



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

Monday, March 29, 2021 – 6:30 p.m. – Virtual via Zoom

Members Present: Jamie Connelly (Remote), Rick Hussey, Randy Bunnell, Steve Smith

Members Absent: Richard Winsor

Staff Present: Matthew Scruton - Town Administrator

Also Present: Jack Shephard – Building Inspector (Remote); Liz Cummings – Financial Director (Remote), Eric Weinrieb and Dennis Moulton – Altus Engineering (Remote)

Chair Smith opened the Board of Selectmen meeting at 6:30 p.m. It was announced a quorum was present and the meeting was being held virtually through Zoom and recorded by video. 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, R. Bunnell - present, S. Smith - present.

**I. PUBLIC HEARING**

**1. Acceptance of Donation – Greenland Veterans Association**

The Town has received a donation in the amount of \$500 from the Greenland Veterans Association. They regularly make donations to the Town to be used for the purchase of gift cards for gas and Market Basket. The City of Portsmouth handles welfare for Greenland. Cards will be given to the Welfare Director to be used for Greenland residents only.

MOTION: R. Bunnell moved to accept the donation from the Greenland Veterans Association in the amount of \$500 to be used for gift cards as requested. A thank you note will be written from the Town. Second – R. Hussey; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

**II. PUBLIC COMMENTS**

Eagle Scout Project: Michael O’Neil is doing an Eagle Scout project, a ‘Welcome to Greenland’ sign, and is in the process of raising funds. TA Scruton explained that M. O’Neil is working with Jack Shephard, Building Inspector, on the placement of the sign. J. Shephard joined the meeting via Zoom, stating the design was excellent. One sign will be located on Rt. 33 when entering Greenland from Stratham; the other sign will be located on Rt. 33 near Target/Lowe’s when entering Greenland from Portsmouth.

Dennis O’Neil, Michael’s father, joined the meeting via phone. Chair Smith commented that the Board had received the plan and the sign looked excellent. The Building Inspector had approved the sign and

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the sign permit has been received. D. O'Neil stated that Michael has reached out to several organizations in Town and \$3,000 has been raised to date through fund raising efforts. The project must be completed by mid-June. The Town will need to decide if 'Established' or 'Incorporated' should be on the sign and the date. An approval was needed from the Board of Selectmen for the sign manufacturing process to begin.

Donations for the project can be made directly to Michael O'Neil or Troop 164 noting 'Michael's Eagle Scout Project'. There is a VENMO account available to make donations to directly. As part of the project, a financial report of income and expenses must be filed with the Eagle Scouts.

Chair Smith stated he liked the sign as shown on the diagram with the wording 'Established in 1721'. The Board agreed that the sign was well done and looked 'fantastic'. J. Connelly noted it was an incredible project.

PDA Seat: An email from Frank Catapano, 7 Sofia Way, was received prior to the meeting regarding his recommendation for the PDA seat. A copy of the email is on file.

### III. APPROVAL OF MINUTES

#### 1. Monday, March 15, 2021

MOTION: R. Hussey moved to approve the minutes of Monday, March 15, 2021. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

### IV. OLD BUSINESS

#### 1. PDA Seat Application Update

The Board received copies of all applications submitted for the PDA seat. The initial deadline was Thursday, March 25, 2021. One application, from Susan B. Parker, was received prior to the deadline. TA Scruton noted the Board had the right to waive or extend the deadline date. Applications received after the deadline date: Richard Rugg, John Gilbert, Peter Bowman and Patrick Walsh.

The Newington Board of Selectmen were also meeting tonight. They were willing to wait to make their recommendation until Greenland selected their candidate. The process can be extended; TA Scruton reminded members that the seat starts April 30, 2021. There is no requirement that the seat be filled by that date; however, there would be no representation if not filled.

Once Greenland makes its recommendation, Newington may decide to interview that candidate; any Greenland Selectman is welcome to participate in that interview. Newington would like to be sure that the individual can fairly represent the interests of both towns. The seat established by the House Bill gave Greenland and Newington each a half seat. Both towns will have to agree on the candidate.

TA Scruton read an email from R. Winsor regarding the PDA seat (copy on file). R. Bunnell questioned if Greenland and Newington each voted on the candidate. TA Scruton noted that both towns needed to agree on the candidate. Newington had discussed the possibility of a sub-committee consisting of members from both Boards. The House Bill did not specify guidelines on selecting the candidate, simply that both towns must agree.

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R. Bunnell commended S. Parker for meeting the deadline; he did not see any harm in extending the application deadline for a couple of weeks. He was disappointed that there was not an influx of Greenland residents that care about holding the position in the PDA; it was nice to see a flurry at the end.

Chair Smith stated that as of this meeting he would like to end the application process, noting the flurry of activity but did not feel it should be continued for another two weeks. Chair Smith preferred to close the application deadline and asked the Board if they wanted to review the applications or move it forward to another meeting.

MOTION: R. Bunnell moved to extend the application deadline for two weeks. (TA Scruton asked for clarification of the motion: did he want to close the application process on the deadline date.)

AMENDED MOTION: R. Bunnell moved to extend the deadline for two weeks and close the application process at that time. Second – R. Hussey; roll call vote: J. Connelly - no, R. Hussey - yes, R. Bunnell - yes, S. Smith - no. Two in favor, two against (J. Connelly, S. Smith). MOTION FAILED

S. Smith noted that the seat had been advertised for at least a month. The deadline was the deadline and the reason it was established. R. Bunnell noted he was an active member of the community and had only heard about the position at the last Selectmen's meeting. He saw no harm in extending the deadline, adding there was no requirement for the seat to be filled by April 30, 2021. There was a discussion regarding the deadline date. R. Hussey stated he would like time to review the applications. Clarification: Applicants do not have to be residents of Greenland or Newington but must be a New Hampshire resident. In addition, the candidate cannot hold an elected office if they are appointed as the PDA representative.

MOTION: R. Bunnell moved to extend the deadline date to Thursday, April 08, 2021 and close the application process at that time. Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

Glenn Page, 269 Dearborn Road, questioned a deadline date for the application if it was open-ended. Chair Smith responded that when the application was originally done, they were trying to meet the time frame of April 30<sup>th</sup>. TA Scruton added the Selectmen were trying to have a candidate in place by April 30<sup>th</sup>, allowing both Boards to meet prior to that date with overlap if necessary. The deadline was included in the application as well as a statement allowing the Board to waive the deadline or any informalities.

### 2. ARM Grant: Bayside Road

Eric Weinrieb and Dennis Moulton, Altus Engineering, joined the meeting via Zoom. E. Weinrieb stated they were moving forward with the Bayside Road design: they have the wetlands mapping scheduled for this week. Following that they will be surveying the areas near the two culvert crossings. They are starting the wetlands permitting process which can be done exclusive of the surveying.

D. Moulton reviewed the ARM Grant. There are two stream crossings that are two Tier Two and fall within the purview of the grant. A preliminary application must be submitted to DES; it will be reviewed and a determination will be made if the project was likely to be funded. The next step is more detailed. The preliminary application deadline is May 28, 2021. The application will be reviewed by NHDES and the group that administers the grant. There are limited funds available and the amount awarded may

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be based on the number of applications received. D. Moulton's opinion was to move forward with the preliminary application.

E. Weinrieb noted that following the discussion last fall with DOT, they recognized the end of their actual jurisdiction. They will be paving a small section of Bayside Road in 2021 and it should not have any bearing on the project.

Chair Smith recommended starting the ARM Grant process. E. Weinrieb stated it could be concurrent with their other work. Responding to a question from J. Connelly, Chair Smith clarified that Altus Engineering would prepare the application.

MOTION: Chair Smith moved to go forward with the ARM Grant application. Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

E. Weinrieb updated the Board that they would be starting the Town-wide road survey shortly. TA Scruton noted that Bayside Road would be a two-year project if the ARM Grant were pursued and received.

### 3. Opening Town Hall to Public Access

TA Scruton thanked the Board on behalf of the Town Hall staff for helping ensure their protection, as well as the general public, during the COVID pandemic. The Board, at some point, may want to consider opening the Town Hall to public access. TA Scruton has spoken to Dennis Cote, Health Officer and Emergency Management Director; he will support re-opening at any point provided CDC guidelines are followed. TA Scruton stated re-opening may mean limiting the number of people in the hall. Re-opening would create more efficiency for the staff and improve customer service.

R. Bunnell questioned if the staff was comfortable with re-opening. Chair Smith noted most of the staff had received at least one vaccination and would be getting the second shortly. The consensus of the staff was that opening could be done in a limited capacity following CDC guidelines. R. Bunnell's concern was exposure to the staff. Chair Smith stated the Town Hall is disinfected on a regular basis with a small sprayer. R. Bunnell noted that the CDC announced cases were increasing because things were opening too fast. Several staff members, remotely and in person, suggested postponing re-opening until after the second vaccination. J. Connelly recommended looking into the time frame of effectiveness after the second shot.

TA Scruton noted there may be some staff who opt not to get the shot. Chair Smith suggested the Board table the re-opening of Town Hall until the next meeting.

MOTION: S. Smith moved to table further discussion about re-opening Town Hall until the meeting on Monday, April 12, 2021. Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

Chair Smith was not opposed to re-opening at the end of the month. R. Bunnell asked if the Board had a position about those who did not want to be vaccinated. The School is required to follow the New Hampshire regulations requiring vaccinations for those entering the School area. The School has a policy that addresses people who are not vaccinated; they have the choice of not letting them in the building. R. Bunnell asked if the Board was going to take a position on people who choose not to vaccinate and if

they would be allowed into the workplace. Chair Smith was unsure of the legality because the Town Hall was a public building; TA Scruton will research it further.

4. Lafayette Historic Trail Marker Dedication

TA Scruton announced that the Town has been approved to receive the Lafayette marker. There is a tentative date of Monday, May 03, 2021 at 10:00 a.m. for the dedication of the marker; the public is invited. Governor Sununu may attend the dedication depending on his schedule; TA Scruton noted that other marker dedications are taking place in the State that week. The marker is expected to arrive at the Town Hall by the end of April.

5. Other Old Business

There was no 'Other Old Business' to discuss.

V. NEW BUSINESS AND ADMINISTRATIVE
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1. Acceptance of Seavey Way as Town Road

Dennis Moulton, Altus Engineering, updated the Board on Seavey Way. All work has been reviewed and the developer has addressed concerns from Altus Engineering. The easement deed has been received and reviewed by the Planning Board Consultant, the Planning Board Attorney, and the attorney for Chinburg Builders; all parties have approved the easement language. Altus Engineering was satisfied that the construction was complete. The bond of \$49,818 as recommended by Altus Engineering is in place.

MOTION: R. Hussey moved to accept Seavey Way as a Town Road. The maintenance bond of \$49,818 has been received and will expire March 2023. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

2. All Veterans Credit

The assessor has approved the All-Veterans Tax Credit for the resident at 11 Henderson Way in the amount of \$750 for 2021.

MOTION: J. Connelly moved to approve the All-Veterans Tax Credit for the resident at 11 Henderson Way in the amount of \$750 for 2021. Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

3. Other New Business

The Board received an updated road project map from the State of New Hampshire for the coming year. Chair Smith noted that Ocean Road would be paved from the Portsmouth end to Rt. 33; a time frame has not been announced.

VI. ACCOUNTS PAYABLE – THURSDAY, APRIL 01, 2021

1. Payroll Manifest 21-07

MOTION: R. Hussey moved to approve Payroll Manifest 21-07, pay date April 01, 2021. Gross amount, excluding payroll liabilities: \$65,108.61. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

2. General Fund Manifest 21-07

MOTION: R. Hussey moved to approve General Fund Manifest 21-07 of Unpaid Bills Detail as of April 01, 2021 in the amount of \$459,187.42. This manifest includes a Greenland School District payment in the amount of \$235,000 and \$96,415 to the Weeks Library for their 2021 budget. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

3. 300<sup>th</sup> Anniversary Fund – Manifest 21-06

MOTION: R. Hussey moved to approve the 300<sup>th</sup> Anniversary Fund Manifest 21-06 of Unpaid Bills Detail as of April 01, 2021 in the amount of \$400. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

VII. ADJOURNMENT

MOTION: R. Bunnell moved to adjourn at 7:37 p.m. Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

NEXT MEETING

Monday, April 12, 2021 – 6:30 p.m., Town Hall Conference Room & Zoom

Submitted By – Charlotte Hussey, Administrative Assistant

Approved: