

# Approved

## Town of Grantham Board of Selectmen Meeting Minutes November 14, 2018

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, November 14, 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; Attorney Sheridan Brown; and Keith Grohbrugge, Blue Mountain Snow Dusters

### **PLEDGE OF ALLEGIANCE**

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

### **APPROVAL OF MINUTES**

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of September 26, 2018; seconded by Selectman Jones. **Approved by majority vote.**

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of October 24, 2018; seconded by Chairman Kimball. **Approved by majority vote.**

### **CONSENT CALENDAR**

1. Payroll Manifest #546
2. Accounts Payable Manifest #610/650
3. 2018 Second Issue Property Tax Warrant
4. Land Use Change Tax Abatement Application: M/L 211-013-000; Miller Pond Road
5. Ambulance Service Agreement between City of Lebanon and Town of Grantham
6. 2018 Property Tax Refund Request; M/L 222-096-000 - \$2,589.73
7. Highway Safety Grant Agreement - \$3,979.00
8. Shoreline Protection Cutting Plans:
  - a. M/L 215-113-000; 27 Granite Way;
  - b. M/L 215-049-000; 424 Road Round The Lake
9. Building Permits:
  - a. M/L 235-013-000; 58 Brookridge Drive – Generator
  - b. M/L 220-051-000; 631 Olde Farms Road – Solar Array
  - c. M/L 220-057-000; 700 New Aldrich Road – Second Floor Remodel-Garage
  - d. M/L 211-011-000; 703 Miller Pond Road – Pave Driveway/Replace Generator
  - e. M/L 225-085-000; 65 Troon Drive – Solar Array
  - f. M/L 213-017-000; 51 Anderson Pond Road – Partial Kitchen Remodel
  - g. M/L 222-015-000; 9 Fernwood Lane – Kitchen Remodel
  - h. M/L 222-150-008; 20 Pleasant Drive – Remodel Dormer
  - i. M/L 222-136-000; 13 Alpine Vista – Generator

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- j. M/L 214-018-000; 23 Wildwood Drive – Generator
  - k. M/L 207-022-000; 2151 Route 10 North – Generator
10. Correspondence:
- a. NH Department of Transportation: A letter regarding Roadway Resurfacing in various locations in District 2 for CY 2018/ FY 2019 was received from the NH Department of Transportation.
  - b. NH Department of Environmental Services, Dam Bureau: A copy of a letter from the NH Department of Environmental Services, Dam Bureau, notifying the owners of Miller Pond Dam #D097010 that based on recent classification, the April 2017 LOD has officially been closed out.
  - c. NH Department of Environmental Services, Dam Bureau: A copy of a Letter of Deficiency from the NH Department of Environmental Services, Dam Bureau, to the owners of Miller Pond Dam #D097010 advising of the specific deficiencies to be remedied with deadlines was received.
  - d. NH Department of Environmental Services (M/L 237-023-000): A copy of a Letter of Closure for Letter of Deficiency #LRM 18-024 from the NH Department of Environmental Services to the owners of M/L 237-023-000 was received. The letter informed them that after conducting an inspection of the referenced property, it was determined that the accessory structure had been moved beyond the 50-Foot Waterfront Buffer, however, the fill within the 50-Foot Waterfront Buffer and spilling into floodplain wetland remained, however, NHDES will not be pursuing this further.
  - e. NH Department of Environmental Services, LRM File #2018-03129 (M/L 241-004-000): A copy of a Notice of Past Violation from the NH Department of Environmental Services to the owners of M/L 241-004-000 was received. The letter informed them that after conducting an inspection of the referenced property for alleged violations, it was determined that since all exposed areas have been properly loamed and seeded and there is no imminent threat of erosion or water quality violations, NHDES will take no further action relative to these issues at this time.
  - f. UVLSRPC E-Bulletin – November 1, 2018: The November 1, 2019 UVLSRPC E-Bulletin was received.

Town Administrator White requested that items 4 and 8.a. be removed from the Consent Calendar.

A motion to approve the Consent Calendar after the removal of items 4 and 8.a. was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

A motion to deny item 4 which is consistent with the Assessor's recommendation was made by Selectmen Jones; seconded by Selectman Garland. **Unanimously approved.**

## **CITIZEN COMMENTS**

Sheridan Brown stated that he was blown away and quipped that he felt somewhat betrayed that, after leaving the Board, the Selectmen brought out their A game for Halloween. He commented that it was spectacular and very nice work. Chairman Kimball said it was a group effort, however, Deputy Town Clerk/Tax Collector Penny Palmer was the force behind most of

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it. She took charge, organized and tasked everyone involved and the process went very smoothly.

## **APPOINTMENTS TO MEET WITH THE BOARD**

Keith Grohbrugge, Blue Mountain Snow Dusters: Keith Grohbrugge, President of the Snowmobile Club, said that he was here to seek approval from the Selectmen in preparation for some logging that will occur along the Croydon Turnpike. He explained that they are planning a re-route of snowmobile traffic up past Lilly Pond and they would like to spread some gravel and fill in some ditches up there to make grooming a little bit easier for the sled traffic that is going to head in that direction. He noted that the loggers are planning on running logging trucks from Chase Pond down toward four corners where Miller Pond Road comes up to intersect with the Croydon Turnpike. The Snowmobile Club is planning on trying to detour all the sled traffic up around Lilly Pond behind Chase Pond to kind of bypass where the logging operations are going to occur. Chairman Kimball asked Grohbrugge if this is a regular trail that they already have. Grohbrugge said it is a regular trail that they have and is one that they currently groom, but because of all the ruts, it requires a lot of snow for them to be able to smooth it out. They are trying to smooth the surface out a little bit before the season gets going. Chairman Kimball said it sounds like it is worthwhile and asked if anyone had any questions. Sheridan Brown asked if it was on town or private property. Grohbrugge said they are on Class VI roads. He said that regarding the trail that heads up to Lilly Pond, when he looked at the town tax map, part of it was labeled as Meriden Road and part of it was labeled as Old Grantham Mountain Road. He believed that is part of the Class VI roads that go through town. Brown stated that it needs to be clear that there is a third party doing this for their use, that the town is not maintaining a Class VI road.

Selectman Jones asked who is doing the logging. Grohbrugge replied that it is Jeremy Turner and he is working with the Conservation Commission.

## **OLD BUSINESS**

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

## **NEW BUSINESS**

Athletics Soccer 2018 Season Wrap Up: Overall, Soccer was a successful venture this year. Kindergarten and 1/2 grade teams finished the weekend of October 19/20 and enjoyed a season end with snacks and receiving a medal for participation. The 3/4 boys team participated in the NLOC Bob Andrew's Jamboree in early October.

5/6 girls and boys both finished their season on October 13<sup>th</sup> in a division tournament with both teams finishing in the B division based on W-L-T standings and both claiming a 2<sup>nd</sup> place position overall for the season.

Upon reviewing the survey shared with parents at the end of September (mid-season) 35 of 77 invitations responded (a reminder was sent on October 16<sup>th</sup>)

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50-60% of the responses were favorable for a very satisfied season. Understandably there was interest in playing against Lebanon, but newer parents are not aware of past history with other leagues. Also of concern was the opportunity for a photographer returning. Googins secured Barkdale Photography for the Basketball, Cheerleading and spring season of Baseball.

Googins said she was disappointed in the inability to garner interest in the concession this year. She will be considering a different approach for the next soccer season.

Fire Department – September Report: Grantham Fire and EMS were called to 16 emergency incidents in the month of September. There were 7 calls for Fire/Rescue and 12 EMS calls – of which Grantham EMS responded to 7.

Fire Department Responses for September:

Motor vehicle accident with no injury	1
Extrication, rescue, other	1
Vehicle accident, general cleanup	1
Steam, vapor, fog or dust thought to be smoke	1
Smoke detector activation due to malfunction	2
Detector activation, no fire – unintentional	1

Three training sessions were completed:

09/11/2018 – Burned shed for 9/11 demonstration.

Although September has come and gone, Chief Hastings will not soon forget the challenges. The building progress is well on its way. They spent a lot of time moving and shuffling and he has been pleased with the progress and looks forward to sharing it at the upcoming open house.

Lebanon Ambulance – October Report: 11 calls for service; 5 were transported.

Police Department – September Report: Chief Parsons is once again teaching the DARE program for the fifth grade classes at Grantham Village School.

Chief Parsons attended HazMat for Fire/EMS on October 23, 2018 at the Grantham Fire Department.

Department Secretary Judy DiPadova attended the 25<sup>th</sup> Annual NH LEAP Conference on October 16-18, 2018. Topics of training were Updates in the Law and other Topics of Interest with Kerry Steckowych, Goffstown PD, and Self-Care that Sustains Our Service to Others with Emily Read Daniels, M.Ed., MBA.

Officers Gamble and Cameron attended training for Landlords, Tenants and Police Response on October 24, 2018 at NHPSTC.

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The Department hosted the first Coffee with a Cop on October 25, 2018. A dozen residents attended and the idea seemed well received. A special thank you goes out to Vicki Jepsen for providing the munchables.

Grantham Police Department collected 25.2 lbs. of unused and unwanted prescription drugs on Drug Take Back Day. New Hampshire collected a total of 11,880 lbs. of unused and unwanted prescription drugs on the 16<sup>th</sup> National Drug Take Back Day held on October 27, 2018.

The Department was out in full force along with the Fire Department keeping our community safe and handing out glow sticks for the Halloween Trick or Treat Night.

## Transfer Station – September Report:

Solid Waste – 6 runs; 68.26 tons

Construction Demolition Debris – 10 runs; 44.19 tons

Aluminum and batteries – 1 load; 1.1 tons; Revenue: \$494.36

Light Iron – 1 load; 4.7321 tons; Revenue: \$520.53

Tires – 1 load; 530 tires; \$927.50 from the reclamation fund

Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons

Revenue: \$0.00

Expense: \$1,366.86

Comingle – w/o glass – (Plastic) – 2 loads; 2.64 tons

Revenue: \$0.00

Expense: \$237.60

Total Tonnage of Material taken away: 128.0121 tons

Tickets collected at Transfer Station: \$2,821.00

Total Revenue from recycling: \$1,014.89

Total Expenses from recycling: \$1,604.46

Net Expenses from recycling: \$589.57

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

## **NON-PUBLIC:**

In accordance with RSA 91-A:3 section II-a, a motion was made by Selectman Garland and seconded by Selectman Jones to enter into a Non-Public session at 5:12pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Jay Fountain.

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

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A motion to leave Non-Public session and return to Public Session at 5:18pm was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

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 5:18 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Sheridan Brown.

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 5:40pm 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.**

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 5:41 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Sheridan Brown.

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 5:55pm 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-d, a motion was made by Selectman Garland and seconded by Selectman Jones to enter into a Non-Public session at 5:56 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Sheridan Brown.

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 6:12pm was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

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

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 6:12 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; 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 6:22pm 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 Jones moved to adjourn, seconded by Selectman Garland; by unanimous vote, the Board adjourned at 6:23pm.

The next Selectmen's Meeting will be held on **Wednesday, November 28, 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