



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, May 14, 2018 – 6:30 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Vaughan Morgan, Jim Rolston, Paul Sanderson

Staff: Karen Anderson – Town Administrator

I. 6:30 p.m. NON-PUBLIC [RSA 91-A:3, II(b)]

1. Fire Department Personnel

J. Rolston arrived late.

MOTION: V. Morgan moved to enter non-public session at 6:30 p.m. Second – C. Hussey; all in favor.
MOTION CARRIED

MOTION: V. Morgan moved to leave non-public session at 7:00 p.m. and enter into public session.
Second – J. Rolston; all in favor. MOTION CARRIED

Chair Sanderson opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

II. 7:00 p.m. PUBLIC HEARINGS

1. Acceptance of Donation – Greenland Veterans Association, \$500 (Welfare Assistance)

This donation is made by the Greenland Veterans Association for welfare assistance to residents only. Chair Sanderson opened the meeting to public comment. There being none, he closed the public hearing and returned to the Board.

MOTION: V. Morgan moved to accept the \$500 donation from the Greenland Veterans Association for welfare assistance. Second – J. Rolston; all in favor. MOTION CARRIED

2. Acceptance of Donation – LOCO Sports LLC, \$500 (Fire Department – Portsmouth Half Marathon)

The Half Marathon was run on Sunday, April 22, 2018; LOCO Sports donated \$500 to the Fire Department in appreciation of their assistance. Chair Sanderson opened the meeting to public comment. There being none, he closed the public hearing and returned to the Board.

MOTION: V. Morgan moved to accept the \$500 donation to the Fire Department from LOCO Sports LLC. Second – C. Deorocki; all in favor. MOTION CARRIED

3. Pole Licenses

A public hearing is required to approve the amendment to the existing Pole Licenses (telephone and utility poles). The current Pole Licenses do not include the taxation provision established by RSA 72:23. Utilities were invited to attend the meeting. If approved, existing Pole Licenses will include the language regarding taxation. Utilities are being taxed, but they are appealing the taxations. Appeals are based on fair and equal treatment of all utilities. Chair Sanderson opened the meeting to public comment. There being none, he closed the public hearing and returned to the Board. Chair Sanderson noted the amendment will be retroactive and cover all existing Pole Licenses. K. Anderson noted the licenses are retroactive but the taxes are not.

MOTION: J. Rolston moved to approve the existing Pole Licenses as amended to include language regarding taxation pursuant to RSA 72:23. Second – C. Hussey; all in favor. MOTION CARRIED

III. APPOINTMENT

1. Chief Cresta – Hiring of Fire Department Lieutenants

This item was not discussed.

IV. APPROVAL OF MINUTES

1. Monday, April 30, 2018

MOTION: C. Hussey moved to approve the minutes of Monday, April 30, 2018. Second – V. Morgan; all in favor. MOTION CARRIED

2. Tuesday, May 01, 2018

MOTION: V. Morgan moved to approve the minutes of Tuesday, May 01, 2018. Second – C. Deorocki; all in favor. MOTION CARRIED

3. Monday, May 07, 2018

MOTION: J. Rolston moved to approve the minutes of Monday, May 07, 2018. Second – C. Hussey; all in favor. MOTION CARRIED

V. OLD BUSINESS

1. Coakley Update

K. Anderson updated the Board that on Thursday, June 07, 2018, 7:00 p.m., the City of Portsmouth will be holding a meeting at the Community Campus with all parties involved in Coakley, including the engineers. Greenland has not been officially notified; K. Anderson found out from a newspaper article and plans to attend.

Included in the Board's informational packet was a letter from the EPA to Peter Britz, Environmental Planner for the City of Portsmouth, regarding their plan for groundwater testing of bedrock. What was proposed had not been approved; they have been asked to look into certain areas and resubmit the proposal. Chair Sanderson noted that it's being reported it will still take two years to go through that process. K. Anderson added that some of the concerns in the letter are based on timing. Chair Sanderson will discuss it with the Planning Board at their meeting this week.

