

APPROVED

Town of Grantham
Board of Selectmen Meeting Minutes
January 26, 2022

The regular meeting of the Board of Selectmen was called to order at 5:00 PM on Wednesday, January 26, 2022, by Chairman Garland. The Board met in the Grantham Town Building, Jerry Whitney Memorial Conference Room, 300 Route 10 South, Grantham, NH.

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; Liz Borger; Elisabeth Smith; and others remotely

APPROVAL OF MINUTES

A motion was made by Selectman Jones to approve the meeting minutes of 01/05/2022, 01/12/2022, 01/13/2022 and 01/20/2022; seconded by Selectman Kimball. *Unanimously approved.*

CONSENT CALENDAR

1. Payroll #646
2. Accounts Payable #803
3. Sawyer Brook Headwater Sign Revision
4. Application for Veteran's Tax Credit
 - a. M/L 225-071-000; 25 Wedgewood Drive
5. Property Tax Refund Request (Due to Overpayment);
 - a. M/L 222-031-000; Hastings, Saralyn - \$998.05
 - b. M/L 226-025-000; Velozo, Tara - \$3,217.00
 - c. M/L 216-072-000; Eastman Community Association - \$1,565.30
 - d. M/L 213-028-000; Prasad, Vana, Lakshmi & Deepti Poluru - \$5,095.00
 - e. M/L 236-050-000; Browne, Andrea K. & William McFee - \$3,099.00
 - f. M/L 216-028-000; Downing, Lisa A. (formerly Robert Bajko) - \$1,950.00
 - g. M/L 234-050-000; Beasley, Patricia L. Trust - \$67.00
 - h. M/L 222-090-000: Miner, Michael - \$41.00
6. Building Permits:
 - a. M/L 233-110-000; Dunbar Hill Road – New Home Construction
 - b. M/L 213-017-000; 51 Anderson Pond Road – Bathroom Renovations
 - c. M/L 213-134-000; 17 Loon Drive – Shed
 - d. M/L 212-046-000; 42 Butternut Road – Generator
 - e. M/L 212-124-000; 4 Ash Lane – Gazebo
 - f. M/L 214-085-000; 63 Whitetail Ridge – Bathroom Remodel
 - g. M/L 236-010-000; 631 Route 114 – Addition and Demolition
7. Correspondence:
 - a. Peter and Verna James: An email was received from Peter and Verna James praising the Grantham Police Department for going above and beyond the call of duty after a 911 call.

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- b. Conservation Commission Beaver Recommendations: A letter was received from David Wood, Chair of the Grantham Conservation Commission, setting forth the beaver dam problem in Sawyer Book Headwaters and the recommended solutions to be undertaken by the GCC once the ground has thawed.
- c. Grantham Planning Board: A copy of a Notification Letter from the Grantham Planning Board to Kennebec Lumber Company, informing of the approval of their Amended Site Plan Application #01-2022-003, was received.
- d. Melissa White; Conservation Easement Baseline Documentation Report: Town Administrator White provided the Selectmen with the Conservation Easement Baseline Documentation Report on the Stamper Parcel from Ausbon Sargent Land Preservation Trust.
- e. Sullivan County Manager, Derek Ferland: An email was received from Derek Ferland, Sullivan County Manager, giving an update on a few County projects that might be of interest.
- f. UVLSRPC January 2022 E-Bulletin: The UVLSRPC January 2022 E-Bulletin was reviewed.

Town Administrator White requested that items number 6.g. and 7.b. be removed from the Consent Calendar for the following reasons:

- 6.g. Building Permit Application - More time is needed to review the application.
- 7.b. GCC SBH Beaver Recommendations – White asked to postpone discussion on this until after Town Meeting and said she will also need to consult with Primex. She will keep this on the Agenda under Old Business. The Board agreed.

White asked the Selectmen if they wanted to discuss the Sawyer Brook Headwater Sign Revision. The Selectmen said they liked the revision.

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

APPOINTMENTS TO MEET WITH THE BOARD

Liz Borger: Liz Borger introduced herself as a resident of Grantham, and Elisabeth Smith, Pastor of the Grantham United Methodist Church. Borger said that, as the only house of worship in Grantham, they wanted to give an update on the state of the congregation. Like a lot of small churches in the country, they have faced a lot of ongoing struggles over the last few years, before and during Covid, and are trying to figure out where they are going and what their role is in the Grantham community.

Pastor Smith explained that one of her priorities even before the pandemic started, was to try to establish a relationship with other community organizations and leaders for collaboration on identifying the needs of the community and to evaluate how the Church might be able to meet some of those needs. For example, someday they would like to bring back the community lunches that they use to hold at the Church prior to the pandemic, but because of Covid, it is too small of a space to have that many people in one room. She emphasized that they are not interested in evangelizing, but just showing compassion to people who need help.

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Town Administrator White suggested using Town Hall for community lunches because of the larger size. She explained how successful Breakfast with Santa was and what they did differently to make it a success. Chairman Garland made comments regarding what a couple of local Methodist Churches have done in Enfield and White River Junction for their respective communities. For example, every Wednesday in Enfield, they would prepare a free community dinner for the elderly and disadvantaged. About 70 people would attend and during the pandemic, they held it outside when the weather was warm until it got cold. They also had a takeout option during the cold weather. That was sponsored by individuals, several community banks and businesses and was all done by volunteers. Another thing they did was to make arrangements with a local market to donate the day old bread, etc. and bring it in for the food pantry. In White River Junction, they put on a dinner for a fee, with volunteers, and they use that money to support their food bank. They have an inside food bank and an outside food bank where people can come and take what they need. Selectman Jones mentioned the Grantham Community Crisis Fund as a resource and who to contact. She also said there is a food bank in Newport and the Town used to get a lot of donations of food items that were brought to the Newport Food Pantry prior to the pandemic. She thought it would be nice for Grantham to have a small food bank for items that are not perishable.

Borger asked the Board to let them know if they have any more ideas and said they want people to know that they are still there, they are still functional and want to be a viable part of the community. She and Pastor Smith thanked the Board.

OLD BUSINESS

MPR Safety and Drainage Improvements: White reported that the Engineer sent the Plan back to the Surveyor because of the CAD system and wanting the plan to clearly show the easements when recorded. She received the Plan back from the Surveyor on January 24th and forwarded it to Town Counsel for review. Chairman Garland asked White when she thought they could begin the process of preparing the RFP, so they can get things lined up for this coming work season. White expressed concern about construction companies being committed to projects for this season and anticipated it being next spring. Chairman Garland stated that they should move this along as fast as they can because they are coming up on one year since the bond hearing and they owe it to the residents there to make progress. She said she will reach out to the Engineer.

NEW BUSINESS

Police Department – December Report: The Police Department Report for December 2021 was reviewed. Selectman Jones wanted to say that the experience she had with Officers Gamble and MacKenna, when they answered a 911 call, were superb. They were well versed and professional and really helped a lot. Chief Parsons said he will pass that along.

Transfer Station – October and November 2021 Reports – The Transfer Station October and November 2021 Reports were reviewed.

Town Administrator: White stated that there is a major storm coming in on Saturday but it is too early to tell what the exact tract is going to be. She will participate in the Homeland Security and

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Emergency Management webinar Friday at noon to find out the details. She invited Transfer Station Supervisor, Chris Scott, and Road Agent, Jeff Hastings, to join them. White said she is prepared to send out notices if they have to have a closure and asked the Board if they wanted to give her permission to close the Transfer Station if Supervisor Scott feels that it's necessary. Chief Parsons added that Scott called him to find out more details about the storm, however, it was still too early to know the exact tract. He expressed concern about the Transfer Station being open and having people driving around when so much snow is coming down, but they wouldn't have a better understanding of the tract of it until Friday. Parsons explained that Scott was concerned about the short notice to residents, but right now Parsons said that's the best they can do. White stated that she can post any closure or delayed opening on WMUR's closing system

The Vaccination Clinic will be at Town Hall on Thursday, January 27th from 9:00 AM to 4:00 PM.

Since the last meeting, much of White's time was spent preparing for Town Meeting (budget, warrant articles, and Town Report). The budget hearing is set for February 9, 2022. The Board will hold its regular meeting after that. A second budget hearing is scheduled for February 16th if needed. The Town Meeting will be held on March 8, 2022. Polls will open at 10:00 AM and the meeting portion starts at 5:30 PM.

Plodzik & Sanderson have finalized the audit, which will be posted on the website soon. A copy has been given to the Town Clerk for their records.

The NHRS Audit is nearing completion.

White provided the Board with updated expense and revenue reports and the upcoming holiday schedule.

NON-PUBLIC SESSION

In accordance with RSA 91-A:3 section II-1, a motion was made by Selectman Kimball and seconded by Selectman Jones to enter into a Non-Public session at 5:38 PM. Present: Chairman Peter Garland; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Melissa White; Administrative Assistant Ann Jasper; and Police Chief John Parsons

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 5:42 PM; seconded by Selectman Jones. *Unanimously approved.*

In accordance with RSA 91-A:3 section II-1, a motion was made by Selectman Jones and seconded by Selectman Kimball to enter into a Non-Public session at 5:42 PM. Present: Chairman Peter Garland; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Melissa White; and Administrative Assistant Ann Jasper

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

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A motion was made by Selectman Jones to leave the Non-Public session and return to Public Session at 6:05 PM; seconded by Selectman Kimball. *Unanimously approved.*

A motion was made by Selectman Kimball and seconded by Selectman Jones to seal this Non-Public session because it was determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. *Unanimously approved.*

ADJOURNMENT

There being no further business, Selectman Kimball moved to adjourn, seconded by Selectman Jones; by unanimous vote, the Board adjourned at 6:08 PM.

The Board of Selectmen will hold a public Budget Hearing on **Wednesday, February 9, 2022, at 5:00 PM.**

The next regular meeting of the Board of Selectmen will be held on **Wednesday, February 9, 2022, at 5:00 PM** following the Budget Hearing.

Respectfully submitted,



Ann Jasper
Administrative Assistant