



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, July 03, 2023 – 4:00 p.m. – Town Hall Conference Room

Members Present: Randy Bunnell, Laura Malloy, Vaughan Morgan, Steve Smith, Paul Stanley

Staff Present: Paul Sanderson, Town Administrator

Also Present: Dennis Malloy, NH State Representative; Chief Tucker, Greenland Police Department

Chair Smith opened the Board of Selectmen meeting at 4:00 p.m. A roll call was taken, and it was announced a quorum was present and the meeting was being live-streamed and recorded.

I. CONSENT AGENDA

1. Energy Aggregate Committee Appointment: Peter Bowman has submitted an application for appointment to the Energy Aggregation Committee. His email is attached.
2. Conservation Commission: The Conservation Commission sent out bid requests for mowing. Two bids were received: Piscataqua Landscapers - \$2,659.97; Grandscape Yard Maintenance - \$1,800. The Conservation Commission voted to accept the bid from Grandscape Yard Maintenance. Funding will be through the Conservation Commission warrant article.
3. Payroll Manifest: \$68,157.13
4. General Fund Manifest: \$1,549,489.79 (Health Trust: \$47,680.82; NY Life: \$630.47; School: \$1,285,000; Weeks Library: \$108,660.08; Town: \$107,518.42)
5. Police Special Detail Transfer to General Fund: \$17,751.50

MOTION: R. Bunnell moved to approve the Consent Agenda as presented. Second – V. Morgan; all in favor.
MOTION CARRIED

II. PUBLIC COMMENTS

Tower Place Road - Richard Rugg, 25 Stratham Lane: R. Rugg had discussed with TA Sanderson selling the right-of-way into the Tower Place development to the developer so the Town would not have to maintain the road. TA Sanderson had told R. Rugg that the Planning Board had taken it under advisement and did not want to sell the right-of-way. The Planning Board held a non-public session, and the minutes were sealed. R. Rugg did not understand why there was not a public session to move a Town road to a developer. He continued that it would be in the best interest of the Town to get rid of the road.

DRAFT: SUBJECT TO CHANGE

TA Sanderson gave the Board a copy of the plan showing the road. R. Rugg noted that the Town portion of the road was highlighted in yellow. The developer had to build the road. The plans call for a turnaround; R. Rugg stated a hammerhead stop was needed.

R. Rugg asked the Board to consider requesting the Planning Board reconsider their action. Responding to V. Morgan, S. Smith, Board of Selectmen representative to the Planning Board, stated he would have to refer to his notes to explain the Planning Board action. R. Rugg was concerned about safety and mentioned a scenario where something happened, and no one could get in or out for several hours.

TA Sanderson explained that the situation was slightly more complex. He also noted that S. Smith was not the Board of Selectmen's representative to the Planning Board at that time. TA Sanderson stated that the development had been under Planning Board consideration since 2021 and gave the Board a brief background on the parcel. As part of the approval for the Maple Drive subdivision, a parcel of land was conveyed to the Town. The Town has owned its portion of the road since 1987; there is a deed to the Town for the road. A Town Meeting vote is required to sell Town property. TA Sanderson continued that there was consideration to have this area put into private ownership because the roads within the subdivision must be private according to the Ordinance: public roads are not allowed in an age-restricted housing development.

TA Sanderson stated that there was a way to keep the road public and have the maintenance obligations taken care of by the developer: create it as a Class VI road and there would be no duty to the Town to maintain the road. It could also have been declared an emergency lane under statute and would have absolved the Town of all liability. It was considered by the Planning Board. They conferred with the Planning Board Attorney; their determination after receiving legal advice was that they did not wish to go in that direction. They opted to have the road remain public with a cul-de-sac. TA Sanderson noted that the information was the basis of legal advice given to the Planning Board.

R. Rugg questioned what could be so important that the minutes were sealed and not made public. Members of the Board responded that discussions took place during a legal portion of the meeting. TA Sanderson, responding to V. Morgan, stated that because it was legal advice given to the Town, and it would be their decision to make.

Seacoast Long-Term Drinking Water Commission Project - Dennis Malloy, 10 Van Etten Drive: At the last meeting, D. Malloy stated that the project was moving forward and is testing private wells for various chemicals. He corrected that testing is also being done for PFAS and PFOS.

Police Department: Chief Tucker introduced Trevor Demo, the newest police officer, to the Board. He had been sworn in earlier in the day by the Town Clerk. Chief Tucker gave the Board a brief background on T. Demo. He will start at the academy on July 31st.

III. APPROVAL OF MINUTES

1. Monday, June 19, 2023

MOTION: V. Morgan moved to approve the minutes of Monday, June 19, 2023. Second – R. Bunnell; four in favor, one abstained (P. Stanley). MOTION CARRIED

IV. OLD BUSINESS

1. Tower Place Off-Site Improvements

TA Sanderson explained that when Tower Place receives its State approvals and permits, 40 units will be built. Damage to Magnolia Lane is anticipated due to logging and construction. TA Sanderson noted that Magnolia Lane has never been improved since it was constructed in the early 1980's. It will be on the Town's road program for reclamation. TA Sanderson noted it should not be reclaimed until it has been destroyed. An agreement has been reached with the developer: he will pay between \$29,000 and \$35,000 towards the reclamation process of Magnolia Lane after the majority of heavy construction has been completed. TA Sanderson noted the negotiations were done by Mark Fougere, Planning Board Consultant, and Eric Weinrieb, Altus Engineering. They recommended the Board of Selectmen sign the agreement.

R. Bunnell questioned if that was enough to reclaim the road considering the damage that may be done. TA Sanderson stated that reclamation will be many times that amount. The road may have to be taken down to a sub-base and reconstructed. The developer will cover the cost of the final topcoat. They felt that would be fair due to the existing poor condition of the road. Responding to R. Bunnell, TA Sanderson estimated that the road construction would be fairly comparable to the Bayside Road project, which cost approximately \$195,000. The range could be \$190,000 to \$200,000, depending on the price of asphalt and when road construction occurred.

MOTION: V. Morgan moved to approve the paving agreement between the Town of Greenland and Joseph Falzone, developer of Summer Wind Place. The Chairman of the Board of Selectmen is authorized to sign the agreement. Second – L. Malloy; four in favor, one opposed (R. Bunnell). MOTION CARRIED

2. 2022 Audit Update

Plodzik & Sanderson, auditors, will be on-site starting Monday, July 10th. Substantial amounts of information have been provided to Plodzik & Sanderson. The Trustees of the Trust Funds have their information ready and available; the Library brought their information in earlier today. TA Sanderson and S. Smith noted that the information given to the auditors is further ahead than previous years.

3. Cyber Security

Primex, the Town's insurer, had sent an email indicating that there were requirements in the insurance policy in case of a ransom ware attack or something similar. TA Sanderson immediately contacted RTM, the Town's IT Specialists, asking them how Greenland would answer the questions from Primex.

There was a TEAMS meeting last week with RTM, R. Bunnell, Chief Tucker and TA Sanderson. It was discovered that there are gaps: the Town does not have appropriate server backup or email in place; the Police Department does. The Town has the beginning of threat detection, logging, and other aspects to allow the Town to determine if something happened; the Police Department does not have that protection.

TA Sanderson has received a quote for the backup system; the Police Department has a quote for the necessary protection. That would be the beginning of the recommendation to make the Town more secure and capable of meeting the requirements from Primex.

DRAFT: SUBJECT TO CHANGE

R. Bunnell suggested to TA Sanderson and Chief Tucker that there are things the Town could be doing better; those things needed to be prioritized due to the costs involved. R. Bunnell used the example of a penetration test: he noted it was difficult to find good talent for penetration testing and it was expensive. There are other priorities; however, a penetration test should be done later. R. Bunnell noted there are some free resources available through the State. Responding to a question from L. Malloy, R. Bunnell explained that the penetration test will identify vulnerabilities in the infrastructure and architecture. He was not as concerned with the Town or the Library; he was concerned about the Police Department. R. Bunnell further explained that a good penetration tester tries to hack into the system to locate any faults.

It was noted that TA Sanderson cannot log into the server if there was an emergency. TA Sanderson clarified that there is no one in the Town Office that is capable of operating the server. Chief Tucker noted that RTM can be contacted 24/7. TA Sanderson agreed they do have support staff; however, there was no one onsite that could access the server to make any necessary changes. Chief Tucker stated it was the same in the Police Department. V. Morgan questioned if that was something that should be available; R. Bunnell stated that someone should be available onsite to be trained, noting that response time by RTM was not great. In an emergency, someone would be needed immediately. R. Bunnell noted that the school has an onsite IT analyst that is shared with Rye and Newington. A part-time person or current staff should be considered and trained in IT. Chief Tucker stated it was not a simple thing and possibly a year long class. L. Malloy suggested contacting the school about sharing their IT analyst. TA Sanderson agreed that discussing their overall design structure and qualifications of an IT analyst would be a good idea.

4. Other Old Business

Second Reading of Policies: R. Bunnell would like to have a second reading of the policies submitted at the last meeting. He requested members review them for the next meeting, with adoption of the policies to follow. TA Sanderson stated that the Body Worn Camera policy has been submitted to legal for review. There will be additional policies as a result of the cyber security review.

V. NEW BUSINESS AND ADMINISTRATIVE

1. Other New Business

TA Sanderson noted that there will be a transfer from the Police Special Detail account to the General Fund in the amount of \$17,751.50. This transfer will reimburse the General Fund for costs related to administration and wages, NH Retirement, Social Security, and Worker's Comp.

Included in the manifest approved by the Board was the purchase of police ballistic vests. That money will be reimbursed from the Capital Reserve Fund. Chief Tucker clarified that the CRF covers 50% and the budget covers 50%. Those will be reimbursed through the Trustees of the Trust Funds.

VI. ADJOURNMENT

MOTION: V. Morgan moved to adjourn at 4:32 p.m. Second – R. Bunnell; all in favor. MOTION CARRIED

NEXT MEETING

Monday, July 17, 2023 – 6:30 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant