



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, April 12, 2021 – 6:30 p.m. – Virtual via Zoom
5:45 p.m. - Work Session

Members Present: Jamie Connelly, Rick Hussey, Randy Bunnell, Steve Smith, Richard Winsor
Staff Present: Matthew Scruton - Town Administrator
Also Present: Chief Ralph Cresta – Fire Department (in person), Marge Morgan – Town Clerk (Remote), Jack Shephard – Building Inspector (Remote)

I. 5:45 p.m. – WORK SESSION

1. Review and Discussion: PDA Seat Applications

Chair Smith opened the Board of Selectmen work session at 5:45 p.m. The purpose of the work session was to review the applications and submissions for the Greenland and Newington shared PDA seat. Chair Smith opened the work session to Board discussion.

R. Winsor: Ms. Parker has qualifications that are hard to overlook. She stood out as the candidate that he would support. R. Winsor expressed his appreciation to all the candidates for showing an interest and applying. Ms. Parker's experience with the different sectors of government could help the Town in that seat.

TA Scruton updated the Board on an earlier conversation with the Newington Board of Selectmen Chairman. Newington would like to do a review every three years to ensure both towns are happy with the representation from the appointed individual.

J. Connelly: Thanked those individuals who submitted their applications, noting it was not a paid position. He agreed with R. Winsor that S. Parker's depth and breadth of the inner workings on getting things accomplished put her above the pack.

R. Bunnell: Asked the Board what their goals and expectations were for the position. R. Winsor responded to have representation on the PDA. There have been real challenges over the years with development and the PDA. Not having a voice has led to significant concerns about traffic congestion on Rt. 33 and the use of infrastructure. Greenland has not had the ability to use connectivity or other means to make improvements along Rt. 33 or have a voice. Greenland has been largely and forcefully omitted from any discussions. With the help of Dennis Malloy, the Town was able to get half a seat on the PDA; Greenland will now have a voice. R. Winsor's goal was to appoint a candidate who has the best interest of the Town.

S. Smith: Three of the biggest concerns for the Town are the traffic on Rt. 33 being a choke point going into Pease, future housing in this area, and future growth of the Town. The PDA seat would not resolve

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all those concerns; it would help to have an individual in that seat with the interests of the Town in mind.

J. Connelly: Regional impact has always been a concern. He commended D. Malloy for the amount of work he put into getting the seat. He has driven the point home, especially on the legislative side. J. Connelly suggested appointing S. Parker and D. Malloy; they both bring political prowess to the seat.

R. Hussey: Stated he was impressed by quite a few of the applicants. He hoped the individual who was appointed looked at the impact. People were concerned with widening Rt. 33 and it becoming a four-lane highway. R. Winsor responded that an individual with a strong voice who could drive the decisions was needed. The individual needed to be powerful enough to get things done.

R. Bunnell: There were seven directors and that position would be minor. Personally, he preferred someone with good communication. In discussions with Newington, there were concerns with the environment. They wanted to do nature conservation as well. The candidate needed to understand the Greenland community. R. Bunnell did not want to discount all the candidates who applied for the position.

Chair Smith opened the work session to public comments. Vaughan Morgan, 16 Holly Lane, joined the meeting remotely. V. Morgan was instrumental in establishing the PDA seat. He recommended S. Parker (statement on file). Dennis Malloy, 10 Van Etten Drive and NH State Representative, joined the meeting remotely. He thanked the Board for their kind words and V. Morgan on his work. When writing the legislation for the PDA seat, it was purposely left to the towns to make the decision on the best candidate to fill the seat. He declined the nomination to fill the seat; candidates holding an elected office could not be appointed. Chair Smith noted that emails were received from Glen Page and Frank Catapano endorsing S. Parker (copies on file). Frank Catapano, 7 Sofia Way, noted that Lonza was projected to add between 1,000 and 1,200 employees over the next couple of years.

MOTION: R. Winsor moved to recommend Susan Parker to the Newington Board of Selectmen for the newly created Greenland/Newington PDA seat established by HB243 in the 2019 NH House Legislative Session. It is understood that both towns will need to agree on the appointment. If Newington agrees with this recommendation and the individual is qualified to serve under NH RSA 12-G:4, Susan Parker shall be appointed to this seat without further discussion or vote. Second – J. Connelly; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell - no, S. Smith - yes. Four in favor, one against (R. Bunnell). MOTION CARRIED

TA Scruton noted that the Greenland Board of Selectmen would be meeting with the Newington Board of Selectmen and Town Administrator at 6:30 p.m.

MOTION: S. Smith moved to recess until 6:30 p.m. Second – R. Winsor; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

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. Winsor – present, R. Bunnell - present, S. Smith - present.

II. 6:30 p.m. - APPOINTMENTS

1. Town of Newington (Zoom): PDA Seat Applications

The Town of Newington Board of Selectmen and Town Administrator Martha Roy joined the meeting via Zoom. Chair Smith stated that the Town of Greenland was recommending Susan B. Parker for the PDA seat. Ted Connors, Newington Board of Selectmen Chairman, requested an interview with S. Parker before a joint announcement was made. T. Connors further suggested that both boards meet every three years to evaluate if the needs of both towns are being met.

Chair Smith reviewed for those joining the meeting that the Greenland and Newington Boards of Selectmen had met via Zoom to discuss the PDA seat. The Greenland Board of Selectmen recommended Susan B. Parker to the Newington Board of Selectmen. They will take Greenland's recommendation under advisement; a joint announcement will be made by both towns within the coming days.

2. Fire Department Equipment: Chief Cresta

Chief Cresta joined the meeting in person, explaining that last year the Fire Department had a problem on a call with the Zoll Monitor and AutoPulse currently being used in the ambulance. It was sent out for repair and nothing could be found. Since that time, there have been other problems with the AutoPulse. Personnel are not trusting the machine.

Chief Cresta presented the Board with the bid from Lucas (also known as Stryker), which was a State bid. Chief Cresta was looking at the new Lucas Monitor and AutoPulse. The cost to replace the two pieces of equipment with the Stryker will be \$39,832.57. Three payments can be made with no interest (\$13,277.52 each). The maintenance agreement for the first year is included; the maintenance agreement is \$10,893.63 annually. The maintenance agreement covers maintenance, batteries, etc. Pads, straps, etc. are not covered. Chair Smith added that the equipment needed to be updated and upgraded regularly, and there is a three-to-five year life span.

Chair Smith pointed out that there is a Town Equipment CRF with a balance of \$77,979. Funding cannot be taken from the Fire and Ambulance CRF because it was not voted on at Town Meeting. This should qualify as Town equipment; however, it needs to be identified through the Capital Improvement Fund as fire equipment or gear. It would not impact the operating budget if funds were taken from a CRF; the maintenance agreement cannot be taken from a CRF. TA Scruton recommended using funds from the Salt line of the operating budget; that line is underspent. R. Winsor suggested Chief Cresta contact Lucas regarding pricing if payment was made in full including the maintenance agreement.

Responding to a question from R. Bunnell, Chief Cresta stated that personnel have been certified on the equipment. The company will provide training. Chief Cresta was unaware of any grants. J. Connelly questioned if it would qualify for a COVID grant.

TA Scruton will have the amount spent on salt from October 2020 through December 2020 for the next meeting.

MOTION: R. Winsor moved to authorize up to \$39,832.57 for the purchase of a Stryker Defibrillator LIFEPAK 15 and the Lucas ProCare; \$15,000 to come from the operating budget and \$24,832.57 to come from the Town Equipment CRF with the proper authorizations and approvals from the Planning Board,

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the CIP Program and Trustees of Trust Funds. Second – R. Bunnell; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell – yes, S. Smith – yes. All in favor. MOTION CARRIED

III. PUBLIC COMMENTS

Alice Passer, Greenland resident, commented on the PDA seat recommendation by the Board of Selectmen.

Chair Smith noted that tonight was the anniversary of Chief Michael Maloney's passing. On the 9th anniversary of Chief Maloney's passing, Chair Smith remembered the Chief and the four other officers injured that night. The Board observed a moment of silence.

IV. APPROVAL OF MINUTES

1. Monday, March 29, 2021

MOTION: R. Hussey moved to approve the minutes of Monday, March 29, 2021. Second – J. Connelly; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – abstain, R. Bunnell – yes, S. Smith – yes. Four in favor, one abstained (R. Winsor). MOTION CARRIED

V. OLD BUSINESS

1. Opening Town Hall to Public Access

Dennis Cote, Health Officer, provided the Board with comments regarding opening Town Hall to public access (copy on file). He noted in his email that two to three weeks after the second shot, it would be more effective. TA Scruton informed the Board that the Town Hall staff electing to be vaccinated would have their second shot by May 01, 2021; they have indicated they are comfortable re-opening providing precautions are put in place (sanitizing, requiring masks and social distancing). TA Scruton continued that it would be more efficient to open the Town Hall starting Monday, May 03, 2021.

R. Hussey stated that some town halls are still closed or open by appointment. He suggested opening the Town Hall, limiting the number of people accessing the building at one time. Chair Smith agreed that should be part of the re-opening plan. He felt it was a manageable situation at this point following CDC guidelines. R. Winsor stated there may be a group of citizens who might be uncomfortable coming into the Town Hall. The service level that has been provided during the pandemic should be continued for those residents. R. Winsor requested information be included on the website, giving very clear options available to residents.

MOTION: R. Winsor moved to open the Town Hall to public access on Monday, May 03, 2021. CDC guidelines will be in place and available options to residents will be on the website. Second – R. Bunnell; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell – yes, S. Smith – yes. All in favor. MOTION CARRIED

2. Other Old Business

There was no 'Other Old Business' to discuss.

VI. NEW BUSINESS AND ADMINISTRATIVE

1. Veterans Credit and Elderly Exemption

The assessor has approved the resident at 6 Witham Farm Road for the Veterans Credit in the amount of \$750 and denied the resident the Elderly Exemption (he does not qualify).

SUGGESTED MOTION: R. Winsor moved to approve the Veterans Tax Credit for the resident at 6 Witham Farm Road in the amount of \$750 for 2021. The resident does not qualify for the Elderly Exemption and, therefore, the Elderly Exemption is denied. Second – R. Hussey; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

2. Solar Exemption

The assessor has approved the Solar Exemption for the resident at 2 Hickory Lane for 2021. TA Scruton explained if the solar panels increase the property value, the exemption reduces the assessed value by that amount. This is basically a wash and is an exemption the State allows to encourage renewable energy.

SUGGESTED MOTION: R. Winsor moved to approve the Solar Exemption for the resident at 2 Hickory Lane for 2021. Second – R. Hussey; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

3. Veterans Credit

The assessor has approved the Veterans Credit for the resident at 18 Shore Drive in the amount of \$750 for 2021.

MOTION: J. Connelly moved to approve the Veterans Credit for the resident at 18 Shore Drive in the amount of \$750 for 2021. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

4. Deputy Town Treasurer Vacancy

Tracey Westlake, Deputy Town Treasurer, has resigned from that position. The Town Clerk has been notified. T. Westlake will continue working as the Assistant Finance Director, job sharing with the Finance Director. It could have been a conflict of interest to serve as Deputy Town Treasurer while working as the Assistant Finance Director.

The opening was posted on the Town website and Facebook page, as well as the sign. This is a part-time stipend position. One application has been received: Jim Rolston, former Treasurer and Selectman. Sharon Hussey-McLaughlin, Treasurer, has indicated he would do a good job.

MOTION: S. Smith moved to appoint Jim Rolston as Deputy Town Treasurer. Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

5. Other New Business

Non-Profit Status: TA Scruton noted for the listening public that any non-profits in Town must file A-9 and A-12 forms prior to April 15, 2021 to maintain a tax-exempt status on the property.

