



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, October 22, 2018 – 7:00 p.m. – Town Hall Conference Room

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

Members Absent: Paul Sanderson

Staff: Karen Anderson – Town Administrator; Mark Raque – Town Treasurer; Jim Marchese – Building Inspector

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. ADMINISTRATIVE

1. Library Bond Signing - Renelle L'Huillier, Bond Counsel

Renelle L'Huillier was not present for the bond signing; K. Anderson had all the paperwork and directions. The first motion was for the resolution of the governing board. K. Anderson read the requirements into the record (copy on file).

MOTION: J. Rolston moved to authorize the signing of the bond. Second – C. Hussey

Discussion: Mark Fleming, 94 Post Road, read a prepared statement into the record (copy on file) asking the Board of Selectmen not to sign the bond until concerns of the Selectmen and Planning Board have been addressed. John Penacho, Tidewater Farm Road, was in agreement with M. Fleming and stated there was no way the bond should be signed until all the issues are resolved. Once the bond is signed, the money is committed, and the Town is paying for it. He asked if there was any reason the bond needed to be signed tonight. C. Deorocki asked where the interest rates were going if the bond wasn't signed; could he guarantee it would be the same amount of money. C. Deorocki continued that to him the bond didn't guarantee a building permit, didn't guarantee anything except a money transaction; it's a financial deal. J. Penacho responded that it was a money transaction committing the Town. C. Deorocki's response: which the Town voted for. He continued that there was no pre-payment penalty; if the project goes down the toilet tomorrow, the Town could pay the money back without a penalty. J. Penacho asked if there was any reason or any penalty if the bond was delayed. K. Anderson responded there was no penalty; the interest rate would change. The interest rate has gone up, but the Town was guaranteed an interest rate until the end of the month. J. Penacho asked again if there was any reason or penalty why the bond needed to be signed tonight. If there was a substantial impact, then maybe; it needed to be divulged why the bond was being signed tonight. Marcia McLaughlin, 47 Nantucket Place, responded the Library was supposed to meet with the Planning Board on October 18. They were unable to meet with the Planning Board to update them on the project. The Library Trustees are working with the Planning Board, Selectmen, Fire Department and Police Department to address and take care of any

issues. She continued that this has been a very protracted, drawn out process. The project is going to go ahead, with unknown modifications at this point in time, but there will probably be some made as the project moves forward. The drawings are complete. Dane Peters, 21 Cushman Way and member of the Library Building Committee, stated the decisions being made are in favor of safety and making sure that things are being done in the proper way. The last thing the Building Committee would want is to put up a structure or facility that wasn't safe; there's no way that's going to happen. The Library Board, Building Committee and Selectmen aren't trying to push through something that's not appropriate or safe. They're trying to work together to make sure the process is done properly and that a safe structure is built. K. Anderson added that a building permit cannot be issued unless plans are submitted and meet all of New Hampshire's State Building Codes. The Selectmen still have control over disbursement of the bond.

C. Deorocki stated he didn't see signing the bond as a green light to build the building. He saw it as two totally different things. M. Fleming respectfully disagreed with him, stating that by signing the bond tacit permission is being given. He stated there are many issues. C. Deorocki responded he was aware of them and the letters are in his briefcase. He reminded M. Fleming that they can't spend the money until the Board disburses the funds. The discussion continued between M. Fleming and C. Deorocki. M. McLaughlin, addressing M. Fleming, stated that because of all the delays since March, ground won't be broken until April. That's five months to iron out any concerns before there's construction.

Chair Morgan returned to the Board. J. Rolston stated that the interest rate will probably go up. It's prudent to sign the bond; money won't be disbursed until the issues are ironed out. They can't break ground until April. J. Penacho stated there would be a financial impact whether the interest rates went up or not. Chair Morgan stated he has mentioned in the past there are safety issues that concern him, the Building Inspector, the Police Department, the Fire Department and the Planning Board that cloud this project. He has made it clear on several occasions, publicly, that until the issues are vetted, he would not move forward with this project and the reason he was not voting to sign the bond.

MOTION: J. Rolston moved to authorize the signing of the bond. Second – C. Hussey; three in favor, one opposed (Chair Morgan). MOTION CARRIED

2. 2 Hillside Drive

Based on the discussion in the non-public session after last week's meeting regarding an insurance claim, the request made by the Selectmen to the engineer was approved. The letter given to the Board was a guarantee of 50% for in kind services that can be applied to any engineering bill. A manifest was included (see below – Accounts Payable).

