



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, August 10, 2015 – 7:00 p.m. – Town Hall Conference Room

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

Members Absent: John Penacho

Staff: Karen Anderson – Town Administrator

Also Present: Tara Laurent – Chief of Police, Ralph Cresta – Fire Chief, Jeannie Brome – E-911

Chair Morgan 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.

I. PUBLIC HEARING – RSA 231:133-a

1. Proposed E-911 Changes

Chair Morgan told those present that the Board understood that no one liked change. In the past, emergency responders have had difficulty locating some of the addresses in Town due to similarities with street names and/or house numbers that are out of sequence. In some cases, there have been delays in emergency response times. When safety issues are brought to the attention of the Selectmen, they are obligated to remedy them. Pursuant to RSA 231:133 and RSA 231:133-a, address changes are being made to expedite emergency response times. Chair Morgan continued that this was not a hearing about whether or not the changes would take place; the Board had made their decision. The purpose of the hearing was to address concerns regarding what happens when there are changes.

Chief Laurent explained the E-911 process to audience members. The meeting was opened to public comments. Address changes were reviewed by sections, with Chief Laurent and J. Brome explaining the necessity for the change as well as the NENA standards.

K. Forrest voiced his concern that there be a set standard for the Town to follow when issuing addresses/numbering for new homes. Chief Laurent responded that E-911 and the Building Inspector have met regarding the 911 standards. The Board discussed addressing for new developments. The Town Administrator stated that she can obtain a list of houses for sale in Town that may be affected by future 911 changes. J. Brome requested a list of building permits issued for new construction for the past year to make sure the E-911 map is correct. Chief Laurent stated that when numbering new subdivisions, it can be done by the Building Inspector using 911 standards or it can be forwarded to 911. The Board was in agreement that 911 would be used for numbering any new subdivisions as it will provide an additional quality control check that would mitigate the risk of numbering errors.

There being no further comments, Chair Morgan closed the public hearing.

2. Naming of Trail Road

Chief Laurent requested that the dirt road accessing the parking lot for the trails be named Liberty Hill. She suggested the sign be green because it's public, with another sign underneath it that reads "Liberty Hill Recreation Area" or something similar. The road will be used for emergency purposes; however, there is a parking lot behind a berm that can't be seen from Rt. 33. Although the lot will be closed from dusk to dawn, Chief Laurent was concerned it may become a drinking spot.

Chair Morgan opened the meeting to public comments. There being none, he closed the public hearing.

MOTION: *J. McDevitt moved to name the trail road "Liberty Hill". Second – J. Rolston; all in favor. MOTION CARRIED*

II. ADMINISTRATIVE AND OTHER ITEMS

1. Traffic Study – Great Bay Road

Chief Laurent reminded Board members that Great Bay Road is a State road. Although the speed limit is 35 miles per hour, people drive considerably faster. Chief Laurent has spoken to DOT about changing the speed limit. She was told that if the Board of Selectmen requested a traffic study be done on Great Bay Road, it can be done for speed, the number of cars, etc. Depending on the results, the speed limit can be lowered to 30 mph. There is no cost to the Town; however, it may take several months. Chief Laurent felt it would be good data to have, and may help lower the speed limit. K. Forrest asked if it was possible to get a speed reading on people actually stopping at the railroad crossing; Chief Laurent was unsure. He added that if a study was being done, the safety of that crossing should be incorporated.

Chief Laurent also suggested lowering the speed limit on Dearborn Road to 30 mph. She pointed out that with it being newly paved, speed may increase and there are a number of people who walk and bike that road. The Town Administrator added there will be new signage indicating curves as well as "SLOW". The walking path will be in the area of the blind curve near Dearborn's house.

MOTION: *K. Forrest moved to approve the traffic study on Great Bay Road, to include the railroad crossing as part of that study. The Chief of Police will draft a letter for signature by the Town Administrator. Second – J. Rolston; all in favor. MOTION CARRIED*

The Town Administrator will review the plans for Dearborn Road with Chief Laurent for any adjustments to the speed limit and placement of signs.

2. Abatement – EIP

The Town Administrator explained this was based on the Board of Tax and Land Appeals settlement to abate the amount of \$124,096.62 plus interest (\$12,408.22).

MOTION: *J. Rolston moved to approve the tax abatement for EIP Ocean Road LLC, Map R20 Lot 8, 150 Ocean Road, in the amount of \$124,096.62 plus interest. Second – K. Forrest; all in favor. MOTION CARRIED*

3. Involuntary Lot Merger: Separation – R1, 12 and R1, 11A

The lot was purchased by B&M Railroad from Mrs. Sewall subsequent to the property owner selling a section to Boston Maine Railroad. There is a 10,000 sq. ft. square that has been used as the backyard of property at 368 Breakfast Hill Road. The new owners have approached the railroad about purchasing the 10,000 sq. ft. of land. Documentation was found that it had been involuntarily merged in the 1980's, and was a separate purchase from the initial strip. B&M, in the near future, is going to turn over the entire rail bed along the strip to the State of New Hampshire. B&M is in an agreement with the homeowner to sell them the 10,000 sq. ft. square of land. The homeowner has contacted the State, and they will sell him additional land; the original lot was .14 acres. The homeowner will not be able to subdivide the lot by adding the parcel.

The Planning Board has reviewed and approved the Involuntary Lot Merger Separation. The Board of Selectmen, by statute, must agree to unmerge an involuntary lot merger. The homeowner will voluntarily merge the parcel with his lot.

MOTION: *J. McDevitt moved to approve the involuntary lot merger separation for Map R1, 11A in the amount of 1.34 acres, current owner of record is Boston Maine Corp. Second – K. Forrest; all in favor.*
MOTION CARRIED

4. MS 434 – Revised Revenues

This is the annual revised revenue form that will be sent to the State. The revenues sent to the State are initially sent after Town Meeting. The Town Administrator estimated, at that time, the revenues would be \$1,652,638. After reviewing revenues from January to July, the Town Administrator recommended increasing the revenues to \$1,702,038.

J. McDevitt asked what the process was to collect delinquent taxes. Residents delinquent on property taxes receive a monthly statement from the Town. The payment period is extended as long as legally possible before a lien is put on the property. The Tax Collector works diligently to avoid liens; however, statutory deadlines have to be followed. Once the liens are set, the resident can accrue liens for three years before their property is tax deeded.

If revenues are left at \$1.6 million, the impact (increase) on the tax rate would be less than one penny. Any revenues received above the estimate would lapse to the undesignated fund balance. The Town Administrator recommended increasing the revenue.

MOTION: *K. Forrest moved to increase revenues to \$1,702,038. Second – J. McDevitt; all in favor.*
MOTION CARRIED

5. Great Bay Drive East and West

The Town Administrator has spoken to two residents from Great Bay Drive East and West. They have threatened to sue the Town for lack of maintenance on the road. There is a document to the State signed in 1993 by Richard Rugg, a Selectman at the time, indicating they were Town roads. The Town also paved the roads at some point.

The Town Administrator contacted the Town Attorney and advised him of the situation. His response was forwarded to the Board, and the Town Administrator has taken no further action. J. McDevitt stated that he would like to have a better understanding of the Great Bay Drive East and West issue, and

suggested the Town Attorney meet with the Board. It was his feeling that the Town has no right to those roads and that they're private. J. McDevitt continued that he would like clear legal advice on what position it places the Town, and what should be done in the future.

The Town Administrator has prepared a binder with documentation from a variety of sources. At Town Meeting two years ago, it was voted to accept the road as is, where is, upon receipt of the deeds. Two deeds have been received. J. McDevitt recommended that no more deeds be accepted; however, the Town Administrator pointed out that Town Meeting authorized the acceptance of the deeds.

The Board agreed that they would like to have a consultation with the Town Attorney. The Selectmen also agreed that the Town Administrator may continue to consult with the Town Attorney when necessary.

6. 2015 Road Paving

The Town Administrator reviewed the project funding of Dearborn Road, Caswell Drive and Hillside Drive (copy on file). K. Forrest asked if it was possible to extend the pedestrian walkway on Dearborn Road to the railroad tracks due to visibility. The Town Administrator responded if there is funding available when the project is complete it could be discussed.

Several roads were recently put out to bid. Prioritizing roads, Moulton is in the worst condition; Bayside would be the next priority. Standards used to categorize roads: the number of cracks in the road, the spaces between the cracks that would be too wide to crack seal, broken down edges, pot hole repair and pavement degradation.

Available in the budget for paving: \$110,000; using the remaining \$100,000 from the CRF: \$210,000 would be available. J. McDevitt stated he would like to have an engineer inspect the drainage on some of the older roads. He felt underlying issues with the roads were being missed, and wanted to see that addressed. Chair Morgan reminded Board members they had to work within the budget. The roads in need of repair: the segment of Moulton, Bay Shore, Bayside, Holly and Orchard Hill; total cost: \$188,740.

MOTION: J. Rolston moved to approve the 2015 road paving, not to exceed \$188,740. Second – J. McDevitt; all in favor. MOTION CARRIED

The Town Administrator will talk to the engineers about doing Bay Shore and Orchard Hill while they are in that area working on Dearborn and Caswell.

7. Approval of Minutes: Monday, July 27, 2015

Approval of minutes was continued to the next meeting.

8. Other Business

- Walkway Through Remembrance Park: J. McDevitt explained that the proposed Age Restricted Housing development at Bramber Valley will have sidewalks throughout. There was some concern from DOT about people crossing over to Remembrance Park and walking to the band stand, farmer's market, etc., especially those in wheelchairs. The developer has proposed a walkway through the lower end of Remembrance Park as well as a crosswalk with a pedestrian light.

MOTION: K. Forrest moved to approve the walkway through Remembrance Park, subject to Planning Board final approval. Second – J. Rolston; all in favor. MOTION CARRIED

- Remembrance Park Posts: Wally Berg met with the Town Administrator, telling her that Mr. Lang is willing to install four posts at Remembrance Park. Two posts will be by the existing paved strip (on the Remembrance Park side) between the telephone poles; the other two will be equal distance on the opposite side. The posts are not connected and will allow access to the memorial. There was concern among Board members regarding unintended consequences during the winter due to snow.
- Library: J. Rolston told the Board that the Library has been meeting with architects about building on the current location; they are not considering a Town site. The Board of Selectmen will send a letter to the Library Trustees encouraging them to consider a site on Town property. The Town Administrator will draft the letter.
- CIP: J. McDevitt told the Board that the CIP process through the Planning Board would be starting shortly. He reiterated to the Planning Board that the Board of Selectmen supported participation of all Town departments.

III. ACCOUNTS PAYABLE – THURSDAY, AUGUST 13, 2015

1. Payroll Manifest 16

MOTION: J. McDevitt moved to approve Payroll Manifest 16 in the amount of \$46,455.72. Second – K. Forrest; all in favor. MOTION CARRIED

2. General Fund Manifest 16

MOTION: K. Forrest moved to approve General Fund Manifest 16 in the amount of \$420,283.98 (School - \$210,000). Second – J. Rolston; all in favor. MOTION CARRIED

The Town Administrator withdrew a bill from a chemical company to Jim Jones in the amount of \$504; the item was ordered by J. Jones and shipped to his North Hampton address. The Board was in agreement that any items ordered by J. Jones through the Town must be pre-approved by the Town Administrator.

3. Medical Deductible Expendable Trust Manifest 16

MOTION: K. Forrest moved to approve Medical Deductible Expendable Trust Manifest 16 in the amount of \$633.55. Second – J. Rolston; all in favor. MOTION CARRIED

IV. ADJOURNMENT

MOTION: J. Rolston moved to adjourn at 9:25 p.m. Second – K. Forrest; all in favor. MOTION CARRIED

NEXT MEETING

Monday, August 24, 2015 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, August 24, 2015