

Approved

Town of Grantham Board of Selectmen Meeting Minutes May 8, 2019

The meeting of the Board of Selectmen was called to order at 5:00 pm on Wednesday, May 8, 2019, 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; and 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 Garland to approve the regular meeting minutes of April 24, 2019; seconded by Chairman Kimball. **Approved by majority vote.**

CONSENT CALENDAR

1. Payroll Manifest #560
2. Accounts Payable Manifest #626/667
3. Reimbursement to Reclamation Fund - \$6,611.50
4. Planning Board Alternate Member Appointment:
 - a. Ralph D. Beasley
5. Application for Elderly Exemption:
 - a. M/L 221-062-000; 84 Nightingale Lane
 - b. M/L 226-024-000; 375 Route 10 North
6. Building Permits:
 - a. M/L 216-040-000; 143 Burpee Hill Road – Garage
 - b. M/L 233-122-000; 204 Dunbar Hill Road – Central Air
 - c. M/L 241-006-000; 119 Shedd Road – Solar Array
 - d. M/L 222-224-000; 15 Deer Run – Replace Decking; Add New Deck; Electrical
 - e. M/L 216-032-000; 33 Draper Road – Pavilion
 - f. M/L 215-061-028; 28 Bay Tree Lane – Replace Deck
 - g. M/L 234-100-000; 26 Greensward Drive – Maintenance Facility
7. Correspondence
 - a. COA Chapin Senior Center: A letter was received from COA Chapin Senior Center expressing appreciation to the Selectmen and the voters of Grantham for the 2019 Town Appropriation in the amount of \$3,900.00.

Approved

- b. West Central Behavioral Health: A letter was received from West Central Behavioral Health thanking the Town for its generous 2019 Town Appropriation in the amount of \$3,700.00.
- c. Cornish Planning Board: An Abutters Notice was received from the Cornish Planning Board notifying that Viridi Wireless, LLC has applied for site plan approval of a Proposed Wireless Communications Facility to be located on Map 16, Lot 60A.
- d. NH Department of Revenue Administration: Official notification of the Town's 2018 Total Equalized Valuations was received from the NH Department of Revenue Administration. The Town's 2018 Total Equalized Valuation *including* Utility Valuation and Railroad Monies Reimbursement is \$527,975,284. The Town's 2018 Total Equalized Valuation *not including* Utility Valuation and Railroad Monies Reimbursement is \$524,772,114.
- e. UVLSRPC E-Bulletin – May 2019: The UVLSRPC E-Bulletin for May 2019 was received.

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

CITIZEN COMMENTS:

Selectman Garland congratulated Chief Parsons for having Grantham noted as one of the safest small towns in the country. Chief Parsons said that Grantham was number 46 out of 100 and there were four towns in New Hampshire that made it on the list. The next New Hampshire town on the list after Grantham was in the 80's or 90's. Chairman Kimball also congratulated Chief Parsons and stated it is certainly an honor.

NEW BUSINESS

Police Department – March Report: The DARE Graduation occurred on March 4, 2019 at GVS. Twenty seven fifth graders successfully completed their 10 week course of instruction .

The Department members completed the following training during the months of March and April 2019:

Patrolman Schwartz:

03/06/2019 Older Adults with Behavioral Concerns at NHPSTC-Lt. Taylor, Instructor
04/04/2019 HGN/SFT Refresher at NHPSTC-Lt. O'Brien, Instructor

Patrolman Cameron:

06/06/2019 Older Adults with Behavioral Concerns at NHPSTC-Lt. Taylor, Instructor
03/19-03/21/19 The Reid Technique of Interviewing and Interrogation in Nashua NH – John E. Reid and Associates, Instructors
03/22/2019 Advanced Course on The Reid Technique of Interviewing and Interrogation in Nashua NH – John E. Reid and Associates, Instructors

Approved

Patrolman Gamble:

03/06/2019 Older Adults with Behavioral Concerns at NHPSTC-Lt. Taylor, Instructor
03/20/2019 EMS in the Warm Zone – RTF Concepts through NH DOS Division of Fire Standards and Training EMS
04/15-04/19/19 Supervisor's Course in Law Enforcement at NHPSTC-Lt. Hawkins, Instructor

Sgt. Cunningham:

03/20/2019 EMS in the Warm Zone – RTF Concepts through the NH DOS Division of fire Standards & Training

Chief Parsons:

03/20/2019 EMS in the Warm Zone Operations – RTF at Hanover Police Department
03/25/2019 DARE In-Service at the NHSP-NH Fire Academy
04/27-28/2019 2019 EMS Conference sponsored by New London Hospital

The Department once again participated in National Drug Take Back Day. They will be able to provide the total amount collected in a few weeks.

All of the equipment approved through the various grants the Department was awarded has been received, along with the State's matching funds. Additionally, all of the grants have had their final paperwork requirements submitted and approved.

The Department is currently in the application stage for another grant to provide updated equipment for both the Police Department and Town Offices/SAU.

The new floors are being installed within the Police Department. All work is anticipated to be completed by the first week of May.

Transfer Station – March Report:

Solid Waste – 7 runs; 74.65 tons
Construction Demolition Debris – 4 runs; 16.15 tons
Cardboard – 1 load; 21.36 tons; Expense: \$1,388.21
Glass – 1 load; 7.31 tons; Expense: \$255.85
Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons
Revenue: \$ 0.00
Expense: \$1,376.38

Comingle – w/o glass (Plastic) – 2 loads; 2.64 tons
Revenue: \$ 0.00
Expense: \$282.48

Total tonnage of material taken away: 130.05 tons
Tickets collected at Transfer Station: \$1,605.00

Total Revenue from recycling: \$1,388.21
Total Expenses from recycling: \$1,880.39
Net Expense from recycling: \$ 492.98

Approved

Town Administrator: In the month of April, the office processed: six Building Permit Applications, one Planning Board Application, three Veteran's Tax Credit Applications, two Elderly Exemption Applications, and 17 property transfers. Also, Greg delivered the food donations to the Newport Food Pantry which yielded four grocery carts of food.

