



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Tuesday, July 06, 2021 – 6:30 p.m. – Virtual via Zoom

Members Present: Jamie Connelly, Rick Hussey, Steve Smith, Richard Winsor

Late Arrival: Randy Bunnell

Staff Present: Matthew Scruton - Town Administrator

Also Present: Marcia McLaughlin - Library Trustees Chairperson, Jack Shephard – Building Inspector (Remote), Chief Tara Laurent – Police Department (Remote), Chief Ralph Cresta – Fire Department

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

I. PUBLIC COMMENTS

There were no public comments.

II. APPROVAL OF MINUTES

1. Monday, June 21, 2021

S. Smith corrected the spelling of his brother's name to 'Allen'.

MOTION: R. Hussey moved to approve the minutes of Monday, June 21, 2021, as amended. Second – J. Connelly; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – abstain, S. Smith – yes. Three in favor, one abstained (R. Winsor). MOTION CARRIED

III. OLD BUSINESS

1. Bayside Road Update

TA Scruton updated the Board that Altus Engineering had advertised and will be compiling the results of the sealed bids. The deadline is 3:00 p.m. on Thursday, July 22, 2021. There will be a non-mandatory pre-bid meeting on Thursday, July 08, 2021, on site. J. Connelly voiced a concern about the timeline and the Board not meeting until Monday, August 09, 2021. TA Scruton stated that a special Board meeting could be called after the bids were compiled. He noted that the contract documents require the work to be completed by November 15, 2021. A Board meeting prior to the August meeting would give a jump start to the project.

DRAFT: SUBJECT TO CHANGE

2. Door for Can Crusher Shed: Transfer Station

TA Scruton received several bids for the door for the can crusher shed at the Transfer Station. The door had been discussed a year ago. Costs have increased since that time. The Independent Overhead Door bid was the lowest at \$3,447.62 and includes weather stripping and installation. The roll-up door would be a chain hoist type. It will lock to keep people out when the Transfer Station is closed. TA Scruton noted that the 22-gauge steel would be thicker than the other quotes (one quote used 24-gauge steel).

TA Scruton stated the Board would not be limited to using a roll-up door. Other options could be explored, example: a wooden barn door style. TA Scruton suggested contacting Vaughan Morgan who has done work at the Transfer Station.

R. Winsor suggested tabling further discussion due to the cost. Due the 'heat' in the construction trades this year, waiting a year may see a price decrease.

MOTION: R. Winsor moved to table further discussion of the door for the can crusher shed at the Transfer Station. Second – J. Connelly; no vote was taken: there was a consensus of the Board.

TA Scruton agreed that tabling further discussion should not be a problem; there have not been any incidents with the can crusher.

3. Eagle Scout Project Update

Michael O'Neil has completed and installed the 'Welcome to Greenland' signs. One sign is located by Target/Lowe's, the other on Rt. 33 near Liberty Lane. M. O'Neil did a nice job, and they look great with the granite.

Dennis and Michael O'Neil joined the meeting by phone. M. O'Neil updated the Board that the project was completed last weekend. The Board thanked M. O'Neil for all his hard work.

TA Scruton stated that the O'Neil's would like to have a sign dedication ceremony. There is also some brush by the Liberty Lane sign that hinders the view. TA Scruton will look into having the brush cut back. R. Winsor requested the logistics be looked into for having a sign dedication at the Target/Lowe's location. S. Smith told M. O'Neil the Board would look into having a picture dedication of the signs. TA Scruton will contact the O'Neil's with a date and time. D. O'Neil thanked the Board for their support.

