



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, November 20, 2023 – 6:30 p.m. – Town Hall Conference Room

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

Late Arrival: Randy Bunnell

Staff Present: Paul Sanderson, Town Administrator

Also Present: Susan Parker – Greenland/Newington PDA Representative; Members of the Energy Committee

Chair Smith opened the Board of Selectmen meeting at 6:30 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. PUBLIC HEARING

1. Road Name Change: Tide Mill Road to Lavendar Way

A request was made to rename Tide Mill Road. TA Sanderson updated the Board that the request had been withdrawn. After discussion with Lavendar's family and information provided by a resident on Tide Mill Road, the decision was made not to pursue this change; there may be a more fitting remembrance of Lavendar.

S. Smith opened the public hearing to comments. A resident of Tide Mill Road stated she was glad the name did not change due to its history. John Algren, Tide Mill Road, clarified that the petition to change the name of Tide Mill Road had been withdrawn.

MOTION: V. Morgan moved to withdraw the request to rename the Portsmouth Avenue side of Tide Mill Road to Lavendar Way. Second – L. Malloy; all in favor. MOTION CARRIED

2. Acceptance of Block Grant Aid Highway Payment

R. Bunnell arrived.

The Town received a Block Grant Aid Highway payment from the State in the amount of \$25,997.80. This was a one-time payment for municipalities to be used for highway improvements.

MOTION: V. Morgan moved to accept and expend the November 2023 Block Grant Aid Highway payment in the amount of \$25,997.80. Second – L. Malloy; all in favor. MOTION CARRIED

II. APPOINTMENTS

1. Energy Committee

Peter Bowman, member of the Energy Committee, addressed the Board. He thanked the Board for their interest in bringing community power aggregation to Greenland by appointing their members as advisors in the process.

They requested the Board approve a warrant article for the Town Meeting in March 2024 authorizing the implementation of the community power aggregation. The Selectmen were also asked to authorize the Energy Committee to work with a vendor of their choice to bring community power aggregation to residents. Current electricity rates were included in the information provided to the Board. A full copy of their requests are on file.

TA Sanderson stated that the warrant article for March 2024 was an early January timeframe because the Town was on the SB2 schedule for the public hearing and deliberative session. An electricity aggregation plan would need to be created and subjected to two public hearings before January 16, 2024. TA Sanderson noted that it was a tight timeframe. A warrant article would be created to adopt the electricity aggregation plan available to voters at the public hearing in January. It would go from the public hearing to the deliberative session in the first week of February and then to the voters in March. He asked the Energy Committee if they could meet that schedule, noting that other communities took two years to accomplish what they were trying to do in one year.

P. Bowman stated that in the past the community power concept was new. The State and Public Utilities Commission were not ready, and the process took years. P. Bowman will consult with committee members about meeting the schedule. TA Sanderson will help with the warrant article. P. Bowman stated they would work with one of the suppliers to expedite the process. S. Smith stated that he would like the Board to have a complete package to present to the public. Cindy Gunn, Energy Committee Co-Chair, stated that each vendor has reassured them that they are familiar with the process and are confident they can meet the January deadline.

TA Sanderson noted there are two Selectmen meetings left in December. He can provide samples of warrant articles and help with the public hearings. TA Sanderson stated that if the Energy Committee selected the vendor, they would be selecting the electricity aggregation plan based on that vendor. P. Bowman commented that they have worked with three vendors, and none are a bad choice. R. Bunnell would like them to recommend one vendor due to the time crunch. The Energy Committee was asked to come to the next meeting with their recommendation for a vendor and the aggregation plan.

