



**BOARD OF SELECTMEN**  
**Town of Greenland • Greenland, NH 03840**  
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**MINUTES OF THE BOARD OF SELECTMEN**

Monday, March 06, 2017 – 7:30 p.m. – Town Hall Conference Room

*Members Present:* Vaughan Morgan, Kevin Forrest, John McDevitt, Jim Rolston, Paul Sanderson

*Members Absent:*

*Staff:* Karen Anderson – Town Administrator, Paul Hayden – Road Agent

**I. NON-PUBLIC [RSA 91-A:3, II(a)] – 6:00 p.m. to 7:30 p.m.**

1. 6:00 p.m. – Personnel Review: Chief of Police
2. 6:30 p.m. – Personnel Review: Building Inspector
3. 7:00 p.m. – Personnel Review: Property Maintenance Supervisor, Road Agent

Chair Morgan opened the Board of Selectmen meeting at 7:13 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

**II. PUBLIC HEARING – 7:30 p.m.**

**1. Acceptance of Donation – Boys Scouts of America: Parker Philbrick**

Parker Philbrick donated the remainder of funds from the Eagle Scout Project he did at the Maloney Complex. He did fundraising to do the sign board and was able to get the plaque donated through Pat Walsh. The policy of the Eagle Scout Board is that excess funds are returned to the community or beneficiary of the Eagle Scout project. P. Philbrick has requested the funds be used for signage or maintenance of the sign at the Maloney Complex. The Town Administrator suggested it would be appropriate to use the funds towards the plaque for Brian Pafford at the field. There will be some “press” for P. Philbrick when a Court of Honor is held for him and two other Eagle Scouts.

There being no comments, Chair Morgan closed the public hearing and returned to the Board.

**MOTION:** J. McDevitt moved to accept the donation of \$227 from the Boys Scouts of America in the name of Parker Philbrick. Second – K. Forrest; all in favor. **MOTION CARRIED**

### III. APPOINTMENT

#### 1. 5 Year Road Plan Review: Paul Hayden, Road Agent

P. Hayden presented a 5-year plan for road maintenance that he prepared based on the recent road survey by Underwood Engineers. He told the Board the only year that was incomplete was the first year due to unknown costs associated with Great Bay West. The Town has approximately 18' of right-of-way according to the deed for Great Bay Drive West. In order for the road to be done correctly, a minimum of 26' is needed. P. Hayden added that an overlay would be the only thing that could be done unless more land was available. J. Rolston has spoken to Tom Brackett and he would like to have the road done. P. Hayden stated that he had also spoken to T. Brackett earlier in the day and explained to him what was needed for the road to be done correctly, and he is willing to work with the Town. T. Brackett would like to be involved with the design plan for the road; P. Sanderson noted that other residents in that area should also be included. The Town Administrator added that she has deeds from David Hagner and David Wolowitz for their rights, title and interest. She noted that D. Hagner has property on both sides of the road, and that limits the width of the road. P. Hayden stated that it's wider on that portion of the road; the biggest issue, and where the road needs to be wider, is the low section with the water damage.

P. Sanderson mentioned the impact of the stream crossing rules. P. Hayden responded that would be the next step in the road design. P. Sanderson stated that if there are cooperative landowners, and the next step would be a budget for engineering services that would include the stream crossing rules and how to do the design. Once this is completed, there will need to be a meeting with abutters.

P. Sanderson asked P. Hayden to schedule a meeting with landowners to explain what needs to be done and find out if they want to work with the Town. In addition, the Town will need to work with an engineering firm regarding the permitting of the project.

MOTION: P. Sanderson moved to authorize Underwood Engineering to move forward with the engineering on Great Bay Drive West. Further, the Road Agent will schedule a public meeting with abutters to discuss the design and any problems that may arise during the process. Second – J. Rolston; all in favor. MOTION CARRIED

P. Hayden also updated the Board that the culvert on Willowbrook needs to be replaced. P. Sanderson clarified it was a box culvert that some may consider a bridge. P. Hayden noted that the culvert was being crushed from the weight of the dirt and the bottom had rotted through; that was the reason the guard rails were falling. Tree work along Willowbrook will need to be done. In year one, the cost of road repairs will be approximately \$373,500; Great Bay West was not included.

Road budget discussion: the warrant article amount is \$300,000; there is approximately \$160,000 in the operating budget (includes roadside mowing, the lines, and routine road maintenance). The Town Administrator recommended not exceeding \$140,000 for reconstruction projects from the operating budget. With the funds from the warrant article, the total available would be \$440,000. Road repairs would include overlays, crack sealing and reconstruction. P. Sanderson suggested that while the engineering and design work for Great Bay West may be done this year, the actual project may not be done.