R. Winsor recommended a conference call telephone be purchased for the meeting room.

MOTION: R. Hussey moved that the Town Administrator, on behalf of the Board of Selectmen and Town, write a letter to Michael O'Neil for a job well done on the 'Welcome to Greenland' signs. Second – R. Winsor; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor.
MOTION CARRIED

4. Other Old Business

There was no Other Old Business.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. E-911 Address Change

Chief Laurent joined the meeting by phone. She gave a brief background of the renaming of Osprey Cove in February 2018. The Board at the time opted not to renumber. Chief Laurent explained a new house had been built on Osprey Cove; there was no number in sequence available to assign. E-911, for standardization purposes, does not allow letters following numbers. After speaking with Greenland's E-911 representative, there were only two ways to do an address change: renumber all of Osprey Cove (this can be done under RSA 231) or name the private drive (this can be done by the property owner or Board of Selectmen following the standardization rules). The advantage to naming the private drive is that the street would not have to be renumbered. It was Chief Laurent's understanding that the lot could be subdivided in the future.

There was a brief discussion about how many more houses could be built on the property. R. Winsor did not want to see another house built and the Board have to discuss the issue again. S. Smith noted the railroad tracks ran through a portion of the property. Chief Laurent explained that there could not be a name assigned that was similar to any other road in Town. R. Hussey stated that a road with a similar name in a neighboring town would not be allowed; Chief Laurent agreed.

In response to a question from J. Connelly, S. Smith stated the Board could assign a name. Members did not want to inconvenience residents on Osprey Cove by renumbering the road. TA Scruton noted that the Homeowners Association has expressed their objection to renumbering Osprey Cove. Many residents have granite posts with their numbers on them; it would be an inconvenience and cost to them.

MOTION: R. Winsor moved to name the drive as a private way. The property owner needs to submit three names to the Board of Selectmen for approval by the next meeting on Monday, July 19, 2021. Second – J. Connelly; J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor. MOTION CARRIED

2. Conservation Commission Appointment

MOTION: R. Winsor moved to reappoint Bill Bilodeau to the Conservation Commission, term to expire March 2024. Second – R. Hussey; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor. MOTION CARRIED

3. Building Department Fees

Increasing building permit fees was discussed. Jack Shephard, Building Inspector, joined the meeting by phone. J. Shephard researched permit fees within the immediate surrounding towns. Greenland's permit fees are the lowest and the furthest behind in the area. Fees have not been updated since 2013.

J. Shephard explained the difference between a porch and a deck: a porch has a roof. J. Connelly noted there was a 12.5% increase in a porch permit vs. a deck at 37.5%. J. Shephard explained a roof on a porch would not require the subsurface of a deck. A deck would be built to add a roof structure-wise. A deck requires more inspections than a porch.

DRAFT: SUBJECT TO CHANGE

MOTION: R. Hussey moved to forward the Building Department fees to public hearing at the meeting on Monday, July 19, 2021. Second – R. Winsor; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor. MOTION CARRIED

The Board will decide the effective date at the meeting on July 19, 2021.

4. PA-28 Inventory

The PA-28 Inventory of Taxable Property is normally done prior to a revaluation of the Town. The next revaluation is due in 2023. TA Scruton recommended the PA-28 Inventory not be done until 2022. The PA-28 is sent to property owners in Town to be completed and returned to the Town Hall.

MOTION: R. Winsor moved to not use the PA-28 Inventory of Taxable Property this year. Second – J. Connelly; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor. MOTION CARRIED

TA Scruton noted if the PA-28 were done this year, it would be out of date next year with the current market.

5. Other New Business

Building Permit Refund: A pool permit had been pulled by a resident in March 2021. The spouse has passed away and the pool will not be installed. The resident would like a refund of the permit fee. S. Smith noted the Building Codes do not allow for refunds on permits.

R. Winsor was concerned about setting a precedent even though this was a special exception. S. Smith stated it was a special exception and the Board had control. R. Winsor noted he had no problem with this exception. Once a permit is pulled, there is no refund issued.

MOTION: J. Connelly moved to refund the building permit fee in the amount of \$200 to the resident at 11 September Drive. Second – R. Winsor; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor. MOTION CARRIED

Weeks Library: Marcia McLaughlin, Weeks Library Trustee Chairperson, updated the Board that Denise Grimse, Library Director, retired at the end of June. Shirley Barron, Greenland resident, will be the interim Director until a Director has been hired.

