

Approved

Town of Grantham Board of Selectmen Meeting Minutes October 10, 2018

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 10, 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: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief John Parsons; Fire Chief Justin Hastings; Assistant Fire Chief Jay Fountain; CIP Committee Members Peter James and Ralph Beasley; and Attorney Sheridan Brown;

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 Comcast Cable Franchise Renewal Agreement Public Hearing minutes of September 12, 2018; seconded by Selectman Garland. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #544
2. Accounts Payable Manifest #648
3. 2018 Property Tax Refund Request - \$2,955.66
4. Building Permits:
 - a. M/L 227-029-001; 966 Dunbar Hill Road – Lean-to-Shed
 - b. M/L 236-025-000; 125 Stocker Pond Road - Generator
5. Correspondence:
 - a. State of New Hampshire Public Utilities Commission: Notice was received from the State of New Hampshire Public Utilities Commission that energy code administration was revised by recent legislation. On August 7, 2018, House Bill 1472 (HB 1472) regarding the state building code and its provisions for energy conservation in new building construction went into effect. HB 1472 repealed RSA 155-D, thereby transferring administration of the state energy code from the Public Utilities Commission to individual municipalities in New Hampshire, except in cases where a municipality does not have an adopted building code enforcement mechanism.
 - b. NH Lottery: The New Hampshire Lottery Commission sent a letter reaching out to towns that have not approved the sale of KENO 603 offering to answer questions or send a representative from the Lottery to appear before the Board if the town is interested in placing an article on the town warrant.

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- c. Upper Valley Lake Sunapee Regional Planning Commission 10/01/2018 E-Bulletin: The October 1, 2018 E-Bulletin was received from the Upper Valley Lake Sunapee Regional Planning Commission.

A motion to approve the Consent Calendar was made by Selectman Garland; seconded by Selectman Jones; ***Unanimously approved.***

PUBLIC HEARING - Pursuant to NH RSA 31:95-b, the Grantham Board of Selectmen will hold a public hearing on Wednesday, October 10, 2018 at 5:00 PM, in the Jerry Whitney Memorial Conference Room at the Grantham Town Hall, to advise of the receipt of a \$22,527 Emergency Management Performance Grant from the New Hampshire Department of Safety, Homeland Security and Emergency Management for the purchase of an Emergency Management Trailer and Electronic Sign Board. Persons unable to attend the meeting who wish to provide written commentary may do so by mailing a letter to the Grantham Board of Selectmen, 300 Route 10 South, Grantham, NH 03753.

At 5:05pm, Chairman Kimball opened the Public Hearing to advise of the receipt of a \$22,527 Emergency Management Performance Grant from the New Hampshire Department of Safety, Homeland Security and Emergency Management for the purchase of an Emergency Management Trailer and Electronic Sign Board.

The public hearing was kept open for the duration of the meeting. There were no citizen comments in opposition to said action.

At 5:50pm, The Town of Grantham Board of Selectmen, in a unanimous vote motioned by Selectman Jones and seconded by Selectman Garland, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$22,527.00 for the purchase of an emergency management trailer, traffic control equipment, and a portable electronic sign board. Furthermore, the Board acknowledges that the total cost of this project will be \$45,054.00, in which the town will be responsible for a 50% match (\$22,527.00).

CITIZEN COMMENTS

Resident Peter James asked what the correspondence from the State of New Hampshire Public Utilities Commission is about (on the Consent Calendar). Town Administrator White explained that the state building code and its provisions for energy conservation in new building construction went into effect on August 7, 2018 transferring administration of the state energy code from the Public Utilities Commission to individual municipalities in New Hampshire, except in cases where a municipality does not have an adopted building code enforcement mechanism.

OLD BUSINESS

Stocker Brook Realty, LLC, et al v. Town of Grantham: No new information.

Approved

NEW BUSINESS

Activities Department Overview 2018: Egg Hunt March 31, 2018 - This year the Egg Hunt was hosted at Town Hall as the field was still too wet from snow and rain. The Sun was shining and the colored eggs made it feel like spring. There were 125 children in attendance and the new Easter bunny costume was a big hit.

Town Wide Yard Sale June 9, 2018 – There was a great turnout with over 20 tables at Town Hall and 30 plus homes throughout Grantham. There was a registration form this year which seemed to help with organization. The only complaint was that some homes did not open as they said they would. There were 125 maps passed out and it was available online.

Mother/Son Event – Cancelled due to lack of registration - will try again next year.

Old Home Day July 4, 2018 – Hot, Hot, Hot! Let's just start there. Additional tents, tables and chairs were added which was perfect as shade was greatly appreciated by all. The day started off with one of the biggest parades so far. Thank you to the Fire Department, local businesses, patrons and Carz Club for being a part of it. Following the parade, the recreation field was full of food and music by the Cruisers. Mime Chris Yerlig entertained with his antics, along with games, bouncing houses, multiple vendors and community tables.

Music in the Meadow – If rain, it was moved to Town Hall.

July 17, 2018 – Fu Chunk. Weather was not our friend for the start of the season. There were 13 patrons.

July 24, 2018 – Blabpipe. Weather was not our friend again. There were 18 patrons.

July 31, 2018 – Steve, Marty and Joey. Weather was perfect with Pita Pizza truck and ice cream sodas. There were over 100 patrons.

August 7, 2018 – The Flames. Rain stopped just before 6:00pm. There were 13 patrons at the park.

August 14, 2018 – Old Hat. Rain, rain go away! There were 5 patrons.

August 21, 2018 – The Shana Stack Band. Pita Pizza truck and ice cream sodas. There were 80 patrons.

August 29, 2018 – Pita Pizza truck and ice cream sodas were a great way to end the season. There were 75 patrons.

Coming soon

Scarecrows by first week in October – 35 plus projected.

October 27, 2018 – Monster Mash. DJ Jim Hollis, Athletics will prepare a pasta dinner and new games and prizes.

Approved

October 28, 2018 – Light up the Park. Looking to beat the previous 50+ pumpkins.

December 1, 2018 – Breakfast with Santa. Garland family will donate pancakes and sausage. Rum Brook will donate juice, Dunkin Donuts coffee, hot chocolate and munchkins. Scouts doing craft with children and Len Angelli to be Santa.

December 2, 2018 – Tree Lighting with North Country Chordsman.

Looking to do some snowy events at the park as snow allows.

2018 CIP Committee Report: Peter James, CIP Committee Member, informed that he, Ralph Beardsley and Ray Miner met as the CIP Committee from July through September. Their goal is to provide a plan to ensure that capital equipment required by Grantham departments is purchased and replaced in a timely manner and in a manner that has stability in the funding from year to year so they can do their jobs efficiently and safely. He said they met with all department heads and used those interviews, data sheets that were provided and in some cases narratives that were provided to come up with their recommendations. The Committee prepared a spreadsheet with their recommendations for the Board.

James stated that one thing he would like to see changed is the way police cruisers are being purchased. He said he would like to see them purchased on a schedule for replacement and not leased. The Committee suggested purchasing a sedan in years one, two and three; in year four, place \$40,000 in a capital reserve fund and in year five replace the SUV. They thought the \$40,000 would cover the added cost of the SUV plus the cost to transfer or replace the special police equipment.

James pointed out that the Fire Department has the most expensive fleet of vehicles. He said Fire Chief Hastings and Former Chief Fountain presented a very workable schedule of additions to the capital reserve fund for replacing apparatus as needed. He said, fortunately, all apparatus is up to date and none are in need of replacement.

James informed that when the Committee met with Transfer Station Supervisor, Chris Scott, they asked him to have the roll off truck checked out when the inspection is done and the report said that the town should get another three to five years of good service before repairs become a problem. Based on that, the Committee recommended putting \$30,000 a year into a capital reserve fund to be in a position to purchase a replacement when the time comes as the anticipated cost is about \$200,000. James said they also discussed the containers (Dumpsters) with Scott which barely met the definition of "capital equipment" and felt that he should just replace them when needed for safety reasons.

Ralph Beardsley informed that they discussed purchasing a chipper for the Highway Department to deal with the brush and limbs from trimming and to help clean up after storms whereas now they rent a chipper. James added that if they had one, they could schedule their work when it needs to be done and not when the equipment is available. He continued that they also talked about purchasing a mini excavator which the Highway Department rents from time to time and he thought it was worth thinking about because it would extend the life of the backhoe by not having to use it for all the ditching as well as the loading of the trucks.

Approved

James asked the Board to please take into consideration the proposed amounts for capital reserve funds.

Chairman Kimball thanked the CIP Committee for all of their work.

Lebanon Ambulance – September Report: 12 calls for service; 6 were transported.

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

Town Administrator: The Selectmen reviewed and signed the warrant for the general election provided by Town Clerk/Tax Collector Ken Story.

A Land Use Change Tax bill was issued to Laura Wiltshire in July 2018 and she has filed an Abatement Application, which the Assessor is working on.

A Shoreline Protection Cutting Plan for M/L 215-110-000; 19 Granite Way, was inadvertently left out of the Consent Calendar. The Plan has been reviewed and recommended by the Grantham Conservation Committee. A motion to approve the Shoreline Protection Cutting Plan for M/L 215-110-000, 19 Granite Way, was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

Police Chief Parsons will be hosting the first Coffee with a Cop on Thursday, October 25, 2018 from 7:30am until 9:00am at Town Hall, lower level.

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Garland; by unanimous vote, the Board adjourned at 5:52pm.

The next Selectmen's Meeting will be held on **Wednesday, October 24, 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