An accurate survey of Willowbrook was done several years ago; a new survey will not need to be done. P. Sanderson stated that abutters on Willowbrook will need to be involved due to the amount of tree

work required, and recommended meeting with abutters, holding public hearings and having discussions with the Town of Stratham.

Based on the report from Underwood Engineering, P. Hayden prioritized road repairs (copy on file). The cost of road repairs will be approximately \$500,000 per year for the next five years. Year One - recommended for overlays: Alden Avenue, Cortland Drive, Sunset Drive and Liam's Court. Year One - recommended for cracking sealing: Fairway Drive, Tide Mill Road, Coastal Way, Rolston Avenue, Brown Avenue, and Moulton Avenue.

The Town Administrator suggested a meeting be held for residents on Willowbrook and Great Bay West at the same time, and include the engineers. The meeting will be held on a non-meeting night once the new Board is in place. The Town Administrator will draft a letter to residents in those areas and provide the mailing list to P. Hayden.

Requirements for guardrails were discussed. P. Sanderson stated there are a series of warrants that are contained in MUTCD and clear-zone analysis for travelling around corners at certain speeds. He was unsure which roads in Town had guardrail issues.

#### IV. APPROVAL OF MINUTES

##### 1. Tuesday, February 21, 2017

MOTION: J. McDevitt moved to approve the minutes of Tuesday, February 21, 2017. Second – K. Forrest; all in favor. MOTION CARRIED

#### V. OLD BUSINESS

##### 1. Coakley Update

Jillian Lane, Falls Way, addressed the Board. She felt everyone was aware of new developments with test results of PRC's through NHDES. The results made it clear that Rep. Messmer and others were correct about the migration of contamination from the Coakley Landfill. NHDES stated at the last Task Force meeting they didn't have enough data to connect the contamination migration to Coakley; she was told on a sidebar after the meeting that they couldn't deny it. The bottom line was that there are residents with PFC's in their wells. That is a significant concern and something that the Board of Selectmen need to be aware of—their oath is to protect the citizens of the community, and that needs to happen at this point.

J. Lane has been in contact with the Town Administrator to schedule a meeting with the Portsmouth City Council. Knowing how long it could take to schedule a meeting, she wanted to be assured the Selectmen would sit down with the City Council in a work session as soon as possible after the new Board was in place. Chair Morgan responded that the Board was aware the Assistant Mayor had offered to meet; the Selectmen didn't have a problem meeting with the City Council. He continued that the Board was waiting until after voting next week to make sure there were funds available for guidance relating to the Coakley issue. He assured her that the Board of Selectmen was willing to meet with the City Council. J. Rolston added that Portsmouth would also have to be willing to meet.

Maria Emory, Stone Meadow Way: Asked if the Selectmen had approached the City Council about scheduling a meeting. Chair Morgan responded that the Selectmen had not approached the City Council; they had inferred they wanted to meet with Greenland and the other towns involved. He

reiterated that the Selectmen were more than willing to meet with the City Council. However, the Board wanted to wait until after voting to make sure funding was available.

J. Lane stated that Carol Shea-Porter's office firmly believes that municipal water needs to be run on Breakfast Hill Road as soon as possible; there is an immediate need based on the information and maps. They fully support the Greenland Safe Water Act and the NH Safe Water Alliance and their efforts to make it happen. She continued that waiting for who's going to take the first step is slowing the process down; she would expect our Town to take that first step—there are residents with contaminated wells. Congressman Shea-Porter's office has asked J. Lane to work with the Selectmen and update them on a regular basis on the progress.

P. Sanderson responded that the only source of water that's been identified is the Greenland well, located across from the school. He explained that Portsmouth holds the entire franchise for the Town, and the Town couldn't extend the water on its own without them. The Town Administrator added that the Town could do water but would have to dig its own well and lay the pipes. P. Sanderson continued that there is no State agency that regulates the franchise. DES regulates quality and quantity, but not providing service. They are not regulated by the PUC or any other group. Portsmouth has no duty or obligation to meet with Greenland. There was a brief discussion about Senator Innis' bill that would make changes possible, enabling towns to talk to other water sources. P. Sanderson also suggested Congressman Shea-Porter request a meeting between Portsmouth and Greenland.

## 2. Other Old Business

There was no other old business to discuss.

# VI. NEW BUSINESS AND ADMINISTRATIVE

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

Transfer Station: The Town Administrator noted that the amount of waste at the Transfer Station is increasing. The bid process for the disposal of solid waste was recently completed, and will be on the agenda for the next meeting. If the Board wants to stay with incineration, which has been policy for a number of years, costs are increasing; disposal at a landfill would be a decrease. The Town Administrator asked that the discussion be continued at a meeting when P. Hayden was present. It was confirmed that the Town no longer pays the tipping fees for resident's private trash pick-up.

## 2. Comcast Franchise Agreement Renewal

The Town Administrator told the Board that as part of the Comcast renewal process, a public hearing needed to be scheduled. The Town Administrator and Steve McKenzie have reviewed the contract in depth. This will be the third renewal of the contract, and it hasn't substantially changed. The proposed renewal is identical to the current contract. The Town is allowed to charge up to 5% for a franchise fee; this is directly passed on to the customer. The current franchise fee is 1%, or \$16,000 to \$18,000 to the Town per year. The fee can be increased.

There is an option for Greenland to have its own channel, which would be Channel 22. This would allow meetings and the Town's own content to be broadcast. Currently, Channel 22 airs Portsmouth information and meetings. If Greenland wanted its own channel, Portsmouth would no longer be available. S. McKenzie, Portsmouth Avenue, stated there is another local channel on the guide which is being used by Comcast. The Town Administrator responded that they don't allow towns to have two

community channels. Increasing the franchise fee would cover the cost of equipment, maintenance, operation of the camera, etc. It would also increase the bill of each subscriber in Greenland, while providing a service to them.

S. McKenzie pointed out that the turn-around time was really quick, and didn't feel it was long enough for the Board to make a decision. There should be more time for members to review things before locking into a 10 year contract. The proposed contract is effective on April 14, 2017; a public hearing on March 20, 2017, doesn't allow much time. P. Sanderson responded that an extension could be requested.

Dennis Malloy, Van Etten Drive: Negotiated the MetroCast contract for Barrington. He agreed that the deadline date could be extended. He also felt residents should be aware of what they are getting in terms of internet access. The Town Administrator noted the proposed contract was for cable TV only; internet was a separate subscription available to residents.

J. McDevitt suggested delaying the contract, but have the public hearing. S. McKenzie felt there were still negotiations that could be done, noting there was nothing in the contract about a cable access channel.

**MOTION:** P. Sanderson moved to forward the Comcast Franchise Agreement Renewal to public hearing on Monday, March 20, 2017. Second – J. Rolston; all in favor. **MOTION CARRIED**

### 3. Veteran's Credit

The applicant served from 1961-1964, was honorably discharged, and qualifies for the Veteran's Credit. Three or four other residents have applied for the All Veteran's Credit; the Town Administrator is holding their applications until after voting on Tuesday, March 14, 2017, to see if the warrant article passes.

**MOTION:** K. Forrest moved to approve the Veteran's Credit in the amount of \$500 for Louis Neron. Second – J. McDevitt; all in favor. **MOTION CARRIED**

### 4. Other New Business

James Connelly, 22 Charles Drive: He made a motion at the Town Deliberative Session to increase the Town's bottom line budget by \$2,500. It was his understanding that the Board of Selectmen "reneged" on that motion. J. McDevitt explained that the amendment in that amount had passed, but how it may be expended is a different issue. J. Connelly responded that his motion was to reinstate \$2,500 to the Town Administrator's salary. The Town Administrator stated that legally the motion was to increase the bottom line by \$2,500; it would be the Selectmen's purview to assign it to a line in the budget after it passes.

## VII. ACCOUNTS PAYABLE – THURSDAY, MARCH 09, 2017

### 1. Payroll Manifest 05

**MOTION:** K. Forrest moved to approve Payroll Manifest 05 in the amount of \$52,188.18. Second – J. Rolston; all in favor. **MOTION CARRIED**

2. General Fund Manifest 05

**MOTION:** J. McDevitt moved to approve General Fund Manifest 05 in the amount of \$469,208.92 (School - \$300,000). Second – P. Sanderson; all in favor. MOTION CARRIED

3. Police Special Revenue Fund Manifest 01

**MOTION:** P. Sanderson moved to approve Police Special Revenue Fund Manifest 01 in the amount of \$1,179.95. Second – J. McDevitt; all in favor. MOTION CARRIED

Chair Morgan thanked J. McDevitt and K. Forrest for their years of service to the Town on the Board of Selectmen. K. Forrest told the Board they did a great job advocating for the community and it was a great learning experience.

MOTION: P. Sanderson moved to enter into non-public session at 8:35 p.m. Second – K. Forrest; all in favor. MOTION CARRIED

VIII. NON-PUBLIC SESSION [RSA 91-A:3, II(a)]

MOTION: K. Forrest moved to return to public session at 9:15 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

IX. ADJOURNMENT

MOTION: K. Forrest moved to adjourn at 9:15 p.m. Second – J. McDevitt; all in favor. MOTION CARRIED

NEXT MEETING

Monday, March 20, 2017 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, March 20, 2017