

# Approved

## Town of Grantham

Board of Selectmen Meeting Minutes  
September 11, 2019

The meeting of the Board of Selectmen was called to order at 5:00 pm on Wednesday, September 11, 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; Road Agent Jeff Hastings; Conservation Commission Members Dick Hocker and Craig McArt, Jeremy Turner, Managing Forester of Meadowsend Timerlands Limited, 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 regular and non-public meeting minutes of August 28, 2019; seconded by Chairman Kimball. **Approved by majority vote.**

### **CONSENT CALENDAR**

1. Payroll Manifest #570
2. Accounts Payable Manifest #645/688
3. Moose Plate Conservation Grant Funding Application
4. Building Permits:
  - a. M/L 221-033-000; 37 Top O World Road – Generator
  - b. M/L 225-084-000; 63 Troon Drive – Generator
  - c. M/L 216-005-000; 95 Silo Lane - Generator
  - d. M/L 213-134-000; 17 Loon Drive – Kitchen Remodel
  - e. M/L 222-181-000; 2 Warbler Way – Breezeway/Garage
  - f. M/L 212-020-000; 1660 Route 10 North – Standing Seam Roof
  - g. M/L 222-045-000; 10 Fernwood Lane – New House
  - h. M/L 217-007-000; 144 Walker Road – Solar Power Walls
5. Correspondence
  - a. Copy of Wetlands Permit Application; M/L 225-070-000; 23 Wedgewood Drive: A copy of a Wetlands Permit Application filed with NHDES was received from Connecticut Valley Septic Design. The Application proposes a project that requires dredging and filling in wetlands or surface waters, for a total of 412 square feet as part of installing a culvert for a 280' driveway that is planned to access the building site of a four bedroom residential house at 23 Wedgewood Drive.
  - b. NH Department of Transportation: Notice was received from the NH Department of Transportation encouraging Towns throughout the State to speak up about transportation projects planned between 2021 – 2030. There

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- was an attached listing of dates, times and public hearings planned for review of the State of New Hampshire Transportation Ten Year Plan.
- c. State of New Hampshire Office of the Governor: A letter was received from the State of New Hampshire Office of the Governor discussing the proposed budget and education funding.
  - d. UVLSRPC E-Bulletin September 1, 2019: The September 1, 2019 UVLSRPC E-Bulletin was reviewed.

Town Administrator White requested the removal of item number 4. a. as more information is needed.

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

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

Jeremy Turner and the Conservation Commission: Conservation Commission Member, Dick Hocker, explained that the Conservation Commission is proposing to conduct a timber operation in the town forest. He stated that it is his understanding that they need to expend funds to properly prepare the road for that purpose. He introduced Jeremy Turner of Meadowsend Timberlands Limited to explain precisely what needs to be done.

Jeremy Turner stated that Mountain Road is the road that accesses the town forest and explained that there have been planned forestry activities up there over the past 10-11 years but this particular project requires improvement to the road. He said this harvest will be extensive in size, so it requires improvements for transport with tractor-trailers and larger size machines to implement the work up there, and the road is in major disrepair for forestry management. He noted that the historic Mountain Road right-of-way is a little bit unclear in terms of where you leave Mountain Road where it is maintained by the residents and then you transition past Eva's property. He said he understands that there might be some survey work that will help them understand where that is so the improvements that they would like to do are within the Class VI right-of-way. Chairman Kimball asked White if she received the survey map. White said she just received it that afternoon and gave everyone a copy. While the map was being reviewed, White commented that before making any decisions, they should take the time to review the map with Town Counsel and find out what recommendations he might have before going forward with the project. The Selectmen agreed. There was some discussion about the survey plan, and White asked Turner if he could provide her with a copy of his proposal to the Conservation Commission. He said he would. Selectman Jones asked if this is a new road that they are going to build after Monica's property. Turner said it will be a repair. Selectman Jones asked if it is a repairable road, where it was located. Turner explained that part of the road will be a repair/rebuild because part of the old road is on someone else's land, but after that it goes back on to the existing main road that is in existence now. Selectman Jones commented that the survey map refers to it as a trail. Turner said he saw that but it is really a road. Chairman Kimball emphasized that the first order of business for the Selectmen is to resolve the issue with Mr. Monica before making any decisions regarding this project.

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## **OLD BUSINESS**

Partial Survey of the Class VI Portion of Miller Pond Road: See Appointments with the Board above.

Miller Pond Road and Safety and Drainage Improvement Project:

Code Enforcement: Attorney Sheridan Brown gave an update to the Board on the following properties:

- a. M/L 211-067-000; Tall Timber Dr.; Brownell, Crystal & Farmer, Jason  
Obnoxious Use (Junk); Unpermitted Structure.
- b. M/L 236-056-000; 172 Cote Road; Stires, Amy & Hayward, Shawn  
Obnoxious Use (Junk); Unpermitted Structure.
- c. M/L 237-054.42-000; 360 Cote Road; Webb, Douglas  
Obnoxious use (junk).
- d. M/L 241-004-000; 29 Cote Road; Gilson, Janet & Howard, Adam  
Operation of Business in Residential District.
- e. M/L 233-124-000; 96 Dunbar Hill Road; Barton, Jack O.  
Obnoxious use (junk). Unpermitted structure  
Brown reported that this property has been cleaned up quite a bit since the last update. He will wait and see what happens.
- f. M/L 237-025-000; 565 Route 10 S.; Wilson, John  
Obnoxious use (junk).
- g. M/L 236-065-000; 578 Route 114; Hoh, Donald  
Obnoxious use (junk)

The Board signed letters to three of the above properties.

## **NEW BUSINESS**

Lebanon Ambulance - August Report: 20 calls for service; 8 were transported.

### Athletics:

Recreation Update: Final Soccer numbers for 2019:

- Kinder Soccer – 22
- Grade 1 & 2 – 43
- Grade 3 & 4 Girls – 9
- Grade 3 & 4 Boys; Team #1 & Team #2 – 22
- Grade 5 – 6 Girls – 13

Total – 109

Almost one half of the total student population at GVS (242) is participating in soccer. Most who registered have stayed in the program. Athletics Director, Rinde-Thorsen, is working on final revenue for soccer.

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Fundraising letters went out to local business:

- Cioffredi's - \$250.00 (received)
- Gilly's Auto - \$250.00 (on its way)

Looking Forward:

Basketball Head Coaches will ALL have finger prints done before the start of the season for all levels. Rinde-Thorsen would like to get Baseball Head Coaches finger printed this Fall as well so everyone is cleared and ready to go before the start of the remaining seasons.

Basketball registration will open online – 10/07/2019. The deadline will be 11/04/2019. The website has been updated to reflect this.

Taekwondo started last week – 15 participants generated \$600.00 revenue for the Town.

Recreation Committee – Tabling event at GVS Back to School Night generated 11 signatures of GVS parents who would like to learn more. Tentative meeting for those interested in learning more is scheduled on Wednesday, 09/18/2019. Location and time to be determined.

## Activities:

Scarecrows:

- To go up around Town starting 09/27/2019 and throughout that weekend.
- Email new businesses in Town asking if they would like to sponsor a scarecrow – kits still available in the Archives.
- This is the last year for scarecrows – there will be something new and different in 2020 (pumpkin people)

Fall Family Fest:

- Saturday, 10/26/2019 – 4:00 - 5:00 PM, Trunk or Treat at GVS; 5:00 - 7:00 PM Family Dance with dinner option

Halloween:

- Solicit candy donations to help offset costs of candy for those in town
- Luminaria and another Trunk or Treat for those out of town who would like to give out candy on the main entrance to the Town Hall leading to your set up.
- Information about all of this will be in the next newsletter on Tuesday, 09/17/2019.

Cleaning out/organizing the storage in the Archives will begin next week.

Transfer Station – July Report:

Solid Waste – 9 runs; 102.33 tons

Construction Demolition Debris – 9 runs; 39.75 tons

Light Iron – 1 load; 3.8839 tons; Revenue: \$460.58

Electronics – 2 loads; 6.12 tons; Expense: \$2,738.91

Aluminum – 1 load; .84 tons; Revenue: \$337.60

Batteries – 1 load; .16 tons; Revenue: \$54.37

Cardboard – 1 load; 22.34 tons; Revenue: \$893.60

Glass – 1 load; 7.31 tons; Revenue: \$255.85

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Fibers – Mixed Loose – (Paper) – 3 loads; 11.91 tons  
Revenue: \$ 0.00  
Expense: \$2,064.57

Comingle – w/o glass – (Plastic) – 3 loads; 3.96 tons  
Revenue: \$ 0.00  
Expense: \$459.36

Total tonnage of material taken away: 197.7639 tons  
Tickets collected at Transfer Station: \$2,735.00

Total Revenue from recycling: \$1,746.15  
Total Expense from recycling: \$5,518.69  
Net Expense from recycling: \$3,772.54

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

Town Administrator: In the month of August, the office processed: 7 Building Permit Applications, 2 Planning Board Applications, and 21 property transfers.

Other Topics/Items or ongoing matters:

Building Maintenance: Greg Stender has had the following completed:

- Town Hall:
  - Parking lot lines were re-stripped in August (Transfer Station too);
  - Rugs were shampooed, and the floors in the lower level were stripped and waxed;
  - Fire extinguishers were inspected;
  - The generator needs a regulator replaced and moved to be compliant with the current building code. Once that is done, the annual service will be performed. The generator at the Fire Station will be serviced at the same time.
  - Sprinkler system will be tested next month.
  - The furnaces at Town Hall, Fire Department and Archives were cleaned in August.

Harassment Training: Primex provided harassment training to employees last week. Most of the full-time staff were able to attend. Primex will go to the Fire Department on November 12<sup>th</sup> and provide this training. The staff that missed the training last week can attend this one.

White stated she has begun work on the MS-1.

Removal of the old Garage at 275 Route 10 South (across from the PO): Road Agent, Jeff Hastings, and Assistant Road Agent, Brian Hastings, have spread topsoil and grass seed, so hopefully, grass will be growing soon.

Satistical Update: KRT has sent the contract to DRA. Once they approved it, it will come back to White and the Selectmen for signature. White anticipated having the start-up meeting with KRT and DRA in mid-October.

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Traffic Counts: UVLSRPC has had staffing shortages throughout the summer, so they hope to place the traffic counting equipment within the next couple of weeks.

The Selectmen's Work Meeting scheduled on September 17, 2019 at 9:00 AM has been rescheduled to October 2, 2019 at 9:00 am.

Julie Cummings has resigned as the Town Archivist.

The Cyber Coverage Summary from Primex was given to the Board for review.

Chairman Kimball informed that he and the other Cemetery Trustees took a day and went to view all nine cemeteries in town and it was good to do so.

Holidays/Town Office Closures:

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

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 5:50 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 6:03 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 6:04 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 6:07 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.**

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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 6:07 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 6:13 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 Garland; seconded by Selectman Jones. **Unanimously approved.**

## **ADJOURNMENT**

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Garland; by unanimous vote, the Board adjourned at 6:24 pm.

The regular meeting of the Board of Selectmen will be held on **Wednesday, September 25, 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