MOTION: V. Morgan moved to continue further discussion of the community aggregation plan until the meeting on Monday, December 04, 2023. Second – R. Bunnell; all in favor. MOTION CARRIED

2. Susan Parker, Greenland/Newington PDA Representative: PDA Update

Susan Parker, Greenland/Newington PDA Representative, updated the Board on the latest PDA meeting held Thursday, November 16th. Sig Sauer project at 165 Arboretum LLC: The site review and subdivision application received approval for the development of a 182,200 square foot facility, south of the NHDOT roundabout. They are looking for another site approval extension. There are underground Department of Defense fuel lines on the site to the location where the bombers were based, down to the river. Sig Sauer had intended to leave the pipes under the construction on the site. The site approval extension

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was granted by the PDA. S. Smith asked S. Parker if that would have anything to do with the Newington Planning Board approvals. S. Parker responded, 'not so far' and was unsure if it was a jurisdictional issue with the pipes being so far underground.

Executive AirDock LLC has received site review approval for hangar development on Hampton Street. The PDA approved a one-year extension of the site review approval. AirDock is now back at the PDA for another one-year extension and does not require any change in the conditions of building that were previously granted. Fidelitone Freight Forwarding Services: Have been granted a four-year lease. Pier regulations have been completely revised.

S. Smith mentioned that Portsmouth was looking for land on the Tradeport for recreation. S. Parker stated that has not been discussed yet. S. Parker updated the Board on the airport shut down due to a problem with fire trucks. A letter has been written to the Secretary of the Air Force and the Chief of the National Guard Bureau by the delegation to the Senate and House.

3. Roads: Eric Weinrieb, Altus Engineering

Eric Weinrieb and Steve Moraski, Altus Engineering, reviewed paving with the Board. S. Moraski has been handling inspections and working closely with the site contractors over the last year. A lot of binder courses and repair work have been done; not much wearing course as been done. E. Weinrieb reviewed the roads that have been done over the last several years (report is on file). The company hired to do striping never completed their contract: they did half the work and did not finish. The Town has not sent a Notice of Termination. Justin Gamester, Public Works Department, has contacted a company but a contract has not been received. Work at the bins by the shed for Public Works has been scheduled. A wearing course is needed on Fairview Drive; wearing course weather is ending.

L. Malloy questioned the process when work scheduled for 2023 is not done. TA Sanderson explained that the funds were encumbered for the contract that was entered into in late 2022 and used in 2023 to do repairs over the summer. The maintenance provider does not do the type of work being discussed; they are not a paving company. TA Sanderson noted they have been trying to use all the funds in the 2022 contract; funds not used will lapse. TA Sanderson added that the contractor has been very responsive when contacted and have done a great job. E. Weinrieb stated that their goal is to address each road in depth.

Altus Engineering has laid out roadways and a budget for 2024. They recommended appropriating \$422,000 for roads and crack sealing; it did not include crack sealing. Altus Engineering wanted to attack crack sealing on the Town's good roads to keep them in good condition. E. Weinrieb explained that crack sealing prevents water from getting in between the pavement and subgrade where there are frost conditions, and the road starts breaking apart. Crack sealing is preventative maintenance done on roads in the best conditions and not old roads.

Over the last three years, approximately 8% of the linear feet of road in Town has been done. E. Weinrieb recommended appropriating \$422,000 or a little less annually to keep ahead of road repairs. Heavily travelled roads may need repairs every 8 to 10 years.

TA Sanderson noted that information was used from the 2016 road report; 39 projects have been done since that report was generated. TA Sanderson was hoping to utilize the Capital Reserve Funds next year: the Road Maintenance CRF and the Municipal & Regional Transportation Improvement Fund (from vehicle registrations) total just over \$1 million. In addition, \$25,000 was received from the Highway

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Block Grant and \$75,000 in restricted transportation funds from the 2022 audit. If the Capital Reserve Funds can be utilized, funds would not have to be appropriated through the operating budget.

Through the comprehensive maintenance agreement, road conditions will be noted before it is time to pave. Preparations could be made one to two years before work was needed by making sure there was vegetation clearance, drainage was clear, and that the utilities were aware that a specific area was going to be reworked and paved.

R. Bunnell stated that the information provided by Altus Engineering was detailed and informative. R. Bunnell questioned the cost of road repairs to Allen Farm Road; he thought the cost was over \$20,000 and the cost shown was \$2,900. S. Moraski explained the amount shown was estimates by unit price; the actual cost was based off square yardage and unit price; other incidental costs (example: police detail) were not included in the pricing. S. Moraski explained the difference between reclaim and binder. E. Weinrieb explained how it is determined when a road is scheduled to be done.

R. Bunnell and S. Smith advocated for roads in their neighborhoods to be repaired. E. Weinrieb stated the challenge was the cost. Town and State portions of roads were discussed.

TA Sanderson explained that he would present the \$400,000 plan for road work in 2024 to the Budget Committee and voters; that amount would be appropriated from the Capital Reserve Fund. Contracts would be issued in February, most likely through Altus Engineering. An existing contract was used this year. Responding to R. Bunnell's question about the cost of asphalt, E. Weinrieb stated that he felt the cost was leveling off.

III. APPROVAL OF MINUTES

1. Monday, November 06, 2023

MOTION: R. Bunnell moved to approve the minutes of Monday, November 06, 2023. Second – L. Malloy; all in favor. MOTION CARRIED

IV. OLD BUSINESS

1. Rename Tower Place to Summerwind Place

At the last meeting, the Board approved the name of the private road in the age-restricted development off Magnolia Lane as Summerwind Place. The developer has requested that the Town portion of the road into the development also be named Summerwind Place; it is currently Tower Place.

MOTION: R. Bunnell moved to rename Tower Place to Summerwind Place. Second – P. Stanley; all in favor. MOTION CARRIED

2. Road Bond Reduction: Stillwater Drive

Stillwater Drive remains under construction and is not ready to be accepted as a Town road. The developer has requested a bond reduction. Altus Engineering has done inspections and recommended a reduction in the bond to \$156,811.74, a reduction of \$86,237.26. The Town holds a cash bond and will refund the developer.

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MOTION: V. Morgan moved to reduce the bond for Stillwater Drive to \$156,811.74 as recommended by Altus Engineering. A refund of \$86,237.26 will be made from the escrow account and not the Town budget. Second – R. Bunnell; all in favor. MOTION CARRIED

3. 2024 Budget Review

TA Sanderson updated the Board on the Budget Committee meeting on Saturday, November 18th. Various components of the Town budget were reviewed. The Town budget will be reviewed on Saturday, December 02nd, following the School budget.

During the Town budget review, compensation and policy issues were discussed. TA Sanderson has contacted Municipal Resources, Inc. (MRI); they are available to help with the Personnel Policy, and wage and hour studies. Carol Granfield was recommended as a Senior Consultant at MRI and has a great deal of municipal experience. TA Sanderson gave the Board a brief background on C. Granfield. TA Sanderson strongly recommended getting a scope of services, which would help with some of the long-standing issues in 2024. The Board agreed it was a good idea.

TA Sanderson suggested the Chair be appointed to discuss concerns with the consultant. S. Smith did not mind taking on that role; L. Malloy is available after the first of the year. TA Sanderson noted that enough information would be available in the initial discussions to allow for reasonable budgeting purposes. The initial discussion could happen in December.

MOTION: R. Bunnell moved to authorize the Board of Selectmen Chairman to discuss the services for an HR and personnel policy conversation. Second – V. Morgan; all in favor. MOTION CARRIED

TA Sanderson will make the arrangements for the initial discussion.

R. Bunnell, reviewing the budget meeting on Saturday, November 18th, stated that he was not prepared for the 100% increase in wages for the Fire Department. He had a difficult time looking at their budget and breaking down where the additional money was coming from. The Budget Committee did not request the Fire Department be at the meeting on December 02nd, but R. Bunnell assumed they would attend; TA Sanderson assumed the same thing. R. Bunnell was definitely concerned about the increase in the Fire Department budget. V. Morgan stated for the record that he was concerned about Chief Cresta getting and retaining Fire Department personnel, adding the Board should also consider that. TA Sanderson stated that it was still early in the budget process, and nothing was engraved in stone. He was preparing and getting feedback. As much detail as possible will be submitted on Saturday, December 02nd.

