

Approved

Town of Grantham Board of Selectmen Meeting Minutes November 13, 2019

The meeting of the Board of Selectmen was called to order at 5:00 pm on Wednesday, November 13, 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; Athletics/Activities Director Emily Rinde-Thorsen; Attorney Sheridan Brown; Shawn Hayward; Charlotte Brodie; Keith Grohbrugge; Denis Carrier; Donna Stamper; Thomas T. Simmons; 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 and non-public meeting minutes of October 23, 2019; seconded by Selectman Garland. **Unanimously approved.**

A motion was made by Selectman Garland to approve the work session minutes of October 28, 2019; seconded by Selectman Jones. **Unanimously approved.**

A motion was made by Selectman Jones to approve the work session and Public Hearing minutes of October 30, 2019; seconded by Selectman Garland. **Unanimously approved.**

A motion was made by Selectman Garland to approve the budget work session minutes of November 5, 2019; seconded by Selectman Jones. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #576
2. Accounts Payable Manifest #649/692
3. 2019 Property Tax Warrant – 2nd Issue - \$6,258,546.00
4. Zoning Board of Adjustment Appointment: Carl "Tod" Lloyd
5. Shoreline Protection Cutting Plan: M/L 213-133-000; 19 Loon Drive
6. Building Permits:
 - a. M/L 222-156-001; 43 Black Duck Spur – Kitchen Update
 - b. M/L 233-099-000; 191 Dunbar Hill Road – Porch & Deck Expansion
 - c. M/L 215-048-000; 422 Road Round the Lake – Generator
 - d. M/L 245-049-000; 27 Hummingbird Hill Road – Generator
 - e. M/L 215-061-055; 55 College Overlook – Deck Expansion
 - f. M/L 234-091-000; 48 Greensward Drive – Generator
 - g. M/L 233-094-000; 41 Splitrock Road – Studio Apartment
 - h. M/L 215-010-007; 607 Otter Road – Mini-Split System

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7. Correspondence:
 - a. Ray Tetu: Two letters were received from Ray Tetu who is from a "Premier Real Estate Investment Company in the Market" offering to show the Town his current inventory.
 - b. Paul Malan & Karen Schifferdecker: See below.
 - c. State of NH Department of Environmental Services: An Administrative Order was issued by the NH Department of Environmental Services, Water Division, to Rum Brook Place, Inc. under the authority of RSA 485:58.

Town Administrator White requested the removal of item 7.b. for discussion.

A motion to approve the remainder of the Consent Calendar after the removal of item 7.b. was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

White informed that a letter was received from Paul Malan and Karen Schifferdecker, requesting a refund in the amount of \$141.24 for interest paid on their first issue tax bill. The letter stated that they did not receive the first tax bill in June due to their address being recorded incorrectly with the Town Office and also, that they were unaware of the tax cycle. White showed the Selectmen the Change of Address Form completed and submitted by Malan and Schifferdecker on December 14, 2018, in which they transposed two of their PO Box numbers. This is the address that was entered in the Town's system.

A motion to deny the above-mentioned refund request in the amount of \$141.24 paid by Paul Malan and Karen Schifferdecker as interest on their first issue tax bill was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

APPOINTMENTS TO MEET WITH THE BOARD

Blue Mountain Snow Dusters: Keith Grohbrugge, of Blue Mountain Snow Dusters, informed that the Blue Mountain Snow Dusters were able to re-allocate some of their grant money for trail improvements this fall but they need permission from the landowners anytime they do trail work like that, and he was here to seek approval from the Selectmen. He explained that there was a washout that occurred just south of the junction of Miller Pond Road and Croydon Turnpike where a culvert originating inside of Corbin Park became blocked with debris. With the heavy rains that were received at the end of October and early November, water flooded across the road in different locations, so they are looking to repair the washout and make sure the water goes back to flowing where it should be. Maps of the area were provided to the Selectmen to show the location.

Chairman Kimball asked Grohbrugge if they would be accessing the area through Miller Pond Road, and Grohbrugge said yes. Attorney Sheridan Brown explained that the Town has an issue that it is working to resolve with the abutter as you enter onto the Class VI portion from Miller Pond Road. Town Administrator White provided Brown with the new Survey Map of the area. Brown reviewed the map with Grohbrugge and pointed out that the small parking area shown on the map is actually on private property. He explained that it was only recently brought to the Town's attention by the landowner, so the Town is working to eliminate the trespass on his corner of the property by re-establishing the boundary of Miller Pond Road where it has been historically, and the Town Surveyor did a partial survey of that area to get that right. Brown advised Grohbrugge that if they were going to access the current way up, they would be running over private property and would need to get permission from the

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landowners, Mr. Monica and Ms. Charbono. Grohbrugge said he does not have an issue reaching out to the landowners for permission. Brown asked White if it was okay to give Grohbrugge their contact information. White said she would contact Mr. Monica to ask if it was okay to give Grohbrugge his phone number.

A motion to grant permission to the Blue Mountain Snow Dusters to repair the washout that occurred a little bit south of the junction of Miller Pond Road and Croydon Turnpike contingent upon permission from landowners, Mr. Monica and Ms. Charbono, to travel across their property, was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

Denis Carrier, Kennebec Lumber: At the Board of Selectmen meeting of October 23, 2019, Town Administrator White informed the Board that she received a request from Charlotte Brodie, of Dubois & King, regarding a conservation opportunity for some land in Springfield, NH (see page 6 of the Selectmen meeting minutes of October 23, 2019). Recap below:

- *White explained that in order for Kennebec Lumber to get their permit to expand the mill in Grantham, they are required by NH DES to put up a wetland's mitigation parcel. They have a 30-acre parcel in Springfield adjacent to their mill, which would be acceptable to DES. The Wetlands Bureau would require a third party to take on a conservation easement for the property along with the responsibility to oversee the conservation of the land in perpetuity, and they wanted to know if the Town would be willing to take on this conservation easement. White said she had a brief conversation with Lori Summer at DES and was informed that the requirement would be to check and maintain the property if the town took on this responsibility.*

Denis Carrier introduced Charlotte Brodie. Brodie said she is primarily a wetlands consultant who has been working with Kennebec Lumber. She explained that Kennebec Lumber wishes to do an expansion that would cause impacts to wetlands, and she prepared a short PowerPoint presentation that included mapping of the wetlands of the area and a site plan of the work the mill would like to do. Because Kennebec Lumber is surrounded by wetlands, for them to do an expansion, it automatically requires some impact to wetlands. The map showed that there would be about 1.06 acres of wetlands that would be impacted. The State wetland rules require mitigation for impacts to wetlands over 10,000 square feet. This would involve conservation of some existing wetland and wetland buffer. The State has certain regulations about how much impact to have, and there are ratios of how much buffer needs to be maintained which is a 10 to 1 ratio, so that is about 10 acres of buffer that would need to be conserved and protected. The Federal Corps of Engineers gets involved with all of the permitting that the State does and they have their own regulations which have a 20 to 1 ratio for protecting wetland and buffer total and they don't distinguish particularly if it's wetland or buffer so our minimum requirements are 10 acres of buffer and then it has to be a total of buffer plus wetland of 20 acres. The process for that would be that there would have to be a conservation easement developed on that proposed mitigation land, and the conservation easement is a mechanism whereby a third party is taking on responsibility to keep that land protected. The third-party can be a land trust, various organizations or a town, so that is what they have been trying to accomplish is to find some agency or a group that is willing to take on that conservation easement. She also mentioned that there would be a \$10,000 endowment involved. They talked to Town Administrator White to find out if the Town would be interested in doing that and that is what they are here to discuss tonight. She

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said the purposes of the conservation easement, which she touched on earlier are to conserve and protect the vegetation soils, hydrology, and habitat. There would have to be a baseline document report which her company would prepare, and to prevent future development, construction, or use that would negatively impact the conservation values of the property and to mitigate for the impacts to wetlands as required to obtain a New Hampshire Wetlands Permit. She pointed out that Kennebec can't go forward with their proposal without receiving a permit, and the permit can't go forward without having mitigation provided and mitigation, in terms of the conservation easement, can't happen without a third party to take on the conservation easement. The proposal that Kennebec has put forth is in Springfield, NH. Brodie reviewed the wetlands mapping and site location in her PowerPoint presentation. Brodie said her understanding is that Kennebec would continue to maintain the property and pay the taxes. What the town would be asked to do is to ensure the protection of the land. In order to do that, they have to monitor the property and go out and walk it at certain intervals which she understood to be once a year. She said that if there is a problem, the easement holder would notify Kennebec and the State of whatever the problems are, and it is still Kennebec's responsibility to take care of the problem. Brodie said there is a Conservation Easement Deed Template that the State has which she emailed to White.

Lastly, in the PowerPoint presentation: Why would the Town be interested in taking on this Conservation Easement. The reason is that 1) it would enable the Grantham mill expansion 2) it would allow them to maintain the jobs in town; 2) It would decrease the noise experienced by neighbors.

Chairman Kimball asked to clarify the 10 acre and 20-acre requirements she mentioned. Brodie explained that the 10 acres are the State requirement, and the 20 acres is the federal requirement. Both state and federal government have jurisdiction over wetland rules and permitting. The state requires 10 acres of buffer per one acre of impact. The Corps. of Engineers has its own set of regulations about mitigation, and they require a twenty (20) to one (1) ratio of conservation to impact, which can be buffer and wetland in any combination that totals 20 acres. It needs to meet both of those things. In this case there must be 20 acres, 10 of which must be buffer. Selectman Garland asked if the easement for the 30-acre tract of land in Springfield would be for 20 or 30 acres. Brodie said the requirement is for 20 acres total of which 10 would be buffer, but they have this package with the 30 acres, so the entire easement would be for the 30 acres, so the proposal is more than the requirement.

Selectman Garland asked Brodie to clarify the \$10,000 endowment mentioned in the presentation, which would go to the town if the town took on this easement as to whether it would be paid one time or annually. Brodie stated that it would be a onetime payment. Selectman Garland asked to confirm that Kennebec would be responsible for the cost if a problem arose on the parcel, and there would be no cost to the town. Brodie said that is her understanding. She added that this is not something that is often done and that there has only been one other town in New Hampshire that took this on. Selectman Garland asked Brodie if the Town of Springfield would be upset if the Conservation Commission of another town is entering their town to maintain an easement. Brodie replied that she didn't know, that she wrote to the Springfield Conservation Commission, and they never got back to her. She said she didn't see why they would be upset about it, but she couldn't speak for them. She also suggested that they carefully review the language in the Conservation Easement Deed Template and must also have its lawyer review it.

Approved

Brown asked Brodie the following questions.

- What was your proposed in-lieu fee?
 - Brodie: \$189,000.00
- Do you need 20 contiguous acres, or can you satisfy your requirement through a combination of parcels that would get you to those totals?
 - Brodie: It can be a combination of parcels.
- What was considered in Grantham for mitigation?
 - Brody: They spoke to the Conservation Commission, and they said that they had two parcels near Eastman, to the east of Eastman Village, she thought they said near Bog Brook, that Dave Wood recommended. They did look into that and offered this package to Ausbon Sargent Land Trust and their feeling on that was, for one thing, they didn't expect there to be a lot of development pressure there so they weren't sure that it would be something that would sort of rise to the top of their priorities of what they want to protect, and also they have their own Mission Statement, and this is out of the ordinary of their Mission Statement of the types of lands that they want to protect and was not meeting their criteria.
- This was discussed in an earlier Select Board meeting, and someone mentioned that you inquired about or maybe DES recommended this to be a part of the Sawyer Brook Headwaters Project, which is, unfortunately, very far along at this point for that to happen. What was the conversation there?
 - Brodie: It was already a complicated agreement with a lot of different landowners and stake owners, and they were so far along in it that they didn't feel that they could accommodate us.
- If we could identify 20 acres worth of Grantham wetlands and buffer, would you be willing to consider that? The Conservation Commission is not always privy to what is available, and the Selectmen do know of some potential willing sellers but did not think each one of them would be in the 20-acre range by themselves but thought they could get to 20 acres easily and some of it would be wetland near the Sawyer Brook project. He thought it would be of interest to DES and would pass their test. He has some familiarity with DES and served on the Wetlands Council and said he would be happy to make the pitch if there is a way that he can help. There are also some other parcels that would have some river frontage as well. The Select Board expressed to him that if the mitigation was going to happen in another town, it would be their preference to see it as a last resort, not simply because there was a lack of awareness of things available in Grantham. Just as the state looks at wetlands on a state level, we look at it on a local level wanting that enjoyment and public access here. He said he doesn't want to speak for the Board but gets a sense from earlier discussions that we wanted to ferret that out before the Board decided on the Springfield property. He said having done some work with land trusts and understanding the stewardship, it's not a huge burden, but it is a burden for a small town. It's one more thing that the capacity has to go to when we already struggle with resource allocation and asked Brodie if she had offered it to Springfield.
 - Brodie: As to offering it to Springfield, she contacted the Conservation Commission, and they didn't respond. As for the multiple parcels making up the 20 acres, if the state had its preference, it would want things contiguous, and it is up to Denis Carrier as to what they put forth as a proposal.

Approved

Carrier said he is open to considering multiple parcels in Grantham if that will work and prefers that, but he knows that, due to weather, Brodie is under certain time restrictions. Brodie stated that, for parcels this size, the rules say that the existing mapping can be used, for example, the NWI mapping can be used to estimate the amount of wetland on the property, but they want verification so she would have to go out and follow the boundary and see if it matches the map. She explained what is involved and noted that it gets harder to do as we get closer to winter.

Brown said that his understanding is that the Board does not want to delay anything, so we would want to work in a pretty short timeline, and he offered to reach out to Springfield as well. He said that if a town is going to take on an easement, it makes more sense for it to be the town in which it resides.

Selectman Garland asked what Kennebec's timeline is for the development in Grantham and how soon they need a decision on the wetland's mitigation parcel. Carrier said there are many things that they would like to resolve sooner than later and thought the town would agree. He said if they get this passed, they would start the process as soon as the frost is out of the ground, and he anticipated it taking four to five months. Brodie added that permitting with the state can take quite a long time, so they are hoping to have the winter to do that. Brown said if we could delay making a decision for a couple of weeks, he would try to get information to Brodie about parcels in Grantham. Brodie said she will be away the following week, but she could go out and look at them the first week of December.

Brodie asked the Selectmen if, hypothetically, none of the proposed parcels in Grantham would work, if they would be interested in the Springfield parcel. Chairman Kimball said if that turns out to be the case, it is not out of the question.

Selectman Garland suggested that Brown take Carrier and Brodie out of the meeting to discuss the parcels he had in mind.

Carrier updated the Board on their efforts to keep the delivery of logs within their approved operating hours. They have sent letters to all of their suppliers about the hours, again, and they plan to do this twice a year. They have installed a makeshift gate that is closed at night, which should help mitigate trucks coming in randomly as they wish, and they have hired a construction company to put a bed of rocks at the entrance to limit the amount of mud that spills out onto the road.

Carrier and Brodie thanked the Selectmen.

Thomas T. Simmons, Partnership Specialist, United States Census 2020: Tom Simmons of the Census Bureau for Sullivan County introduced himself and said his job is to speak before Town Boards and community organizations to give them a sense of the rollout of the Census because it only happens every ten years and there are big changes this time. He informed that the street checkers have been out over the past few months, but now there is a lull, and there should not be anyone out there claiming to be from the Census Bureau until around mid-March, which is when things will get underway.

Approved

Simmons stated that, for the first time in history, the Census would be available to do online. Starting March 12, 2020, the Bureau is going to send a series of four mailings to every house, and it will be addressed to "Occupant at" or "Resident at" and the address. The first mailing will say that it's time to do the 2020 Census with instructions to do it online. One week later, residents will get a second letter saying – we haven't heard from you yet. One week after that, residents will get a third letter saying – we haven't heard from you yet – do your Census. The fourth mailing, which will come out during the first week in April 2020, will be the actual form. So, for anyone who gets the first three letters, if they are uncomfortable filling out the Census online, they will get the form if they wait until the fourth letter. He noted that there are only nine questions this year. There is no longer a long-form Census. If, after the fourth mailing containing the form, a resident does not respond, they will get someone knocking on their door. Simmons said that he met with all of the Police Chiefs in Sullivan County to inform that anyone knocking on the door will have been fingerprinted and had a federal background check. They will be wearing a badge, have a placard in their car that says, "US Census Bureau" and they will have an iPad to take the information which will say "US Census Bureau". That will begin happening around

April 10, 2020, and continue for one to two months. The Police Department will again be notified at that point that this is happening. Simmons stated that scammers have gone to houses in other parts of the country, but it has not happened in New Hampshire, however, he wanted people to be aware that no personal questions will be asked by Census Bureau workers such as what is your birth date, social security number, driver's license number, and bank account. If you hear of that happening, that should be a red flag to you that something is not right.

Simmons explained that the numbers that come back from the survey will determine for the next ten years, how much money New Hampshire gets and passes on through to the towns for Meals on Wheels, Medicare Part B, School Lunch Programs, reimbursement to towns for Special Education, as well as other things like housing rehab, fuel assistance, etc., so it is important that everyone answers the survey. If you have a town website or a listserv, or a newsletter, just some way to communicate with residents, he can send a blurb to put in the communication. Most people respond, but there are always some that need a little push.

He said the Census Bureau will hire people who live in Grantham to be the ones who knock on the doors in Grantham. Those jobs pay \$17.50 per hour. They get paid training, and it starts in February and goes through mid-summer. He stressed that all information that people give is confidential and he left a packet of information about confidentiality.

Simmons left his business card and said he would be happy to answer any questions. Someone asked why they need phone numbers. Simmons replied that sometimes duplicate

responses are received, and if they have a phone number, they can call to clarify any discrepancies.

Chairman Kimball thanked Simmons.

OLD BUSINESS

Approved

Partial Survey of the Class VI Portion of Miller Pond Road: White said she spoke to the town surveyor, and the plan is done but has not been recorded yet.

Miller Pond Road and Safety and Drainage Improvement Project: White informed that she and Road Agent, Jeff Hastings, met with Homeland Security the previous day to review the benefit-cost analysis for the Pre-Hazard Mitigation Grant Application and it does not appear that the project will meet those requirements. She said that the plans are almost done, and she should receive them soon.

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

- a. M/L 211-067-000; Tall Timber Dr.; Brownell, Crystal & Farmer, Jason
Obnoxious Use (Junk); Unpermitted Structure.
Brown will need a non-public session for this update.
- b. M/L 236-056-000; 172 Cote Road; Stires, Amy & Hayward, Shawn
Obnoxious Use (Junk)
Shawn Hayward was present and told Brown that he should be able to make the deadline. *An "Unpermitted Structure" was erroneously stated in prior meeting minutes. It has now been removed and Brown apologized to Hayward for the extra stress.*
- c. M/L 237-054.42-000; 360 Cote Road; Webb, Douglas
Obnoxious use (junk).
Brown stated that he drove by earlier and the junk pile was in the dumpster. If the dumpster makes its way off the property, it will be complete. Brown recommended delaying the next steps.
- d. M/L 241-004-000; 29 Cote Road; Gilson, Janet & Howard, Adam
Operation of Business in Residential District.
Brown said there is nothing to report, that they are waiting for the Request for a Variance decision from the Zoning Board of Adjustment.
- e. M/L 236-065-000; 578 Route 114; Hoh, Donald
Obnoxious use (junk)
Brown informed that the cleanup is still progressing.
- f. M/L 212-019-000; 1694 Route 10 North; Congdon, Robert K. & Campbell, Sandra
Operation of Business in Residential District.
Brown will draft a letter for the Board to sign.

NEW BUSINESS

Athletics and Activities Director, Emily Rinde-Thorsen: Emily Rinde-Thorsen asked the Select Board for permission to create a social media page for the Town. White said she supports that recommendation as long as she works with her to ensure that there are specific links to the Town's Social Media Policy on each social media page, and Rinde-Thorsen gives her the final draft so she can review all content before going live.

Approved

A motion to give permission to Athletics Director, Emily Rinde-Thorsen, to create a social media page for Recreation, as long as all content is approved by Town Administrator Melissa White before going live, was made by Selectman Garland; seconded by Selectman Jones. **Unanimously approved.**

Lebanon Ambulance:

- September Report: 18 calls for service; 10 were transported October Report.
- October Report: 14 calls for service; 11 were transported.

Police Department – October Report: The Department received a thank you from a resident who the Department completed a house check for.

Officer Cameron received a letter of appreciation from a resident who he had rendered assistance to.

The first quarterly report for the security camera EMPG grant was submitted.

Police Department Administrative Assistant, Judy DiPadova, attended the annual NH LEAP (Law Enforcement Administrative Professionals) Conference. Training by Officer Jacqueline Pelletier of Goffstown Police Department was regarding sexual violence. She discussed NH laws and risk awareness and reduction strategies to educate on awareness and how to keep ourselves safe. Officer Pelletier's training also included domestic violence matters and breaking down barriers between victims/survivors and law enforcement. Further topics of training were mental health and the education on statistics, mental health awareness, stigma associated with mental health and the mandatory reporting requirements. Lt. Daniel Conley of Goffstown Police Department was the presenter at the training on October 18 regarding RSA 91-A requests as it relates to police departments and the redaction of information from right to know pursuant to RSA 91-A.

Police Chief Parsons attended training regarding Chemically Assisted Suicides at Grantham Fire Department by Lebanon Fire Department Chief Libbey on October 29, 2019.

Officer Cameron attended training for Communicating to Resolve Conflict at NHPSTC on October 30, 2019.

Chief Parsons stated: "Halloween, while slightly damp and blustery, did not rise to the level of having denizens of Grantham need to don life jackets".

Transfer Station – September Report:

Solid Waste - 9 runs; 87.56 tons

Construction Demolition Debris – 11 runs; 49.17 tons

Light Iron – 2 loads; 7.8215 tons; Revenue: \$567.50

Aluminum - .83 tons; Revenue: \$297.00

Batteries - .106 tons; Revenue: \$40.84

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

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

Revenue: \$ 0.00

Expense: \$1,376.38

Approved

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

Revenue: \$ 0.00

Expense: \$341.56

Total tonnage of material taken away: 162.5475 tons

Tickets collected at Transfer Station: \$3,070.00

Total Revenue from recycling: \$905.34

Total Expenses from recycling: \$1,973.79

Net Expense from recycling: \$1,068.45

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

Town Administrator: White provided the Selectmen with a copy of the Energy Committee's meeting minutes of November 4, 2019.

White provided the Selectmen with a draft of a Request for Qualifications (a joint effort with the School) for the Implementation of an Energy Performance Contract and asked the Selectmen to review it and let her know if they have any changes. She stressed that this is a work in progress, there is no set time frame, and they want to take it slowly and conscientiously before moving forward.

Notice was received from Sullivan County inviting Select Board members, City Council members, Town Administrators and Managers to attend a presentation about the Sullivan County Healthcare Renovation Project at the following locations: November 18, 2019 at 8:00PM in Sunapee (23 Edgemont Road); December 4, 2019 at 6:00PM in Plainfield (110 Main Street); and December 16, 2019 at 6:30PM in Newport (15 Sunapee Street).

Holidays/Town Office Closures:

- November 27, 2019: Town Offices closing at noon
- November 28 & 29, 2019: Thanksgiving
- December 24 & 25, 2019: Christmas Holiday

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 6:33 PM. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Attorney 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 6:50 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.**

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 6:51 PM. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Attorney Sheridan Brown.

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

Selectman Garland left the meeting at 7:00 PM.

A motion to leave Non-Public session and return to Public Session at 7:10 PM was made by Selectman Jones; seconded by Chairman Kimball. **Approved by majority vote.**

A motion to seal the minutes of this non-public session was made by Selectman Jones; seconded by Chairman Kimball. **Approved by majority vote.**

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Chairman Kimball; by majority vote, the Board adjourned at 7:10 PM.

The next regular meeting of the Board of Selectmen will be held on **Monday, November 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