



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, August 02, 2021 – 6:30 p.m. – Virtual via Zoom

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

Staff Present: Matthew Scruton - Town Administrator

Also Present: Marge Morgan – Town Clerk, Tax Collector