



BOARD OF SELECTMEN
Town of Greenland • Greenland, NH 03840
575 Portsmouth Avenue • PO Box 100
Phone: 603.431.7111 • Fax: 603.430.3761
Website: greenland-nh.com

MINUTES OF THE BOARD OF SELECTMEN

Monday, June 29, 2015 – 7:00 p.m. – Town Hall Conference Room

Members Present: Vaughan Morgan, Kevin Forrest, John McDevitt, John Penacho

Members Absent: Jim Rolston

Staff: Karen Anderson – Town Administrator

I. NON- PUBLIC - RSA 91-A:3, II(c)

1. Personnel

MOTION: K. Forrest moved to enter into non-public session at 6:45 p.m. Second – J. McDevitt; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to enter into public session at 7:01 p.m. Second – J. McDevitt; all in favor. **MOTION CARRIED**

Chair Morgan opened the Board of Selectmen meeting at 7:01 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

1. Acceptance of \$500 Donation – Granite Group: 2nd Floor of Police Department

Upon acceptance of the donation, the funds can be used towards the work being done on the second floor.

MOTION: J. Penacho moved to accept the \$500 donation from the Granite Group for the second floor of the Police Department. Second – J. McDevitt; all in favor. **MOTION CARRIED**

2. Acceptance of Labor Donation – Thompson Brook Trail: Tdak & Company

Tdak & Company will cut the trails and level the gravel. Troy Thibodeau, owner of Tdak, will be volunteering the time and labor. Tdak will coordinate with the Appalachian Mountain Club. T. Thibodeau has put in his section of the trail up to the Town line as a condition of the Van Etten Drive site plan approval.

MOTION: J. Penacho moved to accept the labor donation from Tdak & Company for the Thompson Brook Trail. Second – K. Forrest; all in favor. **MOTION CARRIED**

There being no comments from the public on Items 1 and 2, Chair Morgan closed the public hearing.

III. ADMINISTRATIVE AND OTHER ITEMS

1. 911 Road Name Change: 1660 Greenland Road

The Town Administrator explained the road where the BioSpray building is located was named “Cold Spring Drive” by the Board. The Police Chief was concerned it was too similar to the Cold Spring Pond business development on Portsmouth Avenue. The owner has requested it be named “Bruce Court”.

Responding to a statement from K. Forrest about sound alike road names, the Town Administrator explained that the Apsey buildings on Portsmouth Avenue at one time were known as Cold Spring Farm and it was considered a historic site. There is no signage referring to the location as Cold Spring Farm. However, long-time residents know the location by that name.

MOTION: K. Forrest moved to rename the previously approved Cold Spring Drive to Bruce Court. Second – J. Penacho; all in favor. **MOTION CARRIED**

2. Dearborn Road Culvert Replacement

The engineer originally designed the Dearborn Road culvert (wetlands permit received) near the corner as a 48” cross culvert. There’s spalling of the concrete on both ends of the headwall; that will automatically be replaced. It was originally planned to replace the corrugated pipe, in kind, with what currently exists. At the last pre-construction meeting, Busby Construction suggested Underwood Engineers replace the headwalls but slip lining the pipe in place under the road (a rubberized membrane will be placed inside the larger pipe; it has been used on Rt. 101). Slip lining will slightly reduce the 48” cross culvert but could increase velocity with a full flow going through. The Wetlands Bureau would likely approve a reduction in size from 48” to 47”. Underwood suggested that Busby do a proposal for change in work scope; the overall cost change decreased by approximately \$1,000. The biggest impact will be time; the 48” culvert needs to be brought in on a crane due to size. During the four to five days the culvert work is being done, Dearborn Road will be closed and detoured; the road will be open at night. If they were to do the slip line, the time of work would be reduced to approximately 1 ½ days. The road would still be closed while the crane lowered the two cement headwalls. However, the disruption would be reduced by three to four days.

Two flaggers are estimated at \$21 per hour for approximately 64 hours. The Town Administrator asked the Board if Underwood Engineers should contact DES or if they would prefer to stay with the original plan. The life expectancy of the existing pipe going across Dearborn is 10 to 15 years; slip lining the pipe while doing the work would add another 40 to 50 years. Based on the minimal savings in cost, the Board agreed to stay with the original plan.

3. Current Use Release: 1088 Portsmouth Avenue [Map R11, Lot 31]

The property, Greenside Up, no longer qualifies for current use. An area is being used for gravel. The Board gave the owner until June 01, 2015 to come into compliance, and he has not. The Town Administrator has monitored the business, and it has not changed. Asked if the Building Inspector should be monitoring, the Town Administrator responded the assessing aspect falls to the Board of Selectmen. As a separate matter, the owner is also in violation of the site plan approval. J. McDevitt stated that the Building Inspector/Code Enforcement officer should have been handling the site plan violations. The Town Administrator told the Board that the business has expanded well beyond what

the ZBA allowed. An abatement request in 2013 was denied for refusal of interior inspection; it was not appealed. The Town Attorney reviewed the file this past winter, and the Board gave Greenside Up until June 01 to return the grounds to their natural state because the ground was frozen.

MOTION: *J. Penacho moved to sign the Land Use Change Tax warrant for 1088 Portsmouth Avenue [R11, 31] in the amount of \$45,000. Second – K. Forrest; all in favor. MOTION CARRIED*

The Town Administrator will give the release to the Tax Collector, and the property owner will have 30 days to pay before it accrues interest. If not paid within a specific time frame, it will go to lien and then to tax deed after two years. The property owner may appeal through abatement. The Town Administrator added that even though the land was being released from current use, it doesn't change what was allowed with the Variance granted by the ZBA. J. McDevitt added the Building Inspector needed to make a site visit.

4. Tax Deeding/Acceptance of Liens

The Tax Collector submitted a list of liens as of June 24, 2015. A vote was needed by the Board to acknowledge receipt of the liens.

MOTION: *J. McDevitt moved to acknowledge receipt of the liens from the Tax Collector. Second – J. Penacho; all in favor. MOTION CARRIED*

The property located at 61 September Drive is scheduled to be deeded. The Tax Collector will present a deed to the Board at the meeting on Monday, July 13, 2015 if it's not prior to that meeting.

5. Dogs for Civil Forfeiture

The Tax Collector submitted a list of dogs that have not been registered and will now go to civil forfeiture. A vote was needed by the Board to acknowledge receipt of the liens.

MOTION: *J. Penacho moved to acknowledge receipt of the dogs for civil forfeiture from the Tax Collector to be given to the Police Department. Second – K. Forrest; all in favor. MOTION CARRIED*

6. Amendment to Minutes: Monday, June 01, 2015

The motion voted and approved at the meeting on Monday, June 01, 2015, awarding the paving bid to Busby Construction did not include the Hillside/Meadow/McShane portion of the project.

MOTION: *K. Forrest moved to amend the minutes of Monday, June 01, 2015, awarding Busby Construction the contract for the Dearborn Road/Caswell Drive and Hillside/Meadow/McShane projects, to include the add-on pedestrian pathway, in the amount of \$744,465. Second – J. McDevitt; all in favor. MOTION CARRIED*

7. Personnel Policy Amendments

Revisions to the personnel policy were discussed at length. The insurance deductible paid by the Town will remain the same for now while alternatives are being researched. The Board agreed that additional work is needed on the insurance deductibles. Benefits were added that included the Friday after Thanksgiving as a paid holiday and paid sick leave for part-time staff. Sell-back amounts and comp time accruals were reduced.

MOTION: K. Forrest moved to approve the Personnel Policy amendments as presented by the Town Administrator. Second – J. Penacho; all in favor. MOTION CARRIED

8. Approval of Minutes: Monday, June 15, 2015

MOTION: K. Forrest moved to approve the minutes of Monday, June 15, 2015. Second – J. Penacho; all in favor. MOTION CARRIED

9. Other Business

- Rec Committee: K. Forrest updated the Board on the Rec Committee meeting that was held on Thursday, June 25, 2015. There have been challenges with leasing the tennis courts. There was a draft of a letter to the vendor regarding the history of non-compliance. It was suggested that the Rec Committee be invited to a future Board of Selectmen meeting. Still to be confirmed is a cash management policy. The Town bookkeeper will process deposits to the Town Treasurer. IRS rules and camps counting towards a FSA were briefly discussed.
- Vernita Connection with Bramber Valley: Chip Hussey, Planning Board member, questioned the Board about the feasibility of connecting Bramber Valley Drive and Vernita; the Town owns a small lot that would allow a possible connection. J. McDevitt, Selectmen's rep to the Planning Board, told the Selectmen that not enough information was available at this time and a decision had not been made. The Board will take the matter under advisement when more information is available.
- Snow Plowing: J. Penacho voiced his concern that Jim Jones charged the Town over \$50,000 for plowing the last snow storm of the season when there was only 1" to 2" of snow. He requested a pre-winter meeting with J. Jones to discuss the level of service.

IV. ACCOUNTS PAYABLE – THURSDAY, JULY 02, 2015

1. Payroll Manifest 13

MOTION: J. Penacho moved to approve Payroll Manifest 13 in the amount of \$44,577.18. Second – J. McDevitt; all in favor. MOTION CARRIED

2. General Fund Manifest 13

MOTION: K. Forrest moved to approve General Fund Manifest 13 in the amount of \$1,292,737.96 (School - \$1,000,000). Second – J. McDevitt; all in favor. MOTION CARRIED

3. Medical Deductible Expendable Trust Manifest 13

MOTION: K. Forrest moved to approve Medical Deductible Expendable Trust Manifest 13 in the amount of \$5,025.77. Second – J. McDevitt; all in favor. MOTION CARRIED

4. Police Special Revenue Fund Manifest 06

MOTION: K. Forrest moved to approve Police Special Revenue Fund Manifest 06 in the amount of \$539.19. Second – J. McDevitt; all in favor. MOTION CARRIED

V. ADJOURNMENT

MOTION: J. McDevitt moved to adjourn at 9:04 p.m. Second – K. Forrest; all in favor. ***MOTION CARRIED***

NEXT MEETING

Monday, June 13, 2015 – Town Hall Conference Room, 7:00 p.m.

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, June 13, 2015