

APPROVED

Town of Grantham Board of Selectmen Meeting Minutes December 20, 2023

The regular meeting of the Board of Selectmen was called to order at 5:00 PM on Wednesday, December 20, 2023, by Chairman Peter Garland. The Board met in the Grantham Town Building, Jerry Whitney Memorial Conference Room, 300 Route 10 South, Grantham, NH.

Present: Chair Peter Garland; Selectman Constance Jones; Selectman Warren Kimball; Town Administrator Melissa White; Police Chief John Parsons; and Recreation Director Emily Rinde-Thorsen

APPROVAL OF MINUTES

A motion was made by Selectman Jones to approve the meeting minutes of 12/12/2023, seconded by Selectman Kimball. *Unanimously approved.*

CONSENT CALENDAR

1. 2023 Municipal Assessment Data Certificate
2. Shoreland Cutting Application – M/L 236-012-000; 71 Lumber Lane
3. Veterans Tax Credit Application
 - a. M/L 226-017-000; 125 Shaw Brook Road
 - b. M/L 232-001-015; 5 General Court
4. Building Permits:
 - a. M/L 223-027-000; 10 Fox Run - generator
 - b. M/L 216-177-000; 19 Butternut Road - generator
5. Correspondence:
 - a. Upper Valley Lake Sunapee Regional Planning Commission – The December update was reviewed.
 - b. State of New Hampshire Liquor Commission – A letter was received from the State of New Hampshire Liquor Commission informing that HJN LLC dba/Helen's Place, Helen Whittaker, has made an application to the Division of Enforcement for a Restaurant Beverage/Wine/Liquor license under the provisions of RSA 178:21. Due to the address being listed as 36 Whitetail Ridge, the Selectmen responded that it appears the address was incorrect on the application and that it should have been for 249 Route 10 North where the former establishment known as the Farmer's Table operated. The Board stated in the letter that if the subject property is 36 Whitetail Ridge, the Town submits that it is not a permitted use in that Zoning District.

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

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PUBLIC HEARINGS: Pursuant to RSA 31:95-b:

1. Chair Garland opened the public hearing to discuss and accept a special one-time payment of Highway Block Grant Funds in the amount of \$20,285.96, in accordance with NH House Bill 2, for maintenance, construction, and reconstruction of Class IV and V highways. Hearing no public comment, Selectman Jones made a motion to accept said monies, seconded by Selectman Kimball. Unanimously approved.
2. Chair Garland opened the public hearing to discuss and accept a special one-time payment of Bridge Aid in the amount of \$19,508.90 in accordance with NH House Bill 2 for bridge maintenance, construction of municipally owned bridges. Hearing no public comment, Selectman Kimball made a motion to accept said monies, seconded by Selectman Jones. Unanimously approved.
3. Chair Garland opened the public hearing to advise of the receipt of a grant from the NH Office of Highway Safety in the amount of \$16,754.13 for the purchase of two mobile data terminals and associated equipment for the Police Department Cruisers. Hearing no public comment, Selectman Jones made a motion to accept said monies, seconded by Selectman Kimball. Unanimously approved.

CITIZEN COMMENTS: None.

OLD BUSINESS

MPR Safety and Drainage Improvements: No new information.

758 Route 10 S Zoning Complaint: No Update.

Sawyer Brook Headwaters Forester RFP: No Update.

NEW BUSINESS

Lebanon Ambulance – September - November Report was reviewed. Selectman Kimball stated that response times are as expected.

Recreation Department: Recreation Director Emily Rinde-Thorsen provided an update to the Board on the holiday events she has done since November, including the Coffee Connection event where the Lebanon Community Nurses attended. Looking ahead, Director Rinde-Thorsen said she would like to hold Old Home Day on June 29, 2024, so that securing vendors would be easier. The Board agreed.

Rinde-Thorsen also informed the Christmas tree at town hall is too close to the power line to string lights on it next year and asked for it to be removed and replaced with a smaller tree.

Town Administrator: White informed that in November the office processed six building permits, one planning board application, two zoning applications, and 11 property transfers.

The Broadband project is making progress and Hub66 has entered into an MOU with the School to host

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the equipment. They plan to start installing the equipment soon.

Sawyer Brook Headwaters Conservation Land – Selectmen Kimball made a motion to approve the MOU with the Grantham Conservation Commission to identify the purpose, scope, and responsibilities of the property, seconded by Selectman Jones. Unanimously approved.

White informed the Joint Loss Management Committee completed annual building inspections and the committee met for its fourth quarter meeting to discuss the inspections. Most of the corrective action items have been completed.

White stated she would like to hold another budget work meeting in January. The board agreed to meet on January 4, 2024, at 9 AM. She also asked to discuss increasing the exemption amount for the elderly exemptions. The board felt it was time to propose an increase.

White provided the board with a copy of the November 13, 2023 Capital Improvement Projects Committee, which included their recommendations of funding for various capital reserve and expendable trust funds.

White stated she received the commitment and voluntary participation letters from the State of New Hampshire Hazard Mitigation. Selectman Jones made a motion to approve participation in the grant application process for the update to the Town's Hazard Mitigation Plan, seconded by Selectman Kimball. Unanimously approved.

Chair Garland informed that he met with resident Paul Nicolai regarding the issue of short-term rentals. Nicolai will present a recommendation for a change to the zoning ordinance to the Zoning and Planning Boards, likely for the 2025 Town Meeting.

NON-PUBLIC SESSION

In accordance with RSA 91-A:3 section II-c, a motion was made by Selectman Jones and seconded by Chairman Garland to enter into a Non-Public session at 5:41 PM. Present: Chairman Peter Garland; Selectman Warren Kimball; Selectman Constance Jones; Town Administrator Melissa White

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

A motion was made by Selectman Jones to leave the Non-Public session and return to Public Session at 5:50 PM, 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 5:51 PM.

The next regular meeting of the Board of Selectmen will be held on **Wednesday, January 10, 2024, at 5:00 PM.**

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Respectfully submitted,

Melissa White
Town Administrator