



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, August 20, 2018 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Vaughan Morgan, Jim Rolston, Paul Sanderson
Staff: Karen Anderson – Town Administrator; Paul Hayden – Road Agent, Property Maintenance Supervisor; Tara Laurent – Police Chief; Ralph Cresta – Fire Chief

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

I. PUBLIC HEARING

1. Acceptance of Donation: Mercedes Benz of Portsmouth (National Night Out)

Mercedes Benz of Portsmouth (located in Greenland) donated \$500 to the Police Department for National Night Out, which was held on Tuesday, August 07, 2018 and was a big success. Chair Morgan opened the hearing to public comments. There being none, Chair Morgan closed the public hearing and returned to the Board.

MOTION: P. Sanderson moved to accept the \$500 donation from Mercedes Benz of Portsmouth for National Night Out. Second – J. Rolston; all in favor. MOTION CARRIED

2. E-911: Renaming and Renumbering Roads (RSA 231:133 and RSA 231:133-a)

Chair Morgan stated that at the last meeting concerned residents were asked to return to the Board with new names for roads containing “Great Bay”. Two suggested names were Blue Heron Hill and Winter Hill; those names do not pass the 911 Committee standards. There are roads in Town named Blue Heron Way and Winter Way. K. Anderson added that she received another suggestion for Great Bay Drive East and West: Oyster Cove.

Chair Morgan opened the hearing to public comments. Tom DeCoster, Great Bay Drive East, read a statement into the record. Bonnie Jean Terenzi, 100 Great Bay Drive West, read a statement into the record. Several residents made impassioned pleas to the Selectmen to retain the name “Great Bay”. A coin toss was suggested by some residents to see which road retained “Great Bay”. Chief Laurent was fine with a coin toss as well as one road keeping “Great Bay”. Barbara Fletcher, Great Bay Road, suggested “Gowen Lane”. The Board was asked to delay renaming Great Bay East and West because not everyone agreed on the suggested new name; C. Hussey stated a decision would be made at this meeting—it was the third meeting.

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Chair Morgan sympathized with residents changing their road name. He reiterated that in his job as a Selectman safety trumps all. He was in agreement with the 911 Committee. Responding to a resident stating they were about to lose a name forever, Chair Morgan commented that he understood. It may be a risk the residents were willing to accept, it was not a risk he was willing to accept. Residents elected him to do his job as a Selectman in Town. The Board has to do what they feel is the right thing. All the people aren't going to be pleased all the time; he had to do what he felt was the right thing to do. Chair Morgan continued that he backed his 911 Committee. Emergency responders have been out on calls to places they couldn't find. Chair Morgan apologized that the changes had to be made.

C. Hussey reiterated that there should not be any roads containing the name "Bay". Residents before them knew their road could not be "Bay". Chair Morgan deferred to Chief Laurent on the name "Great Bay". She was fine as long as there was only one, and clarified that numbers will change. J. Rolston stated that "Great Bay" and "Bayside" were distinct enough that it wouldn't be a problem. Chief Laurent agreed those two were not a problem. They haven't gotten to "Bayside" to evaluate if that will stay.

Chief Cresta was in charge of the coin toss. Great Bay Road was heads, Great Bay East and West was tails. The toss resulted in heads; Great Bay Road will retain its name. Chair Morgan thanked residents for attending the meeting.

A discussion followed regarding the name for Great Bay East and West. "Oyster Cove" was acceptable for 911 standards despite its proximity to Osprey Cove. "Waters Edge" was also suggested. The consensus among residents was "Waters Edge".

MOTION: C. Hussey moved to rename Great Bay Drive East and West "Waters Edge" and renumber as recommended. Second – P. Sanderson; all in favor. MOTION CARRIED

MOTION: P. Sanderson moved to renumber Great Bay Road as recommended. Second – C. Hussey; all in favor. MOTION CARRIED

II. APPOINTMENT

1. Historical Society Storage – Leonard Schwab

Karen Mason, representing the Historical Society, addressed the Board. The Historical Society started again because of the collection of material from the Hughes family. Since Paul Hughes passed away, his cousin has been appointed as executor of the estate; he would like to eventually sell the house. All the material in the house has to be removed. The Historical Society would like to have time to look at material and make reasonable decisions about what to save and what to discard.