V. APPOINTMENTS

1. Fire Department: Hiring of Personnel – Chief Ralph Cresta

Chief Cresta addressed the Board. He was ready to hire the first of two Fire Department personnel. Background checks and medical evaluations have been done. Chief Cresta gave a brief background on Tim LaBonte, the perspective new hire. He will be a Lieutenant on the Fire Department. There will be a second hire; the Police Department has the background check and medical needs to be completed.

MOTION: R. Winsor moved to grant Chief Cresta the authority to hire the new Fire Department personnel pending appropriate background checks. Second – R. Hussey; roll call vote: J. Connelly – yes, R. Hussey – yes, R. Winsor – yes, S. Smith – yes. All in favor. MOTION CARRIED

DRAFT: SUBJECT TO CHANGE

R. Bunnell arrived at the meeting.

2. Fire Department: Holding Tanks – Chief Ralph Cresta

To be in compliance with the MS-4, something needs to be done with the floor drains in the Fire Department. Two holding tanks are needed: one for floor drains and another for the washer, which has not been used in 20 years. Eric Weinrieb, Altus Engineering, has been contacted about the design; the cost will be \$1,500. Chief Cresta recommended the tanks be located on the grass outside the main Fire Department door. The recommended tank size is 3,000 gallons each. Tanks will have a gauge. The toxins from the fire gear must go into a separate tank.

TA Scruton will research if the cost of the tanks could be covered through the ARPA funds. There is a possibility that stormwater would be covered.

MOTION: R. Winsor moved to have Altus Engineering design the holding tanks, the cost to be \$1,500. 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

TA Scruton will contact Altus Engineering about moving forward with the design.

VI. ACCOUNTS PAYABLE – THURSDAY, JULY 08, 2021

TA Scruton noted that in the FYI section of the packet there was an expenditure to be approved by the Board. The invoice was from NHDES for clean-up of an oil spill that occurred on conservation land behind the Weeks Brick House in March 2020. The Board is sensitive about conservation land and its liability when the Town is named as the holder of the easement. He pointed out that this was an example of the Town being held liable for land the Town does not own. The Town holds the conservation easement on the Brick House property. The Weeks Brick House is a non-profit and contacted the Town to indicate they do not have the funds to pay for the clean-up and it is not covered by their insurance. This is not covered by the Town's insurance. TA Scruton has requested the State waive the fee and was declined. The Town is responsible for the cost of \$5,877. The police did look into it but could not hold anyone accountable. The vehicle was stuck and needed assistance in getting out. The person assisting them was unable to identify the individual or vehicle. TA Scruton noted there was a difference in the Town holding an easement and a non-profit holding the easement; the non-profit would be responsible.

1. Payroll Manifest 21-14

MOTION: R. Bunnell moved to approve the Payroll Manifest, pay date July 08, 2021. Gross amount, excluding payroll liabilities: \$65,176.77. 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

2. General Fund Manifest 21-14

MOTION: R. Hussey moved to approve the General Fund Manifest of Unpaid Bills Detail as of July 08, 2021, in the amount of \$1,233,298.20. This manifest includes a Greenland School District payment in the amount of \$1,000,000 and a Weeks Library payment in the amount of \$89,888. 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

DRAFT: SUBJECT TO CHANGE

3. Capital Fund – Library Manifest 21-07

MOTION: J. Connelly moved to approve the Capital Fund – Library Manifest of Unpaid Bills Detail as of July 08, 2021, in the amount of \$10,093.57. Funds are to come from Warrant Article 16 approved by the Town in March 2021. 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

4. 300th Anniversary Fund – Manifest 21-08

MOTION: R. Winsor moved to approve the 300th Anniversary Fund Manifest of Unpaid Bills Detail as of July 08, 2021, in the amount of \$1,424.22. 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

VII. ADJOURNMENT

MOTION: R. Winsor moved to adjourn at 7:21 p.m. 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

NEXT MEETING

Monday, July 19, 2021 – 6:30 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant

Approved: