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Town of Grantham - Board of Selectmen Regular Meeting Minutes July 27, 2011

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, July 27, 2011 by Chairman Harold Haddock, Jr. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Present: Chairman Harold Haddock, Jr.; Selectman Warren Kimball; Administrative Assistant Melissa White; Town Administrator Becky Newton; Fire Chief Jeremiah Fountain; Conservation Chair Richard Hocker; Building Supervisor F. Robert Osgood; Michael Whipple; Joey Holmes; Upper Valley Lake Sunapee Regional Planning Commission Representative Mike McCrory

ADMINISTRATIVE

For Approval/Signature - APPROVED

- ✓ 2010 Property Tax Abatement:
 - a) M/L 216-143-000; 22 Robin Lane - \$379.30
- ✓ Land Use Change Tax: Craig Davis M/L 216-092-000; 10 Bobbin Hill - \$300.00
- ✓ 2011 Property Tax Refund (*due to overpayment*):
 - a) M/L 221-014-000; 112 Rawson Ridge - \$3,848.64
 - b) M/L 222-269-006; 36 Barn Owl Overlook - \$2,086.64
- ✓ Timber Tax Levy:
 - a) Joyce Barton; M/L 233-122-000 - \$1636.52
 - b) Karyn Miner/D. Eisentraut; M/L 211-070-000 - \$103.93
- ✓ Deputy Health Officer Appointment: Richard A. Sachs
- ✓ Building Permits:
 - a) M/L 215-026-000; 5 Knob Hill – addition
 - b) M/L 235-030-001; 1126 Route 114 – cellular antenna replacement
 - c) M/L 216-007-000; 90 Silo Lane – shed

For Signature – DENIED

- ✓ 2010 Property Tax Abatement (*denied*)
 - a) M/L 216-011-000; 1025 Old Route 10 North
 - b) M/L 241-011-000; 77 Cote Road
 - c) M/L 237-047-000; 175 Sugarwood Lane
 - d) M/L 215-010-014; 614 Otter Road
 - e) M/L 216-040-000; 143 Burpee Hill Road
 - f) M/L 223-005-000; 20 Deer Run
 - g) M/L 225-148-000; 7 Moose Run
 - h) M/L 225-240-000; 52 Fairway Drive
 - i) M/L 237-045-000; 101 Sugarwood Lane
 - j) M/L 233-027-000; 84 Route 10 South

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APPROVAL OF MINUTES

- ✓ Chairman Haddock asked if there were any changes to the regular and non-public meeting minutes of July 13, 2011. Administrator Newton stated that in the Administrative section, the 2010 abatement refund for M/L 216-143-000; 22 Robin Lane was incorrect and requested it be removed from the minutes. Administrative Assistant Melissa White requested that Police Chief Walter Madore be added as "Present" at the meeting. Conservation Chair Richard Hocker stated that on page 2, Correspondence, Grantham Conservation Commission, second paragraph, it states that the Conservation Commission approached Don and Kayrn Miner about erecting a plaque. Hocker stated it was the Flewelling brothers that approached the Miner's.

A motion was made by Selectman Kimball to approve the minutes as amended and the non-public minutes as written; second by Chairman Haddock. **Approved by majority vote.**

APPEARANCES

- Mike McCrory, Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): Mr. McCrory discussed the ETAP program (Energy Technical Assistance and Planning) which is a statewide energy efficiency program. McCrory stated the ETAP program is grant funded to work with energy consultants to help municipal buildings and write municipal policies for energy efficiency.

Newton stated that Eastman is participating in the program as well.

McCrory stated the program focuses on how they can help the community develop and reach goals they are interested in; geared toward higher energy efficiency. McCrory stated the services are provided for free and can help find ways to fund capital improvements.

McCrory felt an advisory or energy committee should be established. Selectman Kimball and F. Robert Osgood volunteered to escort the energy consultants through the buildings.

A motion was made by Selectman Kimball to participate in the ETAP program; second by Chairman Haddock. **Approved by majority vote.**

CORRESPONDENCE

- Eric Miller: A letter was received from Eric Miller requesting to buy the town-owned parcel known as M/L 211-023-000; 49 Hemlock Lane. Newton stated this parcel was put out for a tax sale in 2008; that the minimum bid was not received. Newton recommended putting this parcel up for a tax sale again.

Chairman Haddock felt a minimum bid requirement should be listed with the wording "or most reasonable, acceptable offer".

A motion was made by Selectman Kimball to approve the tax sale of the property known as M/L 211-023-000; 49 Hemlock Lane; second by Chairman Haddock. **Approved by majority vote.**

- Southwestern Community Services (SCS): A letter was received from SCS informing that as of July 29, 2011 they will no longer offer their mobile outreach program (due to budget constraints).

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- Comcast: A letter was received from Comcast informing of a new program called Internet Essentials that allows people on free or reduced lunch to receive internet service and purchase a computer at a reduced price. Newton felt this program was geared more for the school and has passed it along to them.
- Cross Country Appraisal Group: A letter was received from Cross Country Appraisal Group stating they had reviewed the assessment of M/L 233-021-000; 90 Pillsbury Road and feel the final assessment of \$159,400 is fair and equitable. Newton stated she would forward a copy of the letter to the property owner.

OLD BUSINESS

- Relocation of the Town Forest Sign: Newton asked the Selectmen if they still wished to have the sign relocated. Chairman Haddock and Selectman Kimball said yes.
- Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)- ETAP Program: Discussed above.
- Elderly Exemptions: Newton stated she requested this be added to "Old Business" so discussions can continue on increasing the elderly exemption.
- Wetlands Complaint – 475 New Aldrich Road; M/L 226-010-000: Newton stated that although Mark Brunelle no longer owns this property he is still under cease and desist orders. Newton went on to say that it is very difficult to withhold a building permit from somebody but as a condition precedent if a town has a problematic contractor conditions can be placed so the required silt fencing is in place and inspected before the permit is issued.
- Comprehensive Shoreland Protection Act (CSPA): Newton stated that she continues to work with Zoning Board Chair Conrad Frey and Conservation Chair Richard Hocker to streamline the process of CSPA. Frey has suggested having Lily Pond and Sawyer Brook that is locally protected be put on the state register. Newton felt this would be a good idea and would also give the Town some extra resources for enforcement.
- Structure on Tall Timber Drive; M/L 211-020-000: No update.
- Recreation Park Development: Newton stated she attended a meeting with the State on July 21, 2011 and that because the flood line was not shown properly on the Recreation Park plan the Town has to obtain permission from the Army Corps of Engineers to construct the fields in the flood zone.

Newton informed there is about \$41,000 left from Timken Foundation grant money.

Tentative closing date on the Hastings parcel is scheduled for the third week in August.

NEW BUSINESS

- Health Insurance Transition: Newton stated the health insurance transition needs to be discussed. Chairman Haddock requested this be discussed when Selectman Jones returns.
- Recreation Park Use Application: Newton informed that there have been times where residents have asked permission to use the Recreation Park and gave the Selectmen copies of a draft use application. Newton felt the Town should know if an organization like the Boy Scouts is using the park. Administrative Assistant White pointed out that establishing an application to use the park might make those organizations feel that they have exclusive rights to the park and that no other resident could use it. Selectman Kimball felt a

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section could be added so the applicant would indicate which areas would be used.

- Invoice from the Upper Valley Land Trust (UVLT): Newton stated UVLT paid the \$1,000 deposit for the Hastings lot purchase and now we need to reimburse them.

A motion was made by Selectman Kimball to pay Upper Valley Land Trust \$1,000 to come from the Land Preservation Capital Reserve Fund; second by Chairman Haddock.

Approved by majority vote.

- Invoice from TF Moran: A motion was made by Selectman Kimball to approve the payment of \$4,226.00 to TF Moran and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Chairman Haddock. ***Approved by majority vote.***
- Invoice from Schauer Environmental Consultants, LLC: A motion was made by Selectman Kimball to approve the payment of \$4,463.64 to Schauer Environmental Consultants, LLC and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Chairman Haddock. ***Approved by majority vote.***
- NH DES Wetlands Bureau Application Fee: A motion was made by Selectman Kimball to approve the payment of \$15,243.20 to NH DES Wetlands Bureau and to permit Administrator Newton to request the funds from the Timken Foundation Grant money held by the Trustees of the Trust Funds; second by Chairman Haddock. ***Approved by majority vote.***

DEPARTMENT/COMMITTEE REPORTS

- Building Supervisor: Building Supervisor Osgood informed the exterior door quote previously received from LaValley's has been revised due to the doors being undersized. The new quote is \$4,620 for nine exterior Therma-Tru Fiber Classic FC60-7 fiberglass doors, including installation.

A motion was made by Selectman Kimball to approve an additional \$1,020.00 to LaValley's for the nine exterior Therma-Tru Fiber Classic FC60-7 fiberglass doors; second by Chairman Haddock. ***Approved by majority vote.***

- Fire Department – June Report:

- Six calls for fire/rescue; seven EMS calls.
- Training: Review of the new cut-off saw and techniques. Also reviewed the gas meters and hydrogen cyanide meter.
- Chief Fountain attended the New England Fire Chief's conference.
- Obtaining quotes to remove the underground diesel fuel tank.

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➤ Town Administrator:

- Inspector Woodworth tried to check 485 New Aldrich Road owned by Mark Brunelle for potential building taking place but there was construction equipment blocking access to the property.
- Received an application for employment for the Highway Department. Newton requested permission to respond to the applicant and inform that there aren't any openings at this time. Chairman Haddock granted permission.
- New London Ambulance study questionnaire was received. Chairman Haddock requested Newton work with Selectman Jones to fill out the questionnaire.
- A draft letter to Rumbrook Place, Inc. was reviewed regarding the cutting violation at M/L 226-021-000; 249 Route 10 North.
- Newton asked Selectman Kimball if he could install the display case/sign at the Recreation Park. Kimball said he would.
- Archivist job description has gone out on the town's list serv and TV channel. No inquiries have been received. Chairman Haddock requested Newton to place an advertisement in a local paper.
- Provided Peter Gardiner with the information on submitting a petition warrant article.
- Paving at Town Hall and the Transfer Station is complete. Selectman Kimball requested Groundskeeper Carey add top soil to the border areas and re-seed it.
- Chairman Haddock signed a letter of support for a grant for the Upper Valley Lake Sunapee Regional Planning Commission.
- Don Miner will be at the August 10, 2011 Selectmen's meeting.

OTHER

- Building Supervisor F. Robert Osgood stated that during a recent check of Town Hall he noticed a small group of people using the large, lower lever meeting room and asked if the Jerry Whitney Memorial Conference Room could be used for smaller meetings or functions (in an effort to save energy). The Selectmen agreed that the smaller room should be used when possible.
- Resident Michael Whipple stated the trash receptacle at the Recreation Park was overflowing recently. Whipple felt that it should be removed and the park be a "carry-in/carry-out" facility. Chairman Haddock stated the Town tries to make it clear to the public that they are responsible to clean up after their function.

Newton stated the Recreation Park Committee has debated whether or not to have a trash receptacle at the park; that a sign will be placed indicating the park is a carry-in/carry-out facility.

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- Mr. Whipple stated he has some large pine trees around his house that need to be removed. Whipple stated he lives at 133 Stocker Pond Road and his property is in the 250 foot Shoreland Protection area but none are within the 50 foot buffer zone of the pond.

Newton stated the trees are a hazard and are in danger of falling on his house.

Conservation Chair Richard Hocker stated the trees are a good distance from the pond and would not cause an undue hardship if they were cut.

The Selectmen gave Whipple permission to cut the pine trees and requested a map be provided that shows which trees will be cut.

- Building Supervisor Osgood asked who is responsible for locking the front doors of Town Hall. Osgood felt that whoever is the last to leave Town Hall should lock them. The Selectmen agreed.
- Resident Joey Holmes questioned whether the Library needed to be included in the energy audit since one was conducted several years ago that resulted in new windows being installed, the drop box area enclosed and new fluorescent lights installed. Selectman Kimball felt it would still be beneficial to include the Library.

NON PUBLIC

In accordance with RSA 91-A:3 section II-C, a motion was made by Selectman Kimball, second by Chairman Haddock to enter into a Non-Public session at 6:12 p.m. to discuss a personnel matter. Present were: Chairman Harold Haddock, Jr., Selectman Warren Kimball, Administrative Assistant Melissa White and Town Administrator Becky Newton.

Following proper vote, the Board returned from Non-Public session at 6:23pm.

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, second by Selectman Haddock; *by majority vote, the Board adjourned at 6:24pm.*

The next Selectmen's Meeting will be held on Wednesday, August 10, 2011 at 5:00PM in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,

Melissa M. White

*Melissa M. White
Administrative Assistant*