Eagle Scout Project: J. Connelly inquired about the progress of the Eagle Scout project. TA Scruton responded that VENMO information has not been received; it will be posted on the Town Facebook page when available. The Historical Society looked at the design and approved using 'Established in 1721' on the sign.

General Lafayette Tour Sign: TA Scruton noted the sign for General Lafayette's tour has been received. The Historical Society did a great job with the wording. It will be set on Church Lane once approval has been received from the State. There will be a grand unveiling on Monday, May 03, 2021 at 10 a.m. at the gazebo on Church Lane. The Governor has also been invited.

Vehicle Registration Program: J. Connelly questioned how susceptible the Town's vehicle registration program was to a malware issue similar to Massachusetts and if any safeguards were in place. Marge Morgan, Town Clerk, joined the meeting via Zoom and responded that security within the State's systems is constantly being updated. To her knowledge there were no problems in that area.

Bayside Road RFP: R. Winsor requested that the bid process on Bayside Road be started. TA Scruton will contact Altus Engineering for a timeline and target date. R. Winsor would like to review an RFP at the meeting on Monday, April 26, 2021.

Library Update: Chair Smith stated that Jack Shephard, Building Inspector/Code Enforcement Officer, was working on issuing a temporary Occupancy Permit to the Library. Contractors were moving items from one section to another. TA Scruton noted the Library Trustees would be holding a meeting on Thursday, April 22, 2021 to accept donations.

J. Shephard joined the meeting via Zoom with a Library update. J. Shephard and Beverly Kowalik, Code Specialist, conducted a fire alarm/alarm system inspection on Friday, April 16, 2021. They are waiting for an update on a parallel line to the Fire Station and Rockingham County. A full inspection was also done on the sprinkler system, which is up and running. J. Shephard felt the Library would not be ready to open until September. The addition is between 85% and 90% complete. J. Shephard will be joining the State on Friday, April 16, 2021 for the elevator inspection.

VII. ACCOUNTS PAYABLE – THURSDAY, APRIL 15, 2021

1. Ambulance Special Revenue Manifest 21-01

MOTION: R. Winsor moved to approve the Ambulance Special Revenue Manifest 21-01 of Unpaid Bills Detail as of April 15, 2021 in the amount of \$4,500. Second – R. Bunnell; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

2. Capital Fund – Library Manifest 21-04

MOTION: J. Connelly moved to approve the Capital Fund – Library Manifest 21-04 of Unpaid Bills Detail as of April 15, 2021 in the amount of \$44,293.02. Funds are to come from the Capital Reserve Fund.

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Second – R. Hussey; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

3. Payroll Manifest 21-08

MOTION: R. Hussey moved to approve Payroll Manifest 21-08, pay date April 15, 2021. Gross amount, excluding payroll liabilities: \$65,185.95. Second – J. Connelly; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

4. General Fund Manifest 21-08

MOTION: R. Bunnell moved to approve General Fund Manifest 21-08 of Unpaid Bills Detail as of April 15, 2021 in the amount of \$539,855.44. This manifest includes a Greenland School District payment in the amount of \$180,000 and funding for Town warrant articles. Second – R. Winsor; roll call vote: J. Connelly - yes, R. Hussey – yes, R. Winsor – yes, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

R. Bunnell asked to be notified when manifests are ready. He would like to have enough time to review them before the meeting.

VIII.ADJOURNMENT

MOTION: R. Winsor moved to adjourn at 7:30 p.m. Second – J. Connelly; roll call vote: J. Connelly - yes, R. Hussey - yes, R. Winsor, R. Bunnell - yes, S. Smith - yes. All in favor. MOTION CARRIED

NEXT MEETING

Monday, April 26, 2021 – 6:30 p.m., Town Hall Conference Room & Zoom

Submitted By – Charlotte Hussey, Administrative Assistant

Approved: