

Approved

Town of Grantham

Board of Selectmen Meeting Minutes
August 14, 2019

The meeting of the Board of Selectmen was called to order at 5:00 pm on Wednesday, August 14, 2019, by Chairman Warren 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; Attorney Sheridan Brown; Athletics and Activities Director Emily Rinde-Thorsen; 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 Garland to approve the regular and non-public meeting minutes of July 24, 2019; 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 August 1, 2019; seconded by Selectman Jones. **Approved by majority vote.**

CONSENT CALENDAR

1. Payroll Manifest #566
2. Accounts Payable Manifest #639/682 & 640/683
3. MuniPull Legal Services Agreement
4. Eversource Vegetation Management Tree Removal Request Forms (2)
5. Request for Refund of 2019 Duplicate Kennel License Fee
6. Request for Refund of duplicate 1st Issue Property Tax Payment; M/L 225-204-000)
7. Warrant for Unlicensed Dogs - Update
8. Shoreline Protection Cutting Plans:
 - a. M/L 213-129-000; 12 Cherry Lane
 - b. M/L 213-091-000; 5 Finch Place
 - c. M/L 213-085-000; 21 Shore Road
 - d. M/L 213-086-000; 23 Shore Road
9. Building Permits:
 - a. M/L 213-133-000; 19 Loon Drive – Generator
 - b. M/L 225-107-000; 34 Troon Drive – Garage, Utility Room, Mud Room & Half Bath
 - c. M/L 214-075-000; 12 Wildwood Drive – Generator

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10. Correspondence

- a. The General Court of New Hampshire: A letter was received from Donna M. Soucy, President of the Senate, and Stephen J. Shurtleff, Speaker of the House, expressing appreciation to the Selectmen for their hard work and dedication to New Hampshire and its citizens. The letter also explained the budget that the Legislature presented to the Governor.
- b. UVLSRPC E-Bulletin – August 2019: The UVLSRPC August 2019 E-bulletin was received.
- c. Crystal Brownell: A letter was received from Crystal Brownell in response to a Cease and Desist Order served upon her by the Town for various Zoning Ordinance violations. See update under "Old Business".
- d. Geolnsight: Copy of Application for Temporary Groundwater Discharge Permit at the Grantham Irving facility: A copy of an Application for Temporary Groundwater Discharge Permit filed with the NHDES Waste Management Division was received along with supporting information from Geolnsight for an upcoming petroleum-impacted soil excavation at the Grantham Irving facility located at 84 Route 10 South, Grantham, NH.

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

CITIZEN COMMENTS

Resident C. Peter James commented that the property located at 275 Route 10 South, looks nice now that the old garage has been removed.

OLD BUSINESS

Code Enforcement:

- a. M/L 211-067-000; Tall Timber Drive; Brownell, Crystal & Farmer, Jason
Obnoxious Use (Junk); Unpermitted Structure.

A response to the Cease and Desist Order was received from Crystal Brownell requesting a 30-day extension. Attorney Sheridan Brown asked the Selectmen if they are willing to grant the 30-day extension. After discussion, the Selectmen agreed to grant the 30-day extension. Brown will draft a letter to Crystal Brownell.

- b. M/L 237-056-000: 172 Cote Road; Stires, Amy & Hayward, Shawn
Obnoxious Use (Junk); Unpermitted Structure.

Brown reported that there has been no response to the recent Cease and Desist Order and there does not appear to be any visible progress on the lot. He added that there was also no response to the previous Notice of Violation and since there has been no response on two occasions now, the Board could file the Cease and Desist Order with the Court for enforcement.

A motion to file the Cease and Desist Order in Court for enforcement was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

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- c. M/L 237-054-042: 360 Cote Road; Webb, Douglas
Obnoxious Use (Junk).

Brown reported that there has been much progress on the property.

A motion to rescind the Cease and Desist Order and send a follow-up letter to the earlier Notice of Violation was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

- d. M/L 241-004-000; 29 Cote Road; Gilson, Janet & Howard, Adam
Operation of business in Residential District.

Brown stated that there is not anything that needs to be done with this immediately except to flag it. He reported that he has observed a lot of trucks and equipment on the premises again and others have mentioned the same thing to him and that their observations have been on different days. He recommended that they continue to monitor the situation as it may become necessary to file this with the court for enforcement.

Partial Survey of the Class VI Portion of Miller Pond Road: White said she believed that Clayton Platt is supposed to get out there the following week and that he will notify Mr. Monica beforehand to let him know.

Brown emphasized the importance of getting an actual map after this partial survey as well as the placement of flags showing where the boundaries are located.

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

NEW BUSINESS

Code Enforcement:

- a. M/L 233-124-000; 96 Dunbar Hill Road; Barton, Jack O.
Obnoxious use (accumulation of junk). Unpermitted structure.

Brown reviewed the details of the violations with the Selectmen.