K. Anderson stated that Jillian Lane had an excellent meeting in Washington, DC, with a representative from the EPA who is in charge of Superfund sites; he is no longer with the EPA.

K. Anderson will be meeting with Underwood Engineers and the City of Portsmouth regarding the water line on Wednesday, June 06, 2018.

2. Fire Department Roof Bid

A warrant article for \$90,000 was approved at Town Meeting to replace the metal roof on the Fire Station with a Butler-type retro-fit on top. Only one bid was received: Dutton & Garfield, Inc. in the amount of \$124,800. That amount is significantly more than what is budgeted. Chief Cresta had a contractor look at the Fire Station to put together a proposal for a rubber roof.

J. Rolston asked why there was such a discrepancy between what was appropriated and the bid. K. Anderson responded that the \$90,000 appropriation was based on what Tirey & Associates had provided as an estimate and the structural survey they did. The actual estimate was \$75,000; the warrant article was increased to \$90,000 to allow for welding on various parts of the station.

J. Rolston felt the bid should not be accepted. C. Hussey wanted the project re-bid and the engineer contacted to see if there was a better language that could give options other than a Butler Building.

MOTION: C. Hussey moved to reject the bid from Dutton & Garfield, Inc., re-work the specifications, and re-bid the project. Second – J. Rolston; all in favor. MOTION CARRIED

3. Other Old Business

Rec Committee – During the recent work session with the Rec Committee, C. Hussey had mentioned hiring a part-time Rec Director. He requested that K. Anderson contact Rec Committee members asking for their input as to responsibilities and time required. Chair Sanderson also wanted their ideas for funding the position.

VI. NEW BUSINESS AND ADMINISTRATIVE

1. Review of Town Administrator's Bi-Weekly Report

- Portsmouth Herald Reporter: Marisa Novello had attended and covered the Board of Selectmen meetings for several months. She has left the Portsmouth Herald and has a full-time job with an advertising company; Greenland will be getting a new reporter at some point.
- Great Bay Drive West: The wetlands permit has been approved. K. Anderson received a note from Eben Lewis, DES; an emergency permit can be issued the same day for work to be done by contacting him.

- Equalized Valuation: The Town has been notified from DRA that the 2017 equalized value for Greenland used to determine the County Tax assessment, State Education and Railroad Revenue, is \$827,986,402. That is an increase of \$35,315,244 over the 2016 equalization value. K. Anderson will know about 2018 after September 01, 2018.
- Town Office Trim: One bid was received for the Town Office trim in the amount of \$7,200; \$5,800 was budgeted. The additional funds will come from Building Maintenance. Paul Hayden will coordinate with the contractor.

2. Project of Regional Impact

Mark Fougere, Planning Board Consultant, brought to the Planning Board's and K. Anderson's attention that Lonza Biologics will be adding 1,000 jobs and up to 1 million sq. ft. of space. Rt. 33 is already a concern during commuting times. The Planning Board has recommended that the Board of Selectmen send a letter to the City of Portsmouth, the PDA, Rockingham Planning Commission, and Greenland's State Representatives that this should be considered a project of regional impact. Chair Sanderson added that it was appropriate; the only thing that can be done on Rt. 33 is to deal with the bridge, which is a \$3 million to \$4 million project. It should be included in the 10 year plan, or it could be dealt with by Lonza. Chair Sanderson also stated that the Frank Jones building on the Rt. 1 By-Pass is projecting 310 new units. That could also cause significant traffic impacts.

Chair Sanderson stated that in his experience, neither Portsmouth nor the PDA have considered Greenland in projects of regional significance. That needs to change, especially with the Lonza project.

