

Town of Grafton
Board of Selectmen
Tuesday, May 4, 2021

Members Present: Cindy Kudlik, Chairman, Jennie Joyce, Tom McGinty, Sue Smith (recorder)

Others Present: Paul Vogt, Denise Smith

The meeting was called to order at 6pm.

Acceptance of Minutes:

Tom motioned to accept the minutes, both public and non-public, of April 20, 2021 and the minutes of April 22, 2021. Jennie seconded the motion. Motion passed.

Selectmen Announcements:

Jennie commented that she drove the back roads and noticed some new activity on Hardy Hill Road.

Tom informed the Board that he met with Bonnie to discuss the furniture, cleaning her office and the upstairs middle room. Tom motioned to have a check written to Bonnie in the amount of \$269 for the office furniture. Jennie second. Cindy agreed. Motion passed. Bonnie inquired if she could have her office cleaned, during her hours, by the same person that cleans the town office building. At this time, the cleaning person is only available on Wednesday mornings. The upstairs middle room stores tax payment records and minutes of previous years as well as other documents. Bonnie requested to have the room locked as a few of the file cabinets appeared to have been opened and items moved around. The selectmen discussed this issue and a recommendation was made to have the filing cabinets with tax payment information in this room locked and to keep the middle room open.

Ex-Officio Reports:

Jennie gave the following report from the Budget Committee – The budget committee reviewed and discussed the budgets. Ed Grinley was voted in as chairman.

Tom gave the following report from Planning Board – The Planning Board reviewed and discussed a letter of recommendation to Mascoma Valley Preservation that was written by Angus Gorman. The discussion of the letter focused on how the final draft was represented. The letter, when submitted with a grant application to Northern Borders Regional Commission (NBRC), made it appear to represent the Grafton Planning Board when it should have represented only one person. Jennie suggested that this situation should be reported to Charitable Trusts as well as L-Chip and NBRC. Tom commented that he would like to know who was on each Board (MVP, FoGL, Library Trustees) when the grant was written in 2019. A letter will be composed and mailed to NBRC and the Charitable Trusts Unit.

Public Comment: None

Appointments: None

New Business:

Accounting Policies and Procedures amendment review – The selectmen reviewed and discussed the amendments made to the Accounting Policies and Procedures manual. After a brief discussion, Cindy motioned to accept the amendments. Tom second. Jennie agreed. Motion passed. A memo will be given to all departments informing them of the amended change to invoice submittals.

Consolidated Communications letter – A Request for Information (RFI) on Broadband Coverage letter was composed to be sent to Consolidated Communications. Tom gave a brief explanation of what the letter is requesting and stated that there is no obligation on the Town's part. Consolidated Communications will have 60 days from receipt of the letter to provide the Town the requested information.

Memorandum of Understanding review – tabled and will be revisited during the next selectmen meeting. The lawyer's recommendations will be forwarded to the Library Trustees.

Town Reports – The Town Clerk is asking permission to discard an abundance of Town Reports from 2006 to 2019 as they are taking up room that is needed for storage. It was decided by the selectmen to post on the Town website to inform the public that the Town Reports will be available for 30 days to those who want them. When the 30 days are up, the above mentioned town reports will be discarded.

Town Office Electrical update – Cindy informed the Board that the electrical project is complete but there is a safety issue with the new electrical box that is outside near the Police Department entrance. Jennie commented that the entrance to the Police Department has been brought up on several occasions during the Safety Committee meetings. Jennie stated that either the entrance needs to be changed to make it handicap accessible or to have Russell use the downstairs as part of his department. This discussion led to the Fire Station Floor and Air Ventilation projects. Tom asked if there was ever a vote in a meeting to have these projects done. Jennie said it had been discussed but not voted on. Tom stated that he had understood that the sealing of the floor and air ventilation should be done this year. He would also like to have an overhead door company evaluate the garage doors and to also find out when the doors were last serviced. Tom will follow-up with the John about getting quotes for the floor and air ventilation system at the next Fire Department meeting. Cindy asked if at the recent budget committee meeting or when Tom talked to John about the project if anyone mentioned that the Fire Department has already spent 60% of their budget for the year. Tom and Jennie said it was not.

Other Business/Correspondence:

Abatement Applications

- Kraus (Map 12 Lot 670) Jennie motioned to accept the assessor's recommendation to deny the application. Tom second. Cindy agreed. Motion passed.
- T. Wightman (Map 11E Lot 979-3) Tom motioned to accept the assessor's recommendation to approve the application. Jennie second. Cindy agreed. Motion passed.
- J. Wightman (Map 11E Lot 979-1) Tom motioned to accept the assessor's recommendation to approve the application. Jennie second. Cindy agreed. Motion passed.

Current Use Applications – McGuire (Map 12 Lot 759) approved. Mascoma Valley Preservation (Map 12 Lot 536) tabled for further review.

Intents to Cut – Stanion (Map 6 Lots 951, 951 Sublots 1,2,3,4,5,6, & 7) approved. Bergamini (Map 7 Lot 846) approved.

The selectmen reviewed and discussed the following correspondence:

- Approvals for Construction – Map 11 Lot 531 and Map 16 Lot 228-6
- NHMA Legislative Bulletins
- Letter from Sandi Pierson thanking the Road Agent for remedying a road situation
- Letter from NHDRA re: 2020 Total Equalized Valuations
- Quote from Inov8v Energy to replace 275 gallon oil tank and adding a concrete pad in the Town Office basement. After a brief discussion, Cindy motioned to inform Inov8v that the selectmen accepted the quote. Tom second. Jennie agreed. Motion passed.
- Email from Kathy Lund, GVA Captain, requesting approval to purchase a gift certificate for the owners of Golden Cross Ambulance as a thank you for loaning their ambulance while Grafton's ambulance was out for repair. After a brief discussion, Tom motioned to approve the request. Jennie second. Cindy agreed. Motion passed.

Public Comment:

Paul Vogt inquired if the cook shack was going to be built with green lumber. Jennie stated that she had the same question and spoke with Russell. Russell informed her that the wood was cut during the winter and good to use for the cook shack.

Final Comments from Selectmen:

Jennie informed the Board that she read some comments on a Facebook page regarding the riding arena located on the recreation field. Jennie commented that a few years ago a group of volunteers came before the selectmen asking to use the riding arena and in return they would make sure the arena was kept up (cleaned up, trash removed) after each use. Over time the posts were rotting and it was decided to have them removed by the Town due to one of the riders getting hurt. The volunteers then came before the Board asking the Town to purchase posts for the riding arena and that the volunteers would rebuild the arena as a project for one of the riders. The selectmen informed the volunteers at that time that the Town did not have the extra money in the budget to build a riding arena. The selectmen asked the volunteers to provide estimates for the building materials and a special warrant article could be placed on the next year's warrant. No estimates were given to the selectmen. Another issue that was not mentioned in the Facebook post that Jennie brought up was the fact that the waivers of liability were never signed and returned to the Town.

Tom commented that he would like to have the morning selectmen meeting changed back to a night meeting. There was a brief discussion but not decisions were made.

Tom also commented that he would like to find out if there is an easement with regards to a property located on Riddle Hill Road/Williams Hill Rd.

Cindy motioned to adjourn. Jennie second. Motion passed. Meeting adjourned at 8pm.

Respectfully submitted,

Sue Smith, Administrative Assistant