II. BUDGET REVIEW

K. Anderson distributed a copy of the calculation that's used during the budget process. There are always repetitive questions about the impact on the tax rate. \$2,550 would be a \$.01 impact on the tax rate based on the new valuation of approximately \$8.5 million. She added that \$150,000 would be an impact of \$.17.

1. Building Department – Jim Marchese, Building Inspector

J. Marchese reviewed his budget with the Board. He submitted a flat budget and has requested a 6% wage increase. The Building Department has slowed down due to a decrease in building. Part of the

wage increase could be a transition of roles by taking on a part-time planning position and he is qualified. The Town currently pays the Planner approximately \$17,000 per year; the Planner is here two days a month. J. Marchese stated he would be available to residents 40 hours per week; they wouldn't have to wait two weeks to get questions answered. He felt it would be advantageous to those looking to do subdivisions, etc. Based on experience he could definitely fulfill that role.

Chair Morgan explained that the Planner does more than just being here two days per month; he does a lot behind the scenes on behalf of the Town. J. Marchese stated that Mark Fougere does a great job and is good for the community. J. Marchese added this is an area where he could help the Town in addition to what he is doing. Responding to a question from Chair Morgan, J. Marchese stated he has not spoken to any of the Planning Board members. C. Deorocki stated his request would be taken into consideration. C. Hussey added that the Planning Board hired M. Fougere, not the Selectmen. It would have to be their decision.

J. Marchese stated that the Secretary to the Boards is not included in his budget. He felt it would be fair because of shared services that at least a percentage of her time was included in his budget so he would have some type of control and calls over what happens with her, as a team. K. Anderson stated it wouldn't be difficult for the bookkeeper. Her concern was that the position could be reduced if it were divided between departments.

2. Town Budget Review

The General Budget was reviewed with the Board. There will be one more meeting for the final review before going to the Budget Committee.

General Government: The current wage for the Secretary to the Boards is \$18.05 per hour. K. Anderson is proposing to increase her wage to \$20.36 per hour. The Board of Selectmen determines the wage for the Town Administrator. Chair Morgan has researched the cost of living increases throughout the country. There will be many increases impacting the Town: insurance, tax rate, and the School's impact which is unknown at this time. Chair Morgan added that he didn't want people working for the Town taking home less money than the year before. The average COLA increase is approximately 2.9; the CPI for September was 2.9. In Chair Morgan's opinion, he didn't feel any increase should be less than 2.9%; he thought that would be more than fair. There was a lengthy discussion about the wage increase. J. Rolston felt everyone should get the same percentage; he suggested 2.3%. C. Hussey stated he's seen a lot of help wanted signs and no one's applying for jobs; we don't want to lose anyone we don't have to. J. Rolston was in agreement. C. Hussey suggested between 2.9% and 3%. C. Deorocki asked the last time a raise wasn't issued; K. Anderson responded "never". The lowest was 1.5%; there was a year everyone received something different. Two years ago was 2%, last year was 3%. C. Deorocki stated that good employees couldn't be replaced and they needed to keep them. He didn't like a rate just because the calendar clicked. That's not what happens in a lot of the private sector; there are no guaranteed raises every year. He understood cost of living, and suggested 2.5%. After a brief discussion, C. Deorocki suggested 2.75% to keep employees, which is paramount in any industry. There is no help in any industry; if you have a good employee, we need to understand that and do what it takes to keep them. The Board was in agreement with a 2.75% wage increase as a start going through the different departments. J. Rolston stated he wanted to see everyone get the same. The Town Clerk/Tax Collector and Deputy will also be 2.75%.

Postage was increased by \$500 due to projected costs. Staff Development hasn't been spent and is on hold; an employee is going to take college courses. Staff Development funds may be carried over. Health

DRAFT: SUBJECT TO CHANGE

Insurance: 10.5% increase. Chair Morgan noted that within the next few years, the Cemetery Trustees will be looking for more land, and will be discussed with the Selectmen shortly.

Police: Chair Morgan stated there are extenuating circumstances for the Police Department. They have done a survey of similar positions in the general area. Greenland's wages are below what is being paid in neighboring towns; Chief Laurent would like to bring the Town's officers up to that level so officers aren't lost to other departments. This year would be an exception to the wage increase. Chair Morgan recommended approving the increase. Chief Laurent is hoping to get officers to the average in the area; in future years increases would be based on what other Town employees receive. C. Deorocki supported the increase this year but not in the next three to five years. J. Rolston and C. Hussey were in agreement with C. Deorocki. Chair Morgan clarified that the consensus was to approve Chief Laurent's recommendation.

The increase in the Maintenance line was due to LED lighting. If the Town moves forward with that project, the Police Department would like to be included. C. Hussey suggested the School Resource Officer be submitted as a warrant article and not as part of the Police Department budget, and to let the residents decide. The Board and Chief Laurent were in agreement.

Fire Department: Wages were discussed; Chief Cresta recommended using steps. The roof has been done but windows need to be replaced. Prices to replace the siding are being worked on and will be submitted as a warrant article.

Building and Emergency Management: There was no discussion.

Public Works: C. Hussey noted that the backhoe was down again and asked if the amount submitted for Equipment Repairs would be enough. He recommended the amount be looked at again; Chair Morgan was in agreement. Chief Cresta commented that the snow blower is also getting older and repairs could be expensive. Wages include a 9.74% increase (to \$60,000) for the Property Maintenance Supervisor and a new full-time position at \$17 per hour (\$35,360). The wage increase will be 2.75%. C. Hussey recommended the new position be a warrant article; C. Deorocki was in agreement. Wage increase at Transfer Station will also be 2.75%.

C. Hussey asked about the cost of tree removal at Serenity Cove. The cost to remove a large tree is approximately \$1,500.

Health and Human Services: There was no discussion.

Recreation and Culture: This budget shows a large reduction due to the part-time labor position being taken out of this line and moved to the full-time position under Property Maintenance. C. Deorocki asked if the full-time position doesn't pass would it go back to part-time. K. Anderson responded "no, no means no". C. Deorocki clarified that the part-time laborer would be lost if the full-time position warrant article failed. K. Anderson suggested putting money back in that line. C. Hussey stated that his intention in putting the position on the warrant article was for full-time employment, not to eliminate the part-time; the part-time position is needed during the summer. K. Anderson recommended putting the \$8,100 back in the Recreation and Culture budget as the part-time position, and on the warrant article to raise and appropriate the amount for the full-time position less the \$8,100. The Board was in agreement.

DRAFT: SUBJECT TO CHANGE

Debt Services: This shows that the bond principal being requested would be \$80,000 for Dearborn Road in 2018 and \$230,000 in 2019 for Dearborn Road and the first year of the Library bond.

K. Anderson will make the changes and have the new bottom line figure for the Board. She will also draft the two warrant articles requested (School Resource Officer and Full-Time Maintenance).

Responding to a question from J. Penacho for the percentage of increase, K. Anderson stated it was currently 13.65% without the changes made during the meeting. Major changes included salaries and removing two full-time positions to be submitted as warrant articles. J. Penacho stated that the Town was looking at approximately a 10% increase; the School will have an increase; warrant articles will be submitted; potentially a bond for the Fire Department. Taxes will be going up significantly. He asked the Board to think about that. There were some high increases last year that caused the taxes to go up; people are going to be upset when they get their tax bill. Chair Morgan noted that there is the Unreserved Fund Balance. C. Hussey stated he wasn't willing to use that; if people want to vote for everything, let them see how much it really costs them. J. Penacho stated the Selectmen are voting for this budget. The responsibility is with the Selectmen to approve the budget and then it goes to the Budget Committee; the people have not voted for this budget. He didn't feel there could be two years in a row with significant increases. The School could be a significant increase; Chair Morgan responded they will need to look at their budget also.

III. ACCOUNTS PAYABLE – MONDAY, OCTOBER 22, 2018

MOTION: C. Hussey moved to approve General Fund Manifest 23 in the amount of \$14,323.29. Second – J. Rolston; all in favor. MOTION CARRIED

IV. ADJOURNMENT

MOTION: C. Hussey moved to adjourn at 8:12 p.m. Second – C. Deorocki; all in favor. MOTION CARRIED

NEXT MEETING

Monday, October 29, 2018 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: 