MOTION: C. Hussey moved that the Board of Selectmen send a letter to the City of Portsmouth, the PDA, Rockingham Planning Commission, and Greenland's State Representatives stating that the Lonza Biologics expansion should be considered a project of regional impact. Second – J. Rolston; all in favor. MOTION CARRIED

K. Anderson will prepare a letter for the Board's signature.

3. Willowbrook Avenue, Great Bay Drive West Submittal Review Form

A traffic plan submitted by Lyman & Sons was given to the Board. Chief Laurent is requiring a detail be posted; the Stratham end is fine with flaggers. That will be an amendment to the plan, which is considered a change order. Chair Sanderson explained that under State law, there can be flaggers; but the Town lets the Police Chief make the determination about details. This is an unusual situation because it will require complete closures; he supported the decision made by the Chief and considered it money well spent.

MOTION: V. Morgan moved to approve the Traffic Control Plan submitted by Lyman and Sons to Underwood Engineers for Willowbrook Avenue and Great Bay Drive West. Second – C. Deorocki; all in favor. MOTION CARRIED

Laura Byergo, Conservation Commission Chairperson, stated that even though DES approved the culvert on Willowbrook Avenue from 3' to 4', she would like the Selectmen to consider delaying that section of road improvement until the Town finds out if it received the grant. If so, there would be money for a box culvert. She reminded the Selectmen that Thompson Brook received a lot of public support and attention due to the native brook trout. It's a major tributary to the Winnicut River which has a 319 Grant to do a management plan on the river. One of the culvert improvement BMP's is for Thompson Brook down to the Winnicut River; there is money coming in specifically for Thompson Brook. Money

has been applied for to help offset the cost of a box culvert on Willowbrook. A 4' culvert would improve the flow of water and might improve aquatic life access. Many of the crossings for the Winnicut River are rated severe for aquatic life being able to cross key culverts going into the Winnicut River. The Conservation Commission would be willing to talk to residents on Willowbrook and explain why they would like the Selectmen to delay. She also thought they could get volunteers to help clear the stream and it would look a lot nicer. She would like to reinvigorate the upper portion of Thompson Brook.

Lyman and Sons is scheduled out; Chair Sanderson didn't want to lose the Town's window. C. Hussey suggested they could work on Great Bay Drive West. Chair Sanderson's other concern was that the culvert would fail and collapse. C. Hussey stated that if it was in failure, the road would have been closed. K. Anderson added that the culvert is perched up.

Chair Sanderson stated that before there was a vote, he would like to have a discussion with Lyman about any possible impacts. He didn't want to be in breach of contract or go into the winter with a potentially dangerous culvert. If there is a way to stay within the window and allow the process to move forward, he wouldn't mind. He added that a box culvert is pre-stressed concrete that must be specifically manufactured for the location.

K. Anderson will contact Underwood Engineers. Tree clearing has been started.

4. LED Lighting Conversion – Town Offices, Police Department, Fire Department

The Town saw savings by converting the street lights to LED. K. Anderson had the company do a proposal to convert the Town Offices, Police Department and Fire Department. The lights would be LED, programmable, dimmable, occupant sensitive and dim during daylight hours when not needed. There is some reimbursement from Eversource; the total cost is \$27,000 (funds are not available in the 2018 budget). The rebate would be \$8,500, with a net cost of \$19,000. The return on investment would be 34 months, saving \$559 per month. Gross costs: Fire Department - \$4,483; Police - \$15,075; Town Offices - \$9,236.

After a discussion on the 2018 budget, J. Rolston suggested waiting until next year to do the conversion. The Board was in agreement to have the conversion done, but preferred to wait until 2019.

5. First Half Tax Warrant

The Board received the 2018 first half tax warrant. The tax rate is always based on 50% of the prior year's tax rate, which was \$16.64. The first half tax rate is based on \$8.32. The first half tax warrant will be \$6,162,959. This has been proofed with the Town Clerk's system; there is a \$66 variance, which is probably due to rounding.

MOTION: V. Morgan moved to approve the First Half Tax Warrant in the amount of \$6,162,959. Second – J. Rolston; all in favor. MOTION CARRIED

K. Anderson anticipates the second half bill will be in the same \$6,000,000 range, depending on the valuation. Residents will be getting revised revaluations on their property within the next month. They will see increases to their assessed values and need to understand that the taxes they pay will be approximately the same.

6. Veterans Credits

The resident at 71 Boxwood Path (U7, 10AL) has applied for the 2019 All Veterans Tax Credit in the amount of \$500. He is qualified based on years served and NH residency.

MOTION: V. Morgan moved to approve the 2019 All Veterans Tax Credit in the amount of \$500 for the resident at 71 Boxwood Path. Second – J. Rolston; all in favor. MOTION CARRIED

The residents (husband and wife) at 368 Breakfast Hill Road (R1, 12) have applied for the 2019 Veterans Tax Credits in the amount of \$1,000 (\$500 each). They are qualified based on years served and NH residency.

MOTION: V. Morgan moved to approve the 2019 Veterans Tax Credit in the amount of \$1,000 (\$500 each) for the residents at 368 Breakfast Hill Road. Second – J. Rolston; all in favor. MOTION CARRIED

7. Library Test Pits

Craig McLaughlin, Library Building Committee Chairman, has requested that Paul Hayden dig test pits for the Library under the direction of Geo-Tech. Underwood Engineers would also be present. It's estimated to take a ½ day. They have been quoted \$8,700 for the first step in the project. C. Hussey asked why they're not dealing with Dig Safe; companies have to do that at no cost. He added that Dig Safe (811) will notify everyone involved.

K. Anderson stated she doesn't have anything definitive from Bond Counsel at this time. She had a conference call with two of the attorneys last week; they were looking for clarification on the deeds. She sent them the brief history of the Library. K. Anderson stated the original attorney she's been working with has turned it over to another attorney in the firm who has experience with this type of deed.

Chair Sanderson had no problem with P. Hayden doing the test pits; however, wanted to wait until clearance was received from the Bond Counsel.

MOTION: J. Rolston moved to authorize Paul Hayden to dig the test pits for the Library, contingent upon findings of the Bond Counsel. Second – C. Deorocki; all in favor. MOTION CARRIED

8. Board of Selectmen's Meeting: Monday, May 28, 2018 – Memorial Day

After a brief discussion, the Board was in agreement to hold their next meeting on Tuesday, May 29, 2018. Manifests and any time sensitive items will be discussed.

MOTION: V. Morgan moved to change the date of the Monday, May 28, 2018 meeting to Tuesday, May 29, 2018 at 7:00 p.m., and to authorize the bookkeeper to submit payroll when complete, prior to manifests being signed. Second – C. Deorocki; all in favor. MOTION CARRIED

9. Other New Business

L. Byergo invited the Selectmen to walk the trail with the Conservation Commission at 9:00 a.m. on Saturday, May 19, 2018; they will meet in the Liberty Hill parking lot. Rain date will be 9:00 a.m., Sunday, May 20, 2018. C. Hussey recommended they bring DEET.

J. Rolston stated that Jim Marchese, Building Inspector, will inspect the Rec Committee buildings and report to the Board of Selectmen. There are funds for a small building at Krasko Field through the warrant article. C. Deorocki suggested a small building for the electrical and a storm shelter (pavilion with a roof) to get out of the rain and/or lightning.

VII. ACCOUNTS PAYABLE – THURSDAY, MAY 17, 2018

1. Payroll Manifest 10

MOTION: J. Rolston moved to approve Payroll Manifest 10 in the amount of \$50,030.93. Second – V. Morgan; all in favor. MOTION CARRIED

K. Anderson noted this included the first quarter of the transfer from Special Details in the Special Revenue Fund to the General Fund.

2. General Fund Manifest 10

MOTION: J. Rolston moved to approve General Fund Manifest 10 in the amount of \$182,785.80. Second – V. Morgan; all in favor. MOTION CARRIED

3. Police Special Revenue Manifest 02

MOTION: J. Rolston moved to approve Police Special Revenue Manifest 02 in the amount of \$28,609. Second – V. Morgan; all in favor. MOTION CARRIED

VIII. ADJOURNMENT

MOTION: C. Hussey moved to adjourn at 8:00 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Tuesday, May 29, 2018 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Tuesday, May 29, 2018