



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD

Thursday, February 02, 2023 – 6:30 p.m. – Town Hall Conference Room

Members Present: Bob Dion, Stu Gerome, John McDevitt, Dave Moore, Richard Winsor (Selectmen's Rep)

Members Absent: Steve Gerrato, Catie Medeiros, Frank Catapano (Alternate), Phil Dion (Alternate)

Staff: Mark Fougere – Consultant

D. Moore opened the Planning Board meeting at 6:30 p.m. A roll call was taken, and it was announced a quorum was present and the meeting was being recorded.

I. NON-PUBLIC

1. Legal [RSA 91-A:3, II(I)]

MOTION: R. Winsor moved to enter into non-public session under RSA 91-A:3, II(I) at 6:34 pm. Second – J. McDevitt. Roll call vote: B. Dion, yes; S. Gerome, yes; R. Winsor, yes; J. McDevitt, yes, D. Moore, yes. All in favor. MOTION CARRIED

MOTION: R. Winsor moved to leave non-public session and return to public session at 6:58 pm. Second – B. Dion. Roll call vote: B. Dion, yes; S. Gerome, yes; R. Winsor, yes; J. McDevitt, yes, D. Moore, yes. All in favor. MOTION CARRIED

II. WORK SESSION

MOTION: J. McDevitt moved to seal the minutes of the non-public session. Second – R. Winsor. Roll call vote: B. Dion, yes; S. Gerome, yes; R. Winsor, yes; J. McDevitt, yes, D. Moore, yes. All in favor. MOTION CARRIED

1. Capital Improvement Plan

The Board received a copy of the Capital Improvement Plan letter and form that was used several years ago. Also included was a spreadsheet of the existing Town and School debt and proposed projects for both. M. Fougere informed the Board that the School bond was paid in full in August 2022. The bond payment was over \$300,000. There was a discussion about the Town and School Deliberative Sessions and SB2. There was also a discussion about the possible improvements to the train crossings and the cost to the Town to upgrade the crossings.

M. Fougere explained the CIP spreadsheet to the Board, which was updated for this year. The Fire Department will be looking at a new truck in 2025; \$800,000 was added to the CIP spreadsheet for 2025.

DRAFT: SUBJECT TO CHANGE

R. Winsor explained how the Fire and Ambulance Special Revenue Fund is used to purchase emergency vehicles for the Fire Department. ARPA funds were used to purchase the ambulance that is currently on order. R. Winsor continued that there will be a warrant article to upgrade to digital radios; fund will be taken from the Fire and Ambulance Special Revenue Funds. The CIP will be a good tool to work with for the fire truck.

B. Dion questioned the amount of \$4,285,000 under 'Fire Station Capital Reserve'. M. Fougere explained that was the estimated cost of a new fire station in 2020. R. Winsor and S. Gerome noted that it was 'grossly understated'. M. Fougere explained the CIP has not been done in two years and the numbers were left the same. The CIP will be given to the Selectmen as a policy document.

S. Gerome noted that the Recreation Department was not included on the CIP spreadsheet. M. Fougere stated that departments have not received CIP information. It was noted that computer upgrades at the Town Hall were coming out of the Town Equipment Capital Reserve Fund. There was a question about the Transfer Station Capital Reserve Fund and how that fund was used.

R. Winsor noted that the CIP was too late for this year. B. Dion stated that the RPC expects towns to contribute to road projects within their own municipality. The amount could be 10% to 20% of the cost. B. Dion recommended the Board prepare for somewhere in the vicinity of 10% of \$5 million.

R. Winsor noted the challenge would be metering. He suggested there be a subcommittee to do the CIP and report to the Planning Board.

S. Gerome questioned if the School projects from several years ago had been completed. M. Fougere stated that forms would be sent out to the departments after voting and the CIP spreadsheet would be updated. The CIP should be submitted to the Selectmen in October. The CIP will be started in late spring to early summer. Forms will be sent out in April.

2. Approval of Minutes

MOTION: R. Winsor moved to approve the minutes of Thursday, January 19, 2023. Second – B. Dion; four in favor, one abstained (D. Moore). MOTION CARRIED

3. Consent Agenda

- Town Budget – Fougere Planning and Development: **\$2,366.20**
 - Planner - \$1,428.20
 - Impact Fee Analysis - \$938
- PB Escrow Account – Fougere Planning and Development: **\$390**
 - Tower Place - \$90
 - Rolling Green - \$300
- PB Escrow Account – Altus Engineering: **\$4,214.25**
 - 69 Tide Mill Road - \$840
 - Tower Place - \$3,374.25

MOTION: R. Winsor moved to approve the consent agenda as presented. Second – J. McDevitt; all in favor. MOTION CARRIED

DRAFT: SUBJECT TO CHANGE

4. Topics for the Public Hearing

- Continued from Thursday, January 19th: Site Plan Review - 64 Breakfast Hill Road (Rolling Green); M. Fougere has spoken to Altus Engineering. There is a fairly long list; due to the unusual site, waivers will be recommended. Altus Engineering will contact Rolling Green and their engineer.
- M. Fougere commented that Green and Company is working on the Ciborowski property located in Greenland and Rye. They must get through the Rye Planning Board before they come to Greenland. M. Fougere has discussed the property behind the Bethany Church with TA Sanderson. If Green and Company brings water onto Breakfast Hill Road and develops the corner, the property is fairly close. It is also in the same overlay zone. The Town could sell the property for a mixed-use project with sewer and water.
- R. Winsor stated that if a high density project was being done, municipal services (water and sewer) needed to be included. B. Dion questioned if it needed to be in the Ordinance; R. Winsor felt it would be a good idea. M. Fougere stated that was basically the overlay district.

5. Other Business

The deadline to file for elected office and the current vacancies were discussed.

6. Adjournment

MOTION: R. Winsor moved to adjourn at 7:30 p.m. Second – S. Gerome; all in favor. MOTION CARRIED

NEXT MEETING

Thursday, February 16, 2023 – 6:30 p.m., Town Hall Conference Room

Submitted By: Charlotte Hussey, Administrative Assistant