L. Malloy stated that at the meeting on November 18th, there were questions and comments about the Police Department. As the liaison to the Police Department, L. Malloy's responsibility is to report back; it is not to influence or advise policy. The Selectmen are responsible for conducting departmental evaluations; it is not the responsibility of the Budget Committee to weigh in.

4. Other Old Business

There was no 'Other Old Business' to discuss.

V. NEW BUSINESS AND ADMINISTRATIVE

1. Other New Business

Historical Society: Karen Mason, on behalf of the Historical Society, requested permission from the Board to use the pictures on the wall in the Conference Room. The Town Clerk has given her permission to use the black and white framed pictures in that office.

In May, K. Mason informed the Board that Arcadia Publishing had contacted the Historical Society; Arcadia Publishing has accepted her proposal (a copy is on file) for a book about Greenland. The line of books is *Images from America*; the working title of the book will be *Greenland*. The thrust of the book will be how the civic groups have kept the Town growing. The time span will be 1706 to 1956. The focus will be on the townspeople and the institutions.

K. Mason explained that she carefully removes the photos from the walls and scans them. If the publisher is satisfied with the scans, the original pictures will not have to be sent. V. Morgan did not have a problem with K. Mason using the pictures as long as she was careful, and the pictures were put back up the same way.

MOTION: S. Smith moved to authorize the Historical Society to use the pictures in the Conference Room display they feel are needed for the book project. S. Smith will be responsible for any damage. Second – L. Malloy; all in favor. MOTION CARRIED

VI. CONSENT AGENDA

1. Payroll Manifest: \$88,694.40

2. General Fund Manifest: Total: \$138,829.96 (Recreation: \$656.09; NH Retirement: \$43,639.24)

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

Discussion: R. Bunnell questioned the October charge from Pearl's Landscaping; was Piscataqua Landscaping's contract in place at that time? TA Sanderson explained that contracts were allowed to run their course through the end of 2023. TA Sanderson explained the welfare process: it is more efficient to have the City of Portsmouth handle the welfare program. Portsmouth employs a full-time Welfare Administrator who has access to various types of services. Greenland refers welfare cases to Portsmouth; Portsmouth bills Greenland for the amount of assistance allowed in the individual case. Welfare assistance comes from Greenland's budget. V. Morgan agreed this process saves the Town money.

VII. PUBLIC COMMENTS

Stephan Toth, Palm Drive: Suggested working with the Historical Society on a list of names for new roads in Town that have a historic basis in Town and are approved by 911. V. Morgan felt that was a good idea. L. Malloy recommended that historical research be done on the land.

Deborah Beck, Great Bay Road: She was here to help the Board because they were in danger. The Town paid \$38,000 for the road construction book plus engineering at \$8,000. Greenland had road agents for

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years and they worked really well because of the relationships they had with the State. A general knowledge of which roads were private, which were Town roads, and which were owned by the State was needed as well as someone who could work with all the parties. The current contractor is a landscaper; six wheelers are needed to plow this Town if there is more than 6 inches of snow. She was very nervous about snow removal this year, and not interested in paving. She mentioned Bayside Road and what was not done. D. Beck was here to help the Board and not complain. She knows every road in this Town. She looked at the report and could have written it in 45 minutes if she had the equipment to do it. If the Board needed her help, they needed to ask her. L. Malloy stated that she appreciated D. Beck's help. D. Beck continued that she was a fan of Jimmy Jones—he was an intelligent guy and had equipment. She told the Board that 'they really missed the boat on that one'. The Town will be in trouble with a 10-year storm and 2 feet of snow. D. Beck listed the roads that needed to be done.

VIII.ADJOURNMENT

MOTION: L. Malloy moved to adjourn at 8:10 p.m. Second – V. Morgan; all in favor. MOTION CARRIED

NEXT MEETING

Monday, December 04, 2023 – 6:30 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant