



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

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Monday, January 04, 2021 – 6:30 p.m. – Virtual via Zoon

Members Present: Jamie Connelly, Rick Hussey, Jim Rolston, Steve Smith, Rich Winsor

Staff Present: Matthew Scruton - Town Administrator

Also Present: Liz Cummings – Financial Director (Zoom), Dennis Cote – Health Officer/Emergency Management Director (In-Person), Ralph Cresta – Fire Chief (In-Person), Tara Laurent – Police Chief (Zoom), Dennis Malloy – State Representative for Greenland and Newington

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Chair Smith opened the Board of Selectmen meeting at 6:30 p.m. A roll call was taken; it was announced a quorum was present and the meeting was being held virtually through Zoom and recorded by video and audio. A checklist to ensure meetings are compliant with the Right-to-Know Law during the State of Emergency was read into the record by Chair Smith.

Attendance was taken by roll call: J. Connelly - present, R. Hussey - present, J. Rolston - present, R. Winsor – present, S. Smith - present.

**I. APPOINTMENT**

**1. COVID-19 Update: Dennis Cote - Health Officer, Emergency Management Director**

Dennis Cote, Health Officer and Emergency Management Director, provided the Selectmen with a COVID-19 update. Many of the Town's first responders have received the vaccine and/or are scheduled to receive it the week of January 04, 2021. D. Cote voiced his concerns over the recently released list of cases: there were currently 13 cases showing as active; there are 25 addresses on the list. Also, there are some positive cases in Town that have not been included on the list. D. Cote expects to see a surge due to the recent holidays. D. Cote has spoken to an individual who asked that the Town website be more user friendly with the generic COVID posting. Protocol should be included if residents have traveled outside of the State. D. Cote noted that the MPR at the School will be sanitized after the Budget Public Hearing, Town Deliberative Session and Town Meeting.

**II. PUBLIC COMMENTS**

There were no public comments.

**III. APPROVAL OF MINUTES**

**1. Monday, December 21, 2020**

MOTION: J. Rolston moved to approve the minutes of Monday, December 21, 2020. Second – J. Connelly; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

**IV. OLD BUSINESS**

**1. 2021 Operating Budget Approval**

TA Scruton updated the Board regarding the proposed budget. The Budget Committee did not make any cuts to the budget. The Budget Committee added \$100,000 to the budget proposed by the Selectmen. The Budget Committee took the two full-time firefighter positions from the warrant articles and added them to the budget. They recommended the positions as part of the budget because there was a \$90,000 decrease in the part-time labor line. The Budget Committee felt that would be easier to understand rather than having multiple warrant articles and a budget that could be inflated if the warrant articles were passed.

TA Scruton suggested that the Board of Selectmen could adjust their budget to match the Budget Committee when going to public hearing. After the public hearing, the Selectmen could recommend or not recommend the Budget Committee's budget.

J. Rolston stated those positions should be warrant articles. It was not just the expense for this year, it will be an ongoing expense. Residents needed to vote on those positions rather burying them in the total budget. R. Hussey agreed with J. Rolston but requested the tax impact. TA Scruton stated that \$87,000 would be approximately \$0.10 on the tax rate; increasing the operating budget by approximately \$100,000 the tax impact would be roughly \$0.11.

There was a discussion about the 2019 and 2020 budgets; final expenses for 2020 are not available at this time. Comparing the final budgets for 2019 and 2020 and the proposed 2021 budget, R. Winsor questioned how the annual increases were justified. Chair Smith responded they had to look at the total budget, including expenditures. TA Scruton reminded members that revenue has not been factored into the operating budget.

J. Rolston suggested that future boards should look strongly at raises. He questioned if a 3% raise every year was sustainable. He suggested salary increases should be based on the Consumer Price Index for the average social security recipient.

There was a discussion about the grant money received by the Town and the amount not reimbursed because funding is not available. Chief Laurent joined the meeting via Zoom, stating the Town has been reimbursed over \$115,000 between the GOFERR and FEMA Grants. The maximum GOFERR Grant reimbursement is approximately \$94,000; FEMA reimburses 75% and applies to overtime for emergency services.

The Fire Department budget was discussed at length. Chief Cresta joined the meeting in person to justify the need for two additional fire fighters. After a lengthy discussion, Chair Smith suggested adding the \$100,000 to the budget, which would match the Budget Committee's recommendations. R. Winsor questioned the increase in part-time wages from 2019-2020 to 2020-2021. Chief Cresta explained it was due to fire fighters returning for calls. TA Scruton noted that the Fire Department incurred an additional \$63,000 in various COVID expenses that are not showing in the part-time; they were offset by reimbursement. J. Connelly did not want the positions to be on a warrant article; it would be more of a surprise the following year when the budget showed an increase.

TA Scruton reminded the Board that Greenland is a Budget Committee community. The Budget Committee's budget will appear on the warrant, Selectmen control warrant articles. The Budget Committee will present their budget at public hearing; the Selectmen would either recommend or not recommend. The Selectmen will vote to recommend or not recommend the budget after the public

## DRAFT: SUBJECT TO CHANGE

hearing. The Selectmen would not have the opportunity to change their recommendation until Deliberative Session. Chair Smith noted the budget could be adjust up or down by 10% at Deliberative Session.

MOTION: Chair Smith moved to revise the proposed 2021 Operating Budget to \$5,486,009 to include the two new full-time fighter positions as requested by the Budget Committee. There was no second.

TA Scruton explained the budget would be presented at public hearing using spread sheets. Residents will see the Budget Committee recommendation as well as the Board of Selectmen's. At the Board of Selectmen's next regularly scheduled meeting, the Board will vote to recommend/not recommend the budget recommended at public hearing. That will then go to Deliberative Session with recommendations by the Budget Committee and Board of Selectmen. If changes are made at that meeting, the Selectmen will have another chance to recommend/not recommend.

### 2. Warrant Article Review

TA Scruton asked the Board if they wanted the two fire fighters warrant articles placed back in the warrant. There would be a warrant article for one fire fighter and the other for two. There was no response from the Board.

TA Scruton prepared the warrant articles for DRA approval and reviewed them with the Board. These will be used at the public hearing. TA Scruton reiterated that the warrant does not include the warrant articles for the fire fighter positions.

MOTION: R. Winsor moved to approve the warrant articles as presented. Second – J. Rolston; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

TA Scruton verified that the warrant would move forward to public hearing without the fire fighter positions. R. Winsor stated it was too confusing to add them in now. A decision was made to add them to a budget line, it could not be done both ways.

### 3. Other Old Business

J. Rolston stated that the Mr. Fox container did not look like it was being used much. TA Scruton explained that one full container is emptied every Friday. One container has been working.

## V. NEW BUSINESS AND ADMINISTRATIVE

### 1. Approval - Storage Container: 368 Post Road

MOTION: J. Rolston moved to approve the storage container at 368 Post Road and the fee of \$120. The storage container may remain on the property until November 19, 2021. Second – J. Connelly; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – abstain, S. Smith - yes. Four in favor, one abstain (R. Winsor). MOTION CARRIED

### 2. PDA Seat

Dennis Malloy, State Representative for Greenland and Newington, played an instrumental role in assisting the Town get a seat on the PDA. TA Scruton thanked the many individuals who testified on Greenland's behalf at the hearings.

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Prior to April 30, 2021, Greenland and Newington's Board of Selectmen should jointly appoint a representative to serve on the Pease Development Authority. The seat had been shared by Newington and Portsmouth. In 2019, House Bill 243 allocated a shared seat for Greenland and Newington. TA Scruton has spoken to Martha Roy, Newington Town Administrator. Newington is recommending that the Greenland Board of Selectmen Chairman and Town Administrator meet with their Chairman and Town Administrator to discuss a selection process. House Bill 243 did not specifically detail the selection process. There is no residency required; however, towns should work together to mutually appoint their representative.

No action is needed at this time.

### 3. Martin Luther King, Jr. Day – Monday, January 18, 2021

MOTION: J. Rolston moved to change the Board of Selectmen meeting from Monday, January 18, 2021 to Tuesday, January 19, 2021. Payroll may be submitted Tuesday morning, January 19, 2021 and approved at the meeting. Second – R. Winsor; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

### 4. Other New Business

Budget Public Hearing, Deliberative Session: Both meetings will be held at Greenland Central School. The Town will be paying for sanitizing the MPR after its meetings. The Board of Selectmen agreed to pay to sanitize the building after the School Deliberative session.

The Budget Public Hearing will be on Tuesday, January 12, 2021, 6:30 p.m. at the School. The Town Deliberative Session will be held on Saturday, January 30, 2021 at 9:00 a.m., Greenland School. The School Deliberative Session will be held on Monday, February 01, 2021 at 6:00 p.m., Greenland School. Town Meeting is Tuesday, March 09, 2021; polls are open 8 a.m. to 7 p.m. at Greenland School. Residents may sign up for elected office between Wednesday, January 20, 2021 and Friday, January 29, 2021.

Resident Concerns: R. Winsor was recently contacted by a resident who had concerns about the Town Hall being closed. The resident suggested better information be included on the website when residents had questions "what do I do?" (example: how do I register my car). There was a brief discussion recommending the website be refreshed.

## VI. ACCOUNTS PAYABLE – THURSDAY, JANUARY 07, 2021

### 1. Payroll Manifest 21.01

MOTION: J. Connelly moved to approve the attached Payroll Manifest, pay date January 07, 2021, period of December 21, 2020 through and including January 03, 2021. Gross amount, excluding payroll liabilities: \$64,420.35. Second – R. Winsor; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

### 2. General Fund Manifest 21.01

MOTION: R. Hussey moved to approve the attached General Fund Manifest of Unpaid Bills Detail as of January 07, 2021 in the amount of \$620,264.12. This manifest includes a Greenland School District payment in the amount of \$350,000. Second – J. Rolston; roll call vote: J. Connelly - yes, R. Hussey – yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

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### 3. Capital Fund – Library Manifest 21.01

MOTION: J. Rolston moved to approve the attached Manifest of Unpaid Bills Detail as of January 07, 2021 in the amount of \$334,721.95. Funds are to come from the bond proceeds. Second – J. Rolston; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

### VII. ADJOURNMENT

MOTION: R. Winsor moved to adjourn at 7:55 p.m. Second – J. Rolston; roll call vote: J. Connelly - yes, R. Hussey - yes, J. Rolston - yes, R. Winsor – yes, S. Smith - yes. All in favor. MOTION CARRIED

### NEXT MEETING

Tuesday, January 19, 2021 – 6:30 p.m., Town Hall Conference Room & Zoom

Submitted By – Charlotte Hussey, Administrative Assistant

Approved: