

**Town of Grafton
Board of Selectmen
Tuesday, April 20, 2021**

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

Others Present: Gary Whitney, Rich Angel, Paul Vogt, Denise Smith, Genevieve Smith, John Babiarz, Ed Grinley, Dianne Burrington, Gayle Gagnon, Gretchen Renee, Jon Bautel, Bruce and Alice Sunnerberg

The meeting was called to order at 9am.

Acceptance of Minutes:

Tom motioned to accept the minutes of April 6, 2021. Jennie second. Motion passed.

Selectmen Announcements:

Jennie commented that she has not heard back from Chris Rollins and will make a follow-up call with him tomorrow.

Cindy stated that the Town Attorney sent his comments regarding the Memorandum of Understanding (MOU) between the Library Trustees and Friends of Grafton Library. Cindy would like to have a discussion about this during the next selectmen meeting prior to the MOU being sent to the Library Trustees.

Ex-Officio Reports:

Tom gave the following report from the Fire Department – The mouse issue has been resolved, emergency response drivers were spoken to about slowing down, Fire Engines are being repaired and the by-laws and procedures will be reviewed. Discussion about sealing the floor and ventilation system was also discussed.

Cindy gave the following report from the Ambulance Department – Minutes/notes are being taken by the Captain. The ambulance broke down last week and is currently at Lebanon Ford for a diagnosis and possible repair. A loaner ambulance has been provided on a short term basis at no charge. The Ambulance Department and Selectmen need to look at funding for future possibility to replace the ambulance in a couple of years.

Public Comment:

Jon Bautel thanked the selectmen for the placement of the stop sign on the corner of Williams Hill Rd/ Riddle Hill Rd. Jon also inquired as to who is responsible for removing trees along the side of the road. The selectmen stated that if the trees are near the electric lines, it is the electric company otherwise it is the property owners responsibility. The highway department cuts back the brush along side the roads.

Rich Angel commented that his landlord was sent a letter by certified mail from the Tax Collector and the letter stated that he was going to be charged the certified letter fee. Jennie informed Rich to have the landlord make an appointment with the selectmen to discuss the letter.

Appointments:

Dianne Burrington, President of Grafton Historical Society, met with the selectmen to discuss the three (3) leases that are currently on file with the Town. Dianne requested that the leases be consistent in wording and to have an expiration date of 10 years each. The expiration date will give the Historical Society time to plan and implement projects. The Historical Society would like the E. Grafton Christian Union Church be revised to not include the parsonage as a building to be responsible for renovating. This request comes from the recent inspection that was done by Primex on Wednesday, April 14, 2021. The Historical Society will work with the selectmen to come up with a resolution regarding the parsonage. Jennie stated that it is possible to sell the parsonage but it would have to be removed from the premise. Jennie also stated that the well could then be hooked in the church and the land where the parsonage is could be turned into a parking lot. Dianne stated that she has some contacts that salvage buildings and will get further information. The leases will be revised and a meeting will be scheduled in the future for review.

Gretchen Renee met with the selectmen to discuss road conditions and right-of-ways. She stated that she met with the selectmen in 2015 to discuss better management with the Town Roads. She was to have a meeting with a selectman and the Road Agent but it was canceled by the selectman. There was no follow-up since that time. Gretchen feels it would be a good idea to implement a road management plan for the appointed position.

Ed Grinley, on behalf of the Recreation Committee, met with the selectmen to discuss bids to construct a cook shack. Ed stated that 9 bids were submitted and the recreation committee chose the following three (3):

- Razor Hill Excavation for Site Work: \$3,112
- Ray Blake Construction for concrete slab: \$15,800
- Russell Poitras for construction of cook shack: \$22,500

Cindy voiced her concerns about the plan being incomplete; no electric, plumbing, paint, etc and that the existing cook shack was torn down without permission. Ed stated that it was a miscommunication about taking the building down and giving it away. Cindy inquired as to where the equipment that was inside the building taken. Ed stated that it was placed in the Pole Barn and will be put back into the new cook shack. Ed also stated that he is talking with a couple of electricians to get estimates. Cindy would like Ed to submit a complete plan so that the taxpayers know where the money is being spent. Tom also stated that he would like to see a complete plan as well. John Babiarz provided a list of items he would be looking for to sign off on an occupancy permit. A special meeting will take place on Thursday, April 22, 2021, 5:15pm at the Town Hall to review the missing items that were not included in the original plan and to make a decision on replacing the cook shack.

New Business:

Fraud Policy review- The selectmen reviewed the Fraud Policy and after a brief discussion, Jennie motioned to accept the Fraud Policy. Tom second. Cindy agreed. Motion passed.

TAN Authorization to Town Treasurer – The selectmen signed a letter authorizing the Town Treasurer to apply for a \$400,000 TAN loan.

Review of Consolidated Communications Fiber Proposal – The selectmen reviewed and discussed a proposal from Consolidated Communications for Fiber to be placed in the Town Office Bldg, Fire Station and Library. The proposal was more than the current phone bill and follow-up questions will be presented to Ian Silberman, representative from Consolidated Communications.

Other Business:

The following documents were reviewed and signed by the selectmen:

- Cemetery Deed – John Babiarz notarized the selectmen signatures.
- Building Notification – Senter (Map 11 Lot 1177) tabled for further information
- Elderly Exemption application
- Timber Tax Warrant – Holland (Map 17 Lot 661)
- Land Use Change Tax warrants – Loughlin (Map 7 Lot 289-3-01); Daigle (Map 7 Lot 289-3-04)
- Veterans' Credit application

Before reviewing the correspondence, Jennie motioned to pay the Town Clerk \$269.90 for the office furniture. Cindy commented that she would like to know where the shelving units are located as well as the chairs before paying any money. Cindy also stated that one of the desks will no longer be in use. No second was made.

The selectmen reviewed and discussed the following correspondence:

- Contract with Horizons Engineering for the Grafton Landfill 2021. After a brief discussion, Tom motioned to accept the agreement with Horizons Engineering. Jennie second. Cindy agreed. Motion passed. Cindy signed the agreement.
- DOT Driveway Permit – Map 12 Lot 1027-2
- Approval for Construction – Map 11 Lot 180-1
- NHMA Legislative Bulletin
- VNA 2020 Annual Report

Public Comment:

Denise Smith inquired if the selectmen were aware that broadband was being talked about on the internet. Tom stated that he has been in contact with a residential representative from Consolidated Communications and will be sitting down with this person to fill out paperwork to get more information. Tom will give an update when he has more information.

Final Comments from the Selectmen:

Cindy commented that she would like to have the financial policy updated to reflect the online credit card charges for DMV and property taxes, invoice and reimbursement due dates. Cindy stated that she would like to have the updates reviewed and approved during the next selectmen meeting.

Rabies Clinic will be held on Saturday, May 8, 2021 at the Town Hall. Residents still have time to pay the dog licensing fee without any penalties. The penalties begin June 1, 2021.

2020 Audit will be taking place May 3rd, 4th and 5th at the Town Office.

Tom motioned to go into non-public session with Bruce and Alice Sunnerberg in accordance with RSA 91-A:3, II(c) regarding property ownership at 11:09am. Cindy second. Motion passed.

Tom motioned to come out of non-public session. Jennie second. Motion passed.

Public session resumed at 11:43am.

Cindy announced that there was discussion about road conditions and boundary lines. No decisions were made.

Tom motioned to adjourn. Jennie second. Motion passed. Meeting adjourned at 11:45am.

Respectfully submitted,

Sue Smith, Administrative Assistant