A motion to send a Notice of Violation to the homeowner was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

- b. M/L 237-025-000; 565 Route 10 South; Wilson, John
Obnoxious use (junk).

Brown reviewed the details of the violation with the Selectmen.

A motion to send a Notice of Violation to the homeowner was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

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- c. M/L 236-065-000; 578 Route 114; Hoh, Donald
Obnoxious use (junk).

Brown reviewed the details of the violation with the Selectmen.

A motion to send a Notice of Violation to the homeowner was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

2019 Dunbar Hill Road Paving Bid: The following three bids were received for the 2019 Dunbar Hill Road Paving Project:

- R & D Paving Inc. \$102,720.00 (\$76.00 per ton)
- Blaktop, Inc. \$107,425.00 (\$79.00 per ton)
- Pike Industries, Inc. \$105,300.00 (\$78.00 per ton)

A motion to accept the proposal from R & D Paving Inc. in the amount of \$102,720.00 was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

Lebanon Ambulance – July Report: 18 calls for service; 15 were transported.

Police Department – July Report: The Grantham Police Department once again participated in the July 4th / Old Home Day parade.

During the heat wave that occurred during the last week of July, the Department performed several self-generated welfare checks of various residents to ensure they were managing the weather related event. A thank you letter was received from Mary Hutchins in regard to these checks.

GPD Training:

Sergeant Cunningham attended the five-day FBI LEEDA – Command Leadership Institute training held at the Gilford Police Department on July 8 – 12, 2019.

Chief Parsons, Sergeant Cunningham, Officer Gamble and Officer Cameron attended the Close Quarter Long Gun Operator course at Sig Sauer on July 15, 2019.

Chief Parsons and Officer Cameron completed the Intox Recertification on July 29, 2019.

Police Chief Parsons Informed the Board that the issue brought up by a resident regarding an abandoned vehicle on Jericho Road has been rectified.

Recreation Department: Athletics and Activities Director Emily Rinde-Thorsen informed that soccer registrations opened and she has switched to online registration, as well as allowing the use of credit cards for the first time ever. Going forward, all sports registrations for all seasons will be done through this process. She is also hoping to solicit sponsorships from local businesses to help offset the cost of equipment and uniforms.

Rinde-Thorsen stated that she spoke to Town Administrator White about revamping and reestablishing the Recreation Park Committee. She plans to have a table at the GVS Back to

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School Night to recruit and/or generate some interest from parents. That event will also include sports information and a way for anyone to register on-site.

Rinde-Thorsen encouraged people to attend Music in the Meadow if they haven't already done so as these events are almost over for the year. Moving forward to next year, she would like to look ahead to have food options available more often, so families don't have the extra work of packing things up or cleaning up when they get home. Chairman Kimball commented that he is fortunate enough to be able to hear Music in the Meadow from his front porch and that it sounds great. Rinde-Thorsen said her predecessor did a great job getting the bands, so she will continue that moving forward.

Rinde-Thorsen mentioned that once soccer season is underway, the next big event will be to brainstorm new ideas to revamp the scarecrows or do something else instead because they are looking old, tired and sad so it will be figuring out how we can celebrate the fall season and look good while doing it. She said she will also be looking into how to revamp and rejuvenate the Town's Halloween festivities.

Chairman Kimball asked Rinde-Thorsen if there is anything they can help her with. She replied that White has been a good resource for her many questions and said her biggest hurdle was getting the online registration process set up and underway. Rinde-Thorsen briefly explained the components of the software and how it can be utilized. It also has a feature that will allow certain staff at GVS to receive notifications, such as cancellations

Sheridan Brown asked the Selectmen if they ever discussed waiving the no alcohol rule for events at the Pavilion, which rule he believed is insurance motivated. White confirmed that it is insurance motivated. There was discussion about the ordinance and whether it is worth pursuing a small change. White said she will do some research.

Town Administrator: White received an email from Olivia Britton, one of two local girl scouts working on their Silver Award - Flag Pole Project at the Recreation Park, informing her that she and Mika (Schultz) have dug the hole and poured the concrete with the opening for the flag pole to be inserted. They would like to have a ceremony where they will raise the flag for the first time and are looking to have it on Sunday, September 8, 2019, from 2:00 – 4:00 pm. They plan to sing the National Anthem, serve refreshments, have a speech and lesson on how to properly raise the flag, and talk about flag etiquette. Chairman Kimball commented that it is nice to see their enthusiasm and thought the ceremony was a good idea. Selectman Jones and Selectman Garland agreed. White asked Rinde-Thorsen to let them know that the Selectmen will attend the ceremony.

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 6:01 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

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A motion to leave Non-Public session and return to Public Session at 6:15 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 Garland and seconded by Selectman Jones to enter into a Non-Public session at 6:16 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 6:35 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 Selectman Jones; by unanimous vote, the Board adjourned at 6:35 pm.

The regular meeting of the Board of Selectmen will be held on **Wednesday, August 28, 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