

Approved

Town of Grantham Board of Selectmen Meeting Minutes July 10, 2019

The meeting of the Board of Selectmen was called to order at 5:00 pm on Wednesday, July 10, 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; Fire Chief Justin Hastings; Attorney Sheridan Brown; Melissa Britton and others

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 May 29, 2019; seconded by Selectman Garland. **Unanimously approved.**

A motion was made by Selectman Garland to approve the regular and non-public meeting minutes of June 19, 2019; seconded by Selectman Jones. **Unanimously approved.**

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of June 26, 2019; seconded by Selectman Garland. **Unanimously approved.**

A motion was made by Selectman Garland to approve the regular meeting minutes of July 1, 2019; seconded by Selectman Jones. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #564 & 565
2. Accounts Payable Manifest #634/676 & 635/677
3. 2019 Property Tax Warrant – 1st Issue – SUPPLEMENTAL
4. 2019 Warrant for Unlicensed Dogs
5. Shoreline Protection Cutting Plan: M/L 215-055-000; 436 Road Round the Lake
6. Building Permits:
 - a. M/L 215-129-000; 50 Bright Slope Way – Relocate Generator
 - b. M/L 225-107-000; 34 Troon Drive – Shed & Generator
 - c. M/L 213-133-000; 19 Loon Drive – Generator
 - d. M/L 213-091-000; 5 Finch Place – Garage
 - e. M/L 222-196-000; 5 Trillium Lane – Remodel
7. Correspondence:
 - a. NH Department of Environmental Services: A copy of the letter sent to Saralyn Hastings, Rum Brook Place, Inc., regarding her failure to comply with

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the Letter of Deficiency (LOD) to Rum Brook Place, Inc., regarding the subject water system was received. The LOD was issued in response to Bacteria Monitoring/Reporting and Public Notice violations.

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

OLD BUSINESS

Partial Survey of the Class VI Portion of Miller Pond Road: No new information.

Miller Pond Road and Safety and Drainage Improvement Project: No new information.

NEW BUSINESS

Discussion regarding Code Enforcement Matters: Attorney Sheridan Brown updated the Selectmen on the next steps to be taken regarding three Zoning Ordinance Violations at the following properties:

- Douglas P. Webb, Jr.: 360 Cote Road, Grantham, NH (M/L 237-054-042, Rural Residential District 1)

Cease and Desist Order:

- *Violation of Zoning Ordinance Article XIII, C (Obnoxious Use, p. 45)*

A motion to send a Cease and Desist Order to Douglas P. Webb, Jr. for violation of Zoning Ordinance Article XIII, C, related to accumulation of junk at 360 Cote Road, Map and Lot number 237-054-042 was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

- Amy Stires: 172 Cote Road, Grantham, NH (M/L 237-056-000, Rural Residential District 1)

Cease and Desist Order:

- *Violation of Zoning Ordinance Article XIII, C (Obnoxious Use, p. 45)*

A motion to send a Cease and Desist Order to Amy Stires for violation of Zoning Ordinance Article XIII, C, related to accumulation of junk at 172 Cote Road, Map and Lot number 237-056-000 was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

- Crystal Brownell and Jason Farmer: Tall Timber Drive, Grantham, NH (M/L 211-067-000, Rural Residential District 1)

Cease and Desist Order:

- *Violation of Building Code Article VI, A (General Building permit; p. 6)*
- *Violation of Building Code Article IX (Code Compliance Inspections,*

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- o p. 10);
- o Violation of Zoning Ordinance Article V-A, a (Rural Residential District 1, Permitted Uses, p. 14);
- o Violation of Zoning Ordinance Article XIII, C (Obnoxious Use, p. 45).

A motion to send a Cease and Desist Order to Crystal Brownell and Jason Farmer of Tall Timber Drive for multiple violations of the Zoning Ordinance was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

Transfer Station – May Report:

Solid Waste – 7 runs; 77.4 tons
Construction Demolition Debris – 13 runs; 56.41 tons
Light Iron – 3 loads; 12.3214 tons; Revenue: \$1,478.57
Aluminum – 1 load; .88 tons; Revenue: \$435.35
Batteries - .09 tons; Revenue: \$31.00
Tires – 564 Tires; \$1,452.50 out of reclamation fund
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: \$314.16

Total tonnage of material taken away: 164.1114
Tickets collected at Transfer Station: \$3,325.00

Total revenue from recycling: \$1,944.92
Total expenses from recycling: \$1,946.39
Net Expense from recycling: \$1.47

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

Town Administrator: White reported that, in answer to Selectman Garland's question at the previous meeting about a Special Needs Registry, Chief Parsons informed her that they have had an Alzheimer's Initiative for a number of years which includes anyone with special needs.

Emily Rinde-Thorsen has been hired as the new Activities Director.

Catherine Hock has been hired as the new Receptionist in the Selectmen's Office. Cathy's first day will be July 15.

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In the month of June, the office processed: 14 Building Permit Applications, two of which were new homes; 1 Planning Board Application; 1 Zoning Board Application; and 18 property transfers.

July 4th/Old Home Day Celebration: White helped Rinde-Thorsen through the setup of OHD and reported that she did a fantastic job. There was a good turnout and White heard from several residents how much they enjoyed the day and described it as a quality event.

White thanked the following people:

- Emily Rinde-Thorsen for jumping right in and making connections for future events;
- Chris Scott for staying afterwards and helping round up the trash;
- All the volunteers who helped along the way; and
- Former Activities Director, Jamielynn Garland, for all the pre-planning she did before her resignation. It made it easier for her and Emily to see the event through.

Summer Soccer: With the vacancy of the Town's Athletics Director and Pre-K summer soccer scheduled to start on July 6, White didn't want the program to be cancelled, so she went to the park and got the equipment ready and processed registrations. Fortunately, Elizabeth Bailey stepped right in and got the children engaged in basic soccer skill building. A few other parents also helped.

Library Sign: Thank you to Road Agent Hastings and Facilities Maintenance Manager Stender for moving the "Dunbar Free Library" sign to the entrance of the library. This saved the library from hiring a contractor to do the work.

Removal of the old garage at 275 Route 10 South (across from the Post Office): Road Agent Hastings is prepping the site and will begin removal of the building in the next week or two, weather dependent.

Statistical Update: White notified Vision that the Town accepted KRT's proposal. KRT sent a proposed contract for the Board to review. White will then send it to Town Counsel to review. Once that is done, it will be sent to DRA for final approval.

Stocker Pond Road Site Visit: Scheduled for July 16, 2019, with Engineer Peter Blakeman. The meeting will start at the site in the area of 125 Stocker Pond Road to review the flooding concerns.

Traffic Counts: UVLSRPC will place the traffic counting equipment after Labor Day. They anticipated placing them in June, but staff shortages delayed that.

Annual Audit: White received the document package for the Town's annual audit, which is scheduled for the week of August 19, 2019.

Two Girl Scouts, Olivia Britton and Mika Schultz, are working to earn their Silver Award and they would like to work toward getting a flag pole placed at the Recreation Park. White said

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she will serve as their Advisor and help them make connections and see it through completion.

Music in the Meadow will start July 23, 2019 and go through August 27, 2019, Tuesdays at 6:00 PM. July 23rd will start with the Peabody Coal Train, an acoustic American six piece band.

Holidays/Town Office Closures:

- September 2, 2019: Labor Day
- September 11 – 13, 2019: Town Clerk's Office closed for training.
- October 14, 2019: Columbus Day
- October 16 – 18, 2019: Town Clerk's Office closed for training.

In accordance with RSA 91-A:3 section II-I, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 5:33 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 5:35 pm was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

In accordance with RSA 91-A:3 section II-b, a motion was made by Selectman Garland and seconded by Selectman Jones to enter into a Non-Public session at 5:36 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 5:45 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.**

Sheridan Brown reported that the turtle he rescued on Dunbar Hill Road is recovering well.

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ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Garland; by unanimous vote, the Board adjourned at 5:45 pm.

The regular meeting of the Board of Selectmen will be held on **Wednesday, July 24, 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