Other Topics/Items or ongoing matters:

Spring Newsletter: The spring newsletter was completed and should have hit mailboxes by now.

Municipal Clerks Week: Governor Sununu has proclaimed May 5 – 11, 2019 as Municipal Clerks Week.

Tour of Kennebec Lumber facility in Solon, ME: White received a call from Mark Gilbert, of Kennebec Lumber, following up on Denis' invitation for her and the Selectmen to visit their facility in Solon, ME. They want to show the Board the proactive approach they took at their headquarters so the Board can see what kind of business they run before presenting their plans for improvements to the Grantham facility. The Board chose to tour the facility on Wednesday, May 29, 2019, in Solon.

Brookside Park Trail Cleanup Day: The Grantham Conservation Committee held a park clean-up day on April 27 that yielded 3 commissioners and three other volunteers. There were four hikers at the park at the same time who pitched in by carrying trash bags and helping remove fallen limbs. Sue Buchanan, who led the clean-up effort, said she was quite pleased at the good condition they found the trails in, although one volunteer told her that they had seen quite a lot of litter across the brook, which they could not get to. Overall, it was a success!

NHGFOA Conference: White attended the NHGFOA conference last week, which she said was very informative. Break-out sessions included discussion on GASB updates, fraud prevention, review of FLSA, review of financial policies, and more.

Credit Cards: The merchant ID's have been obtained for the Town Clerk/Tax Collector's office. On May 21 the equipment will be installed along with training on how to process the transactions. They should be 'live' after that.

Removal of the old Garage at 275 Route 10 South (across from the PO): The Board accepted the quote from North Woodlands, Inc. for the tree removal, which is scheduled to be done on May 14. White asked Chief Parsons if the new message board sign could be used to warn the traveling public about this work, and he said yes. The trailer will be placed on the lawn of the Fire Department.

Automatic Door Opener: The equipment has been installed and is operational.

Town Archives Building Air Quality Testing: The testing was conducted on May 6, and the results should be available in 2-3 weeks.

Impending Tax Deed on the 2016 Tax Levy: Non-public discussion.

Approved

Statistical Update: RFP's were mailed two weeks ago with a deadline of May 24.

Reverification of Elderly Exemptions: The reverification process of those currently receiving the Elderly Exemption is ongoing. The deadline for recipients to respond to White's letter is May 10.

Transfer Station Closures: Monday, May 20 for required training, and Monday, May 27 for Memorial Day.

May 7, 2019 School Board Meeting: A letter was received from Superintendent Sydney Leggett thanking the Selectmen for attending their School Board meeting regarding the NetZero goal from the Grantham School District Strategic Plan and asked if, on behalf of the Town, they would like to collaborate with them on exploring this further. She said they believe the next step would be to develop an energy audit RFP over the summer which would not cost anything and would not commit either the District or Town to any projects and offered to provide more information to the Board for review.

Reminders:

Holidays/Town Office Closures:

- Memorial Day: Monday, 5/27

Sheridan Brown stated that the Hastings parcel was discussed at the Planning Board meeting on May 2, 2019 and informed the Board that post meeting, one of the Conservation Commission members disagreed, via email, with some of the information he put out and said it was not correct when, in fact, it was. Brown then sent some additional information to White, who was included in the email chain. He stressed that the goal of mitigation is to achieve no net loss. He commented that some members think they can use an upland forested tract of land for wetlands mitigation which would be true if it was contiguous to an aquatic resource. He explained that a parcel of land must have at least a reasonable connection to wetlands in order for that to happen. You also need to have some reasonable interpretation of what contiguous or adjacent is. Going out and buying a piece of forest in the middle of nowhere as wetlands mitigation when there is no connection or close proximity to wetlands doesn't work. His suggestion would be, if we have wetlands impacts from the bridge project, do a mitigation proposal as part of the application showing how we are going to offset those impacts. He would do that and propose something at that time so DES can say, yes, this is acceptable or not acceptable because it would be a big waste of money to buy something if the key selling point was that we are going to use this for mitigation and then DES says no, it doesn't even fit the criteria.

White said she was asked by a GCC member if the Board has had engineering done and how much wetlands will be impacted, etc. She commented that it is far too premature to have an answer to those questions.

Brown expressed frustration having worked with both state and federal environmental agencies for over 20 years and having the legal training and understanding of the

Approved

applicable Statutes, to then have some people go and take something out of context because it goes in their favor. In the end, it will cost the town money. He also pointed out that the Town just asked the voters for \$300,000 for another piece of property and this is going to give the impression that the Town has money growing on trees and it will hurt our other private fund raising efforts.

Lastly, regarding the proposed Hastings lot purchase, Brown commented that, in his opinion, there is not a good reason to spend time and resources figuring out legal issues related to road rights that may accompany the parcel. The Town has very clear rights to access Sherwood Forest via Miller Pond Road and the Town could use Leavitt Hill Road as an emergency lane if needed.

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 5:38 pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Police Chief John Parsons

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 5:45 pm 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-b, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 5:45 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 5:59 pm was made by Selectman Garland; seconded by Selectman Jones. **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

In accordance with RSA 91-A:3 section II-a, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 6:00 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 6:18 pm 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-c, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 6:20 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 6:45 pm 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 Chairman Kimball; by unanimous vote, the Board adjourned at 6:50 pm.

The regular meeting of the Board of Selectmen will be held on **Wednesday, May 22, 2019** at 5:00 pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant