administrator Melissa White via Memorandum asked the Board to remove item 5 from the consent calendar to give her more time to determine the conditions of approval have been met; and to remove and deny items 6.a and 6.b from the Consent Calendar; 6.a due to exceeding the asset limit and 6.b due to the applicants not providing requested information.

Regarding item 5, Administrative Assistant Ann Jasper informed that she received a call from Rick Evans, NH DRA, Timber Division, with an answer to the question of how to verify that the logger is authorized to sign as Agent for the Maine LLC that owns the property. Evans said that the town should have a notarized document in the property file that shows who is authorized to sign as agent for the LLC. I told him we did not have that document. Evans said, in this case, he happens to know the logger is authorized to sign as Agent but we should have a notarized document in the property file showing that. He said the Board should go ahead and approve it pending receipt of that document.

A motion to approve item 5 with the condition that the Notice of Intent to Cut Wood or Timber is not released until a notarized document is received showing that Ted Tichy is authorized to sign as agent for Dillon Investments, LLC was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

A motion to remove and deny item 6.a from the Consent Calendar was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

A motion to remove and deny item 6.b from the Consent Calendar was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

A motion to approve the Consent Calendar with a condition on item 5 and without items 6.a and 6.b was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

CITIZEN COMMENTS

Resident and Alternate Planning Board Member, C. Peter James, stated that at a Planning Board meeting a couple months ago the ownership of certain land at Gray Ledges was questioned and it was suggested that the town owned some of the property. He said it is very confusing and goes back to when Gray Ledges was being developed and built. Chairman Kimball stated that the Selectmen are aware of the situation.

James, who was recently appointed as a Member of the CIP Committee, wondered who is responsible for getting the group together and asked if Town Administrator Melissa White could send an email to all the members to get a meeting set up. He stated that White told him she

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has several spreadsheets and some other things and said it would be nice if she would be at the first meeting to lead them along until they get started. Chairman Kimball agreed.

Resident Ernest Collier had a question on a building permit application he will be submitting. He said he bought Bouldervale Farm and is trying to bring it back to somewhat better condition. Presently, he is working on the long barn that follows Route 10. He gave the history of the barn as follows: It is actually two barns that were joined together; one was built in 1760 and the other in 1790 in Croydon. In the 1830's or 1840's both barns were moved to their current location and sat there separately for over 100 years until the Howard family joined the two buildings and that is why there is a hump in the roof, they were never meant to be as one. He said that they were two barns sitting next to each other that were 16' 9" apart. He brought in the State and historical people and said everyone has literally told him to tear them down because they are not safe. He stated that is not his goal; that he bought the property to try to preserve as much as he can within the abilities that he has. He informed that his first step would be to remove the 16' 9" section that joined the two buildings. That would leave him with the original two buildings that were there at one time. He was told by the people he brought in that one barn is in tougher shape than the other and they are not sure if it can be saved. He said he needs to get a demolition permit and doesn't know where he will be going with this project after that. He would like to straighten up the buildings and someday connect them back together again but there are too many unknowns at this point. He said every time he tries to fix something, it snowballs into a lot more problems. He said he knows the building permit application should be specific as to what is being done but he doesn't know how far he will be able to go until he gets into the project. He asked the Selectmen how they would like him to proceed. Chairman Kimball suggested that he write down the stages of the project in the order of what he hopes will happen and if he runs into problems, for example, if he couldn't save one of the barns, to come back in and talk with them. Collier thanked the Selectmen.

OLD BUSINESS

Comcast Cable Agreement: No update

Board of Selectmen Rules of Procedure: No update.

Stocker Brook Realty, LLC, et al v. Town of Grantham. See Town Administrator under "New Business".

NEW BUSINESS

Fire Department – April Report: Grantham Fire and EMS were called to 16 emergency incidents in the month of April. There were 12 calls for Fire/Rescue and 15 EMS calls of which Grantham EMS responded to 6.

Fire Department Responses for April:

- 4 – Tree in Roadway, no wires involved
- 1 – Tree in Roadway with wires involved

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1 – Chimney Fire
1 – Canceled enroute by PD faulty alarm
1 – Faulty smoke detector-Batteries
1 – Motor vehicle crash – No injury
1 – Animal Assist-Horse stuck between rocks
2 – Mutual Aid-Fire in pellet drum, Fire on the porch

Equipment: No reportable issues

Training: Four training sessions were completed:

- 04/10/2018 – Blood Borne Pathogens
- 04/17/2018 – Communication – Doug Hackett from Hanover Dispatch
- 04/22/2018 – Cold Water Rescue, practical session in Eastman
- 04/24/2018 – Maps and GPS

The transition process has been going well. Fire Chief Justin Hasting said his first month as Chief has gone better than he could have imagined. With the help of former Chief, Jay Fountain, and the other officers, a lot of progress was made. They are looking forward to auto Extrication/Stabilization/Fire training in May and have started preparations for Old Home Day.

Chairman Kimball asked Chief Hastings how they approach a horse that is stuck between two rocks. Chief Hastings said that, luckily, the owner of the horse was there and then some neighbors came. He explained that the horse had fallen down on some rocks and got its head stuck underneath some more rocks so it was distressed and the owner of the horse actually calmed him so they wrapped some ropes around his back end and pulled him out and as soon as his head came out, he jumped right up and walked away so it was a good outcome.

Lebanon Ambulance – April Report: (18) calls for service; (11) were transported

Trustees of the Trust Funds – April Report: The Trustees of the Trust Funds Report for April was reviewed.

Town Administrator: On behalf of Administrator White, Jasper informed that the contracts for the Town Hall and Highway Garage Exterior Painting and Fire Department Improvements Project are almost complete and should be ready for signature at the May 16, 2018 meeting.

April is always a busier month due to the April 15th deadline for residents to apply for a property tax credit or exemption. Processing and review of these applications takes a considerable amount of time by the office staff.

Pursuant to the State of New Hampshire Assessment Review Program that began in 2003, we are required to verify every five years, that a recipient of an exemption or credit still qualifies to receive it. The Town's fourth cycle year for assessment review is 2018 so letters were sent out in April and the verification process is expected to be completed by mid-May.

Proposals were received for the exterior painting project and the Fire Department building improvement project.

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On April 24, 2018, Town Administrator White met with the FEMA representative for discussion on the October 29, 2017 – November 1, 2017 wind/rain event. This was the initial recovery scoping meeting. More meetings will be necessary to determine if the town is eligible for any reimbursement.

Land Purchase, 275 Route 10 South: Per the Purchase and Sales Agreement with Arnold Anderson, White reached out to NH DOT and NH DES and inquired about the feasibility of installing a vehicle bridge. Both agencies indicated that this would be a doable project. A site-walk has been scheduled with DES for May 16, 2018 at 8:30 AM.

During the month of April the office also processed: 7 Building Permit Applications, 3 Planning Board Applications, 6 Veteran's Tax Credit Applications, 5 Elderly Exemption Applications, 2 Solar Exemption Applications, 1 Notice of Intent to Excavate, 1 Notice of Intent to Cut Timber, 2 Yield Tax Warrants, 2 Land Use Change Tax Warrants and 18 property transfers.

Looking ahead:

- May 21, 2018: The Transfer Station will be closed for annual training
- June 2, 2018: Town-Wide Yard Sale

Holidays/Town Office Closures:

- Memorial Day: Monday, May 28, 2018
- July 4th: Wednesday, July 4, 2018
- Labor Day: Monday, September 3, 2018
- Columbus Day: Monday, October 8, 2018
- Veteran's Day (Observed): Monday, November 12, 2018
- Thanksgiving Break: Close at noon, Wednesday November 21 - 23, 2018
- Christmas Break: Monday and Tuesday, December 24 & 25, 2018

Upcoming meetings:

Board/Committee	Date	Time	Place
Energy Committee Meeting	Monday, May 7, 2018	5PM	JW Conference Room
Conservation Commission Meeting	Monday, May 7, 2018	7PM	JW Conference Room
Trustees of the Trust Funds Meeting	Tuesday, May 8, 2018	1PM	JW Conference Room
Selectmen's Meeting (Regular)	Wednesday, May 9, 2018	5PM	JW Conference Room
Energy Committee Meeting	Wednesday, May 14, 2018	5PM	JW Conference Room
Selectmen's Meeting (Work)	Wednesday, May 16, 2018	8:30AM	Site visit at 275 Route 10 South; then resume in JW Conference Room

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Library Trustees Meeting	Monday, May 21, 2018	5:15PM	Dunbar Free Library
Selectmen's Meeting (Regular)	Wednesday, May 23, 2018	5PM	JW Conference Room
Zoning Board Meeting	Thursday, May 24, 2018	7PM	JW Conference Room

A revised bid in the amount of \$80,272.00 to include spray foam insulation for the Fire Department Building Improvements Project was received from High Meadow Builders LLC.

A motion to accept the revised bid from High Meadow Builders LLC in the amount of \$80,272.00 to include spray foam insulation for the Fire Department Building improvements Project was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

The NH Municipal Lawyers Association & NH Municipal Association will be presenting a workshop: The First Amendment: Elections, Signs, & More on May 17, 2018 from 1:00pm to 4:15pm at the NHMA offices in Concord. If any of the Selectmen wish to go, please let Town Administrator White know and she will sign you up.

UVLSRPC will be holding its 2018 Annual Meeting & Dinner on Tuesday, June 19, 2018 from 5:00pm to 8:00pm at Dowd's Country Inn, Lyme, NH. Please let White know if you wish to go.

A copy of properties that will be up for tax deeding this year (on the 2015 tax levy) were given to the Selectmen from Town Clerk/Tax Collector Ken Story. Story informed that the deeding date will be June 13, 2018 and if the Board does not want to accept the tax collector's deed, he will need a waiver before then. He will keep the Board updated on any balances that may be paid before the June 13, 2018 deadline. The Selectmen will review the list and discuss at the next Selectmen's meeting.

Town Counsel filed an Answer to the Appeal in the matter of Stocker Brook Realty, LLC and G. H. Evarts & Co., Inc. v. Town of Grantham. As of this date, the Merits Hearing has not been rescheduled.

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Garland and seconded by Selectman Jones to enter into a Non-Public session at 5:55pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; and Administrative Assistant Ann Jasper

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

A motion to leave Non-Public session and return to Public Session at 6:00pm was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

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

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In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 6:00pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; and Administrative Assistant Ann Jasper

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

A motion to leave Non-Public session and return to Public Session at 6:08pm was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

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

ADJOURNMENT

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

The next Selectmen's Meeting will be held on **Wednesday, May 16, 2018** at 8:30am; 275 Route 10 South (site walk with NH DES) then return to the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant