

Approved

Town of Grantham Board of Selectmen Meeting Minutes June 13, 2018

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, June 13, 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 Constance Jones; Selectman Peter Garland;
Town Administrator Melissa White; Police Chief John Parsons; Fire Chief Justin Hastings;
and 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 regular meeting minutes of April 19, 2018 as written; seconded by Selectman Garland. **Unanimously approved.**

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of May 16, 2018 as written; seconded by Selectman Jones. **Unanimously approved.**

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of May 23, 2018 as written; seconded by Selectman Garland. **Unanimously approved.**

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of May 29, 2018 as written; seconded by Selectman Jones. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #535
2. Accounts Payable Manifest #587
3. Extension to Purchase and Sale Agreement
4. Plodzik & Sanderson – Auditing Services for FY2018
5. H.B. Logging LLC Agreement
6. Meadowsend Consulting Co. Forestry Services Agreement
7. State of New Hampshire Surplus Agreement
8. \$100 Refund Request for Melissa White
9. Forest Fire Warden Appointment:
 - a. Justin Hastings
10. Deputy Forest Fire Warden Appointments:
 - a. Jeremiah J. Fountain
 - b. Lori L. Avery

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11. 2019 Forest Fire Deputy Warden Reappointments:
 - a. David Beckley
 - b. Cory Howarth
 - c. Brandon Mason
12. Shoreline Protection Cutting Plan:
 - a. M/L 215-055-000; 436 Road Round the Lake
13. 2017 Abatements:
 - a. M/L 225-198-000; 79 Greensward Drive
 - b. M/L 233-027-000; 84 Route 10 South
 - c. M/L 225-259-000; 3 Fairway Drive
 - d. M/L 234-018-000; 11 Greensward Drive
 - e. M/L 225-229-000; 91 Greensward Drive
 - f. M/L 238-018-000; 42 Brookside Drive
 - g. M/L 214-073-000; 16 Wildwood Drive
14. Building Permits:
 - a. M/L 215-026-000; 5 Knob Hill – Master Bedroom & Bath Remodel
 - b. M/L 236-026-001; Stocker Pond Road – New Home Construction
 - c. M/L 213-065-000; 17 Beaver Fells Glen – Replace Gas Fireplace Insert
 - d. M/L 235-027-001; 1234 Route 114 – Canopy Cover over Walkway
 - e. M/L 285-020-000; 447 Burpee Hill – Garage
 - f. M/L 220-032-000; 486 Walker Road – Solar Array
 - g. M/L 220-036-000; 346 Walker Road - Deck
15. Correspondence:
 - a. Municipal Resources, Inc.; Municipal Technology Systems: A letter was received from Municipal Resources, Inc. introducing Municipal Technology Systems, a new venture to offer small to mid-size New Hampshire communities an affordable, fully integrated financial management system designed to meet the unique operational and compliance needs of NH municipal governments.
 - b. Nancy Crocker, Grantham Garden Chair: A thank you letter was received from Nancy Crocker for the use of Town Hall for the Scholarship Program.
 - c. State of New Hampshire Department of Revenue Administration: Notice was received from the NH Department of Revenue Administration that a Public Hearing will be held on June 25, 2018 at 10:00am regarding “Telecommunication Pole and Conduit Valuation, RSA 72:8-c and Rev 612.01”.

Town Administrator White asked the Board to remove item number 3 from the Consent Calendar for further discussion. A motion to remove item number 3 from the Consent Calendar was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

White explained that she did not realize Town Counsel listed her on the Extension to Purchase and Sale Agreement as Duly Authorized to sign on behalf of the Selectmen and said if the Board is okay with her signing on their behalf, it would extend the Purchase and Sales Agreement with Andy Anderson until July 10, 2018. A motion to authorize Town Administrator Melissa White to sign the Extension to Purchase and Sales Agreement that was listed as item number 3 on the Consent Calendar was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

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A motion to approve the Consent Calendar without item 3 was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

CITIZEN COMMENTS

CIP Committee Member C. Peter James informed that he emailed the other members of the CIP Committee and a tentative date for their first meeting has been set for July 10, 2018 at 6:30pm. He then spoke with Martha in the Selectmen's office who confirmed that the Jerry Whitney Memorial Conference Room was available. He said that this will be an organizational meeting to decide where they are going and what needs to be done.

James said he wondered if the problems with the Fire Department building are because it might have been built on filled land. He asked if they should be considering some sort of stabilization for the earth underneath it. Fire Chief Justin Hastings said he has some concerns with that. White said former Fire Chief Jay Fountain connected with Engineer Peter Blakeman at one time to look at the problem and asked Chief Hastings if he has that report at the Fire Department. Hastings said he has not seen it but will spend some time looking for it. White said it's possible that it could have been something that Blakeman verbally relayed to Fountain. Hastings said he will ask Fountain. He also said that, when the repairs that are currently being done are complete, he will ask the guys working the repairs what they think.

OLD BUSINESS

Comcast Cable Agreement: No new information.

Board of Selectmen Rules of Procedure: White made the changes previously discussed and reviewed them with the Board. A Motion to accept the revisions to the Board of Selectmen Rules of Procedure was made by Selectman Jones; seconded by Selectman Garland.

Unanimously approved.

Stocker Brook Realty, LLC, et al v. Town of Grantham: No new information regarding the court case, however, White reported that she received an email from Linda Bohrer requesting that it be passed on to the Selectmen. Bohrer stated that she has been listening to 12 hours of back up beepers at the mill, etc. and demanded that the saw mill be required to install white noise beepers on all vehicles and to erect tall effective noise barriers around the road facing the property. The Selectmen, while sympathetic, emphasized that there is nothing they can do because it is in litigation.

M/L 220-028-000 & 220-031-000 Logging Operation Road Impacts: Chairman Kimball informed that he and Road Agent Jeff Hastings met with Ted Tichy, the Forester for Dillon Investments, LLC, at the property to be logged. He said Hastings suggested putting a new landing down on Hartshorn Road to prevent going from Stampers Corner to Hartshorn Road over the highway. Tichy said he was going to look at it. Chairman Kimball said they also discussed a few different options like posting a bond for damage to the road but because no other logger has been asked to post a bond, it didn't make sense to single him out. It is possible that the road may suffer some impact from the logging operation and Hastings will reorganize his plan for paving to wait until the logging operation has been completed.

Approved

NEW BUSINESS

Police Department –May Report: The Department attended several training courses during the month of May.

Officer Cameron and Officer Schwartz attended a Fraud Investigation course at the NHPSTC on May 14-16, 2018.

On May 21, 2018 and May 25, 2018, Sergeant Cunningham attended the 363rd Supervisor Leadership Institute for Law Enforcement Executives sponsored by FBI-LEEDA.

Chief Parsons attended Peer Review at the Lebanon CAC (Child Advocacy Center) on May 23, 2018; Counter Ambush Tactics for Law Enforcement with Sig Sauer Instructor, Carlson on May 29, 2018; and received his EMR Certification from the National Registry of Emergency Medical Technicians on May 24, 2018.

Chief Parsons, Sergeant Cunningham and Officers Cameron, Gamble and Julian completed an on-line course titled EMS in the Warm Zone Awareness sponsored by NH Homeland Security.

Chief Parsons received a thank you call from a resident for his response to a medical call.

The Department is currently in the process of applying for several grants that could potentially off-set monies appropriated at the March town meeting.

The Department thanks the Board of Selectmen and Administrator White for the employee luncheon that was held on May 14, 2018.

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

Town Administrator: Building Maintenance Manager Greg Stender brought the food donations to the Newport Food Pantry which yielded four large grocery carts of food.

White had three meetings with FEMA regarding the October 29 - November 1, 2017 wind/rain event to determine if the town is eligible for any reimbursement. After review, FEMA determined that Grantham did not meet the required threshold. White stated that the threshold for each category is \$3,140.00.

White has been communicating with the Administrative Assistant at the Sullivan County Commissioner's Office and the Commissioner's would like to meet with the Selectmen in the fall. White said they are looking at the October 10th or October 24th meeting and asked the Selectmen if they had any conflicts with either of those dates. The Selectmen stated that, at this point, they do not have a conflict.

White received a courtesy call from Richard Cook, NH Fish and Game, informing that they are looking to purchase land in Grantham at M/L 231-002-000, a 334 acre parcel owned by William B. Ruger, Jr. The parcel is on the Croydon town line with most of the land in Croydon.

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The total acreage is 1200 acres. The estimated loss of tax revenue to Grantham would be around \$400.00.

White came across an Intent to Cut Wood or Timber that was submitted on June 1, 2018 and never made it on to the Consent Calendar. The property is owned by Eastman Community Association and is on Clear Water Drive. The Board approved the Notice of Intent to Cut Wood or Timber.

Olde Home Day is almost here! Activities Director, Jamielynn Garland, has been hard at work planning and getting everything in place for a fun filled day.

White provided the Board with an updated Expense Report.

The Town Offices will be closed on Wednesday, July 4, 2018.

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 5:40pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; and Town Administrator Melissa White

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 6:32pm 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 Garland; seconded by Selectman Jones. **Unanimously approved.**

In accordance with RSA 91-A:3 section II-e, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 6:33pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; and Town Administrator Melissa White

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 6:37pm 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.**

Approved

ADJOURNMENT

There being no further business, Selectman Garland moved to adjourn, seconded by Selectman Jones; by unanimous vote, the Board adjourned at 6:37pm.

The next Selectmen's Meeting will be held on **Wednesday, June 27, 2018** 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