

APPROVED

Town of Grantham
Board of Selectmen Meeting Minutes
July 14, 2021

The meeting of the Board of Selectmen was called to order at 5:00 PM on Wednesday, July 14, 2021, by Chairman Garland. The Board met in the Grantham Town Building, Jerry Whitney Memorial Meeting Room, and provided electronic access to those individuals who did not feel comfortable physically attending. A telephone number and pin were provided on the notices for the meeting.

Present: Chairman Peter Garland; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Police Chief John Parsons; Fire Chief Justin Hastings; Transfer Station Supervisor Chris Scott; Recreation/Activities Director Emily Rinde-Thorsen; Brian Hastings; and Adam Gardner

APPROVAL OF MINUTES

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of 06/23/2021, seconded by Selectman Kimball. *Unanimously approved.*

CONSENT CALENDAR

1. Payroll Manifest #627 & 628
2. Accounts Payable Manifest #775, 776, 777, & 778
3. Reclamation Fund Payment to the General Fund - \$289.00
4. Zoning Board of Adjustment Appointment: Paula Bresnick
5. NH DRA PA-28 Inventory of Taxable Property Form for 2022
6. Shoreline Protection Cutting Plan:
 - a. M/L 213-020-000; 57 Anderson Pond
7. Building Permits:
 - a. M/L 236-064-000; 2573 Stoney Brook Road – Kitchen Remodel
 - b. M/L 211-034-000; 34 Beech Ridge Road – Shed/Playhouse
 - c. M/L 213-028-000; 7 Rolling Hill – Remove/Repair Three Decks
 - d. M/L 225-203-000; 5 Walton Heath Drive – Solar Roof
 - e. M/L 212-216-000; Frye Lane – Generator for Communication Tower
 - f. M/L 233-039-000; 41 Longwood Drive – Garage
 - g. M/L 212-095-000; 9 Forest Road – Shed
 - h. M/L 215-009-024; 824 Covered Bridge Lane – Deck Extension
 - i. M/L 225-168-000; 22 Troon Drive – Solar Array
 - j. M/L 215-018-000; 5 Anderson Pond – Garage with Lean-to
 - k. M/L 220-032-000; 486 Walker Road – Treehouse
8. Correspondence:
 - a. Comcast: Notice was received from Comcast regarding changes to Xfinity TV service. Impacted customers were notified of the changes through a bill message.
 - b. Homeland Security Emergency Management 2020 End of Year Report: The Homeland Security Emergency Management 2020 End of Year Report was received.
 - c. Newport Food Pantry: A thank you letter was received from the Newport Food Pantry for the Town's generous appropriation of \$500.00.

APPROVED

- d. Public Health Council of the Upper Valley: The Public Health Council of the Upper Valley 2020 Annual Report was received.
- e. Tanya D. McIntire: A letter was received from Tanya McIntire thanking the Zoning Board of Adjustment Members and the Selectmen for the opportunity to serve the people of the Town. She said it was a pleasure to serve, and she values the experience.
- f. Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC): The Upper Valley Lake Sunapee Regional Planning Commission eBulletin for July 2021 was received.
1. A letter was received from UVLSRPC to the municipalities they serve, expressing their deepest gratitude for their continued support and commitment. A brief list of member services and benefits was enclosed.
- g. Zoning Board of Adjustment Notice of Decision: Notice of Decision was received for Case #ZBA 06-2021-01, M/L 215-009-024, that a variance from Article XI-C was approved.

Chairman Garland removed item number 7.b., as it was denied for previous non-compliance.

Item number 7.c. was removed at the owner's request because the property has been sold.

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

CITIZEN COMMENTS:

Resident Adam Gardner introduced himself and said he moved to Grantham about one year ago. He wanted to address the reduced hours at the Transfer Station and pointed out that it does not impede him from using the Transfer Station and that he intended his comments to be helpful. He said that he hears complaints from other residents, and he knows that they are short-staffed and looking for part-time help and wondered if volunteers could help out there. Transfer Station Supervisor, Chris Scott, explained that, in order for anyone, whether employee or volunteer, to be able to work or help at the Transfer Station, that person has to take a course and be certified. Otherwise, they cannot touch anything there. He said he spoke to NH DES about this. Gardner asked how many hours the part-time position is. Scott said about 29 hours but, ideally, he would like to split that out with two to three people. He said he is willing to work with people about the hours if anyone is interested.

Fire Chief, Justin Hastings, asked Scott if he has reached out to the local waste companies about posting a one day per week position, that there might be someone just looking to pick up an extra day. Scott said no, and stated he reached out to his contact at NRRA, and she told him that it is the same everywhere. He will look into it.

Brian Hastings: Brian Hastings asked what's going on with the house on Miller Pond Road that burned down last fall. Administrator White clarified that Hastings meant the property owned by Crystal Brownell on Tall Timber Drive. He said that there are at least five unregistered cars on the property that come and go at different times, and some don't have tires, an unregistered utility trailer loaded with junk, and lumber from what burned and stressed that it's a mess. He said that he is trying to sell his piece of land near there, and when a prospective buyer sees that mess, they say they are no longer interested. Selectman Jones asked how unregistered vehicles come and go if some don't have tires. Hastings said they get hauled in and out of there on a flatbed.

APPROVED

OLD BUSINESS

MPR Safety and Drainage Improvements: White said she is struggling with getting information from Engineer Peter Blakeman. He said he was going to make an adjustment in the Plan and get back to her, and she has not heard from him. She suggested scheduling a meeting with him and the Board. The Board agreed, and Selectman Jones emphasized that it should be soon because they must get this project started soon.

ARPA Funding: White reported that she is still sorting through the application process. She reached out to the Technology Committee to work with them on the Broadband part of it. The Application is due August 18, 2021, and then they will need to have a public hearing.

NEW BUSINESS

Lebanon Ambulance – June Report: The Lebanon Ambulance June Report was reviewed.

Recreation – May and June Report: The Recreation report for May and June was reviewed, and advertising for events was discussed. Selectman Kimball asked Recreation Director Emily Rinde-Thorsen if she has scheduled a Recreation Park Committee meeting. She said she has not, but she anticipates starting them when school starts.

Transfer Station – May Report: The Transfer Station May Report was reviewed.

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

Town Administrator: In June, the office processed 14 Building Permits, one Planning Board Application, one Zoning Application, and 41 property transfers. There was also one inquiry for general assistance.

White attended another webinar about the ARPA monies available to cities and towns and has begun reviewing the materials provided. She reached out to Darren Fagan, Chair of the Technology Committee, for additional assistance in determining if we can move forward with using the monies for broadband.

White received the annual letter and invoices from Primex for Workers' Compensation and Property & Liability Insurance and provided a copy to the Board.

White contacted MRI for a proposal to update the Fire Department SOG's. Fire Chief, Justin Hastings, and White will meet soon to finalize the details before presenting the contract to the Board for approval.

White provided an updated calendar for the office and an updated expense Report for FY2021.

Holidays: 09/06/2021 – Town Offices and Transfer Station closed for Labor Day

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NON-PUBLIC SESSION

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Kimball and seconded by Selectman Jones to enter into a Non-Public session at 5:45 PM. Present were: Chairman Peter Garland; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Fire Chief Justin Hastings

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

A motion was made by Selectman Kimball to leave the Non-Public session and return to Public Session at 6:48 PM; seconded by Selectman Jones. *Unanimously approved.*

A motion was made by Selectman Jones to seal the minutes of the Non-Public session; seconded by Selectman Kimball. *Unanimously approved.*

ADJOURNMENT

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Kimball; by unanimous vote, the Board adjourned at 6:50 PM.

The next regular meeting of the Board of Selectmen will be held on **Wednesday, July 28, 2021, at 5:00 PM.**

Respectfully submitted,



Ann Jasper
Administrative Assistant