The Historical Society requested emergency funding to rent storage space at a local facility for up to six months for the Hughes family collection. They will move items from the house to the storage space, sort and deposit them with the Town or the Library. Chair Morgan asked if it was willed to the Historical Society; K. Mason told the Board there was no will. The executor has designated items to the Historical Society. K. Mason added that it was P. Hughes wish it be taken over by the Historical Society and information that was deemed worthwhile would be preserved.

C. Hussey suggested climate control storage. Chief Laurent added that Bluebird Storage is scheduled to open on Monday. J. Rolston thought they may donate space if they know it's for the short term, and it

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may give them some free publicity. Chief Cresta will contact the owner about space at the Greenland facility. Chair Morgan didn't feel any member of the Board would have a problem with the Historical Society moving forward.

III. APPROVAL OF MINUTES

1. Monday, August 06, 2018

MOTION: C. Deorocki moved to approve the minutes of Monday, August 06, 2018, as amended. Second – P. Sanderson; all in favor. MOTION CARRIED

IV. OLD BUSINESS

1. Coakley Update

K. Anderson will be following up on the Portsmouth City Council meeting. There was going to be a report from the CES Engineer who determined that the PFOA's and PFOS's are not coming from under the capped landfill. More information was going to be presented at the City Council meeting. K. Anderson will have a report for the next meeting.

2. Fire Department Building Committee – Don Miller

Chair Morgan and Chief Cresta have been organizing a Building Committee for the purpose of developing a "wants and needs" list as well as a preliminary floor plan and work scope. Six volunteers have spoken to Chair Morgan about serving on the committee. All of them would do well, and he appreciated their willingness to volunteer. There would be six people on the committee; only five will be voting members. Volunteers include: Don Miller, a past Fire Chief and member of the Budget Committee; Leonard Schwab, member of the Historical Society; Paul Sanderson, Selectman and past member of various Boards in Town; Kevin Forrest, past Selectman; Dennis Malloy, State Representative and past Selectman in Barrington; and Chief Cresta. The non-voting member would be Chief Cresta; the committee would be acting as advisory to the Fire Chief.

MOTION: C. Hussey moved to appoint Don Miller, Leonard Schwab, Paul Sanderson, Kevin Forrest, and Dennis Malloy as members of the Fire Station Building Committee. Second – J. Rolston; four in favor, one abstain (P. Sanderson). MOTION CARRIED

Chair Morgan thanked the Building Committee members for volunteering. He will get contact information to Chief Cresta. Chair Morgan asked that the Building Inspector be included in the meetings. P. Sanderson stated that meetings would be subject to the Right-to-Know Law and would be public; minutes of meetings will also be kept.

3. Other Old Business

- Hillside Drive: P. Hayden updated the Board. Friday, August 17, 2018, 100% of the pipe was cleaned. Once cleaned out, it opened up. They couldn't get the camera past 21'; the connection at the Pafford property went too far into the pipe. The Pafford and Shupe houses are connected and still being used in that piping system. At the other end, there is 20' to 30' of corrugated pipe that needs to be replaced and is totally rotted; the clay pipe is in good condition. It is working at this point. The original plan called for capping the pipe. If it's capped, there are still two houses draining into that.

There are no recommendations from the engineers yet; a report will be sent out when all information is available. P. Sanderson recommended waiting for the engineers report before making a decision. P. Hayden stated that the water getting into the garage/basement has stopped. K. Anderson told the Board that the insurance adjuster met with the property owner and toured the property. She has not received a report from Primex.

- A replacement for Jillian Lane will be needed. Liza McGuckin and Maria Emory, both residents on Stone Meadow Way, have been recommended. K. Anderson will follow up.
- Capital Improvement Plan (CIP): This will need to be formalized by the Planning Board; they are considering the adoption of an Impact Fee Ordinance. Having a working CIP is a prerequisite. Department Heads will need to submit information for the CIP. P. Sanderson will act as the Planning Board rep to the CIP; he will be the interface for the budgeting aspect.
- Rt. 33 Corridor: The Planning Board discussed the impact of new jobs at Pease. Lonza has proposed 1,000 jobs; 350 jobs are being created for Wentworth-Douglass; Revision Military will bring at least 100 jobs; and there is another building under consideration. On the Rt. 16 side of Pease, approximately \$1 billion has been invested in transportation improvements with the various bridges; toll money has funded that project. On the Rt. 33 side, there has been zero investment. The Planning Board believes the traffic on this side of Pease is in failure. The recommendation was to treat it as an engineering problem (before a legal problem) to find out traffic conditions during peak hours. A traffic study will be done at the three lights on the Rt. 33 corridor that are the most severe bottle necks. Mark Fougere, Planning Consultant, recommended VHB (Vanasse, Hangen Brustlin, Inc.). Tighe and Bond did the traffic study for Lonza. The hope was that VHB would provide information so the Town could get more into the 10 year plan process. This is the time to see what improvements are necessary and what could possibly be funded. Chair Morgan stated this is a prerequisite to being heard as a small town by the PDA or City of Portsmouth. K. Anderson added that the PDA is also looking to put significant money into the airport and expanding. She has reviewed the traffic study for the Lonza project; only five intersections around the Lonza building were part of the study. Rt. 33 was not considered.

V. NEW BUSINESS AND ADMINISTRATIVE

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

- Daily Computer Backups: The Town Hall has now gone to an online backup of its server on a daily basis on the recommendation of the IT Consultant, Swift Tide Services. It's being downloaded through a cloud system. All alerts are sent to Swift Tide. If the backup isn't clean, he'll be notified and can go online to correct it. Backup tapes have been kept at the Police Station on a daily basis.
- Road Markings: A RFP for road striping of stop bars, white and yellow lines, and railroad crossing markings has been sent out. Bids are due back in two weeks and work should be completed in September.
- Phases I & II Environmental Site Reports: The former Piscataqua Trucking site, now the location of our Public Works garage and potential site for the new Fire Station, had a Phase I Environmental Review (2000) and Phase II Environmental Review (2013) completed. The reports were reviewed by the Building Inspector and copied for the Fire Chief. The borings have all been done and tests pits are there; nothing in the reports indicate that a building could not be located on that property. There are places in the report that state rebuilding would be fine; monitoring wells would have to remain. P. Sanderson would like the Building Committee to review the reports. Due to the soils, it would be advisable to have the septic located off site, possibly to the existing system that all our buildings are currently tied into. The system should be reviewed for size and capacity to add

another building. Funds are available through the Brownfield Program that may help with excavation.

- Snow Plow Contract: The RFP has been sent. Bids are due in two weeks.
- Bus Accident on I-95: There was a major bus accident on I-95 recently. Chief Cresta reported that an excellent job was done by his staff and mutual aid companies at the scene. Chair Morgan added congratulations on a job well done to Chief Cresta and his crew; they did a great job.

2. Bond Reduction Request – Dorado Investments, Bramber Green

Dorado Investments has requested a bond reduction from \$710,633 to \$215,000 (a reduction of \$495,633). Altus Engineering, the Planning Board Engineer, has reviewed the conditions, and various stages of concerns that have been raised; they are recommending a bond reduction to no less than \$340,000. The Homeowners Association has concerns about landscaping; those have been reviewed by Altus Engineering. Pictures of lawns and drainage areas were given to the Board to review. The Homeowners Association and representatives from Dorado Investments were present.

Chair Morgan stated that he had reviewed the information and would agree with Altus Engineering. P. Sanderson reminded the Board that they cannot deal with things that are outside of the areas of the right-of-ways. This situation is different; these are private right-of-ways. This is not going to be a Town road now or, hopefully, ever. It appears there are some significant problems. P. Sanderson noted that the development was sitting on top of the Town's aquifer. The drainage and stormwater structures must be operating correctly and as engineered for the safety of the drinking water. Chair Morgan, referring to the Altus Engineering report, noted they were very concerned about "one very large and important issue, that being the resolution of the dysfunctional infiltration basin". P. Sanderson commented that it wasn't strictly a roadway problem; that it's dealing with the safety of the aquifer.

Joe Coronati, Jones and Beach Engineers, stated they have looked at the pond recently and it was inspected throughout the construction process. It has been line itemed for an additional \$20,000 as a portion of the \$340,000 for further review. They will start monitoring the basin after storms; it has been filling up and infiltrating with the recent storms. The infiltration basin is located behind the Clubhouse.

J. Rolston questioned the porous binder in the Clubhouse parking lot. He understood it should be vacuumed once a year and has not been done; what were their plans to get into compliance. J. Coronati responded that cleaning and testing coarse binder is on their list; they have hired Waterstone Engineering, whose owner (Dr. Robert Roseen) was the director of the UNH Stormwater Center, to do the testing. Ongoing maintenance is included in the condominium documents. P. Sanderson noted that Dr. Roseen was the consultant when Target/Lowe's was constructed, and is an expert on porous pavement.

A letter was read into the record (copy on file) regarding a continuing issue with drainage at 96 Boxwood. Other residents had concerns regarding the landscaping. C. Hussey asked what they were referring to as landscaping. Homeowners were concerned about the landscaping for all 73 homes in the community, which was advertised as "beautifully landscaped home sites, maintenance free". Lawns are weed and crab grass infested, and some barely have any grass; they are not beautifully landscaped homes. They would like a specific timetable. John O'Neill responded that \$93,000 is being held for landscaping. He stated that it's very difficult to grow grass in this area in July and August. They were willing to provide a timetable; homeowners would have green lawns and it would be nice. Discussion continued about the landscaping, with assurances from Dorado Investment. Michael Green noted that these items are not covered by the bond. J. Rolston and Chair Morgan stated that landscaping concerns

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was not under the purview of the Selectmen and would have to be discussed with the developer. The Board would be dealing with what they were allowed by law.

P. Sanderson explained that there was no separate landscaping bond; the bond was all inclusive. He asked for a suggestion as to what should be done. The response was that they needed a specific plan, not a band aid on an open wound, and how it would be avoided again next summer. Home owners would also like communication on a regular basis about what was being done and when, and the progress. They were advocating that the bond should not be reduced.

Chair Morgan stated that he felt the reduction to \$340,000 would cover the landscaping issues. C. Deorocki asked if the landscaping issues were on the common areas and not private yards. J. O'Neill responded that the lawns are not stabilized; for that reason \$93,000 was being held for landscaping. They didn't agree with that; however, in good faith they were accepting \$93,000. It was a civil situation and they would deal with the home owners. P. Sanderson agreed with Chair Morgan and they have done substantial work on the project; the bond reduction was warranted. He was willing to accept the amount the Planning Board Engineer recommended; they would be involved until the project was complete. P. Sanderson further explained that the bond covers the entire site and won't be fully released until it was built to Planning Board approval. He added that every home owner may not be happy, but it must be built to Planning Board approval.

An amount of \$20,000 for rebuilding the infiltration basin has been included in the bond. M. Green stated that the pond by the Clubhouse, after a major rain event, is supposed to drain down in approximately 72 hours. In 48 hours, there was 4" of water after Saturday's rain. It is working but hasn't been documented.

MOTION: C. Hussey moved to approve the bond reduction request to \$340,000 as recommended by Altus Engineering. Second – P. Sanderson; all in favor. MOTION CARRIED

3. Land Use Change Tax Releases

Two lots on Seavey Way have been removed from current use at \$17,500 each. The combined total is \$35,000.

MOTION: C. Deorocki moved to approve the current use releases for 36 Seavey Way and 40 Seavey Way. Second – P. Sanderson; all in favor. MOTION CARRIED

4. Legislative Policy Representative

The annual Legislative Policy Conference will be held on Friday, September 14, 2018 at NHMA in Concord. Greenland is entitled to one vote on the policies; K. Anderson has been the Town's representative in past years. The policies, with recommendations to support or not support, will be available at the next meeting.

MOTION: C. Hussey moved to appoint K. Anderson as Greenland's representative to the 2019-2020 Legislative Policy Conference to be held on Friday, September 14, 2018. Second – P. Sanderson; all in favor. MOTION CARRIED

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5. MS-434: Revised Estimated Revenues Summary

When the budget was approved in March, revenues were estimated. Revised revenues must be submitted by September 01 each year. There will be one more opportunity to revise revenues at the tax rate setting in October. 2018 revenues were decreased from \$5,960,040 to \$5,813,511 (difference of \$146,529) due to less than anticipated revenue from current use change tax (projected at \$170,000 for the 10 lots at Seavey Way) and the reduction in building permits (estimated at \$90,000; currently at \$45,000). Motor Vehicles are estimated at \$1.2 million; last year was slightly over.

MOTION: P. Sanderson moved to approve the MS-434 Revised Estimated Revenues Summary as prepared, and authorize the Town Administrator to sign and submit to DRA. Second – J. Rolston; all in favor. MOTION CARRIED

6. MS-1: Summary Inventory of Valuation

The final report for the MS-1 was ready for review by the Board; final adjustments have been made by the assessor. The report is based on the value of the Town. The net valuation of the Town is \$854,111,000; prior to the revaluation, the Town was at \$738 million. K. Anderson reviewed the report with the Board. She informed the Board that legislation was approved to increase the limits for Veterans Credits. The Town is currently at \$500, which is the most that can be received for Veterans or All Veterans Credit; the new limit will be \$1,000. The current limit is \$2,000 for a surviving spouse for a total 100% disability; it can go as high as \$4,000. K. Anderson has calculated the impact on the tax rate and will discuss it with the Board during budget reviews.

MOTION: P. Sanderson moved to approve the MS-1 Summary Inventory of Valuation as prepared, and authorize the Town Administrator to sign and submit to DRA. Second – C. Deorocki; all in favor. MOTION CARRIED

Responding to a question from J. Rolston, Dennis Malloy (State Rep and resident), explained that the Selectmen can determine the amount. It will have to be voted on at Town Meeting through a warrant article. K. Anderson added that she will confirm if the Veterans and All Veterans Credits must be the same amount.

7. 2019 Budget Schedule

K. Anderson met with Bob Krasko, Budget Committee Chairman, and Amy Ransom, SAU 50 Business Administrator, to finalize the budget schedule. The Department Heads, Board and Committees have been notified of the deadline (September 21, 2018) to submit budget requests and backup documentation. Selectmen will receive the budget on September 28, 2018. The proposed schedule was reviewed (copy on file). P. Sanderson requested the default budget be reviewed on October 01, 2018. If Department Heads want a deviation from the default budget, they should plan on explaining why and the amount. K. Anderson added there are new laws regarding the default budget. P. Sanderson suggested 1.5% as a salary increase based on State employees. J. Rolston stated that he receives a monthly report that projects cost of living raises, and it's 2.9%. Last year's increase was 2.5%.

8. Labor Day Meeting Date – Monday, September 03, 2018

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The next Board of Selectmen meeting is scheduled for Monday, September 03, 2018, which is Labor Day. The meeting can be moved to Tuesday, September 04, 2018 and authorize the bookkeeper to process payroll in advance of the Board's approval.

MOTION: J. Rolston moved to change the Board of Selectmen meeting to Tuesday, September 04, 2018. The bookkeeper may call payroll in early; it will be approved at the meeting on Tuesday, September 04, 2018.

9. Other New Business

- Police Department Policies: J. Rolston would like to review the Police Department policies. He trusts the Town's officers, but wanted to make sure there is training and a policy for "use of force with minors". Chair Morgan stated that Chief Laurent constantly trains our officers, and encouraged J. Rolston to speak to her.
- Emergency Management Director: K. Anderson received an email from Tim Collins, Emergency Management Director, and he will be resigning. He has a project beginning in October and will not be in the area for extended periods of time. T. Collins has recommended Don Miller as a replacement and has offered to help train whoever is appointed.
- Voting Day at the School: Primary Day will be a teacher workshop at the school.

VI. ACCOUNTS PAYABLE – THURSDAY, AUGUST 23, 2018

1. Payroll Manifest 17

MOTION: J. Rolston moved to approve Payroll Manifest 17 in the amount of \$52,764.04. Second – C. Hussey; all in favor. MOTION CARRIED

2. General Fund Manifest 17

MOTION: J. Rolston moved to approve General Fund Manifest 17 in the amount of \$635,968.16 (School - \$500,000). Second – P. Sanderson; all in favor. MOTION CARRIED

3. Fire/Safety Manifest 06

MOTION: J. Rolston moved to approve Fire/Safety Manifest 06 in the amount of \$103.64. Second – P. Sanderson; all in favor. MOTION CARRIED

VII. ADJOURNMENT

MOTION: P. Sanderson moved to adjourn at 8:40 p.m. Second – C. Deorocki; all in favor. MOTION CARRIED

NEXT MEETING

Tuesday, September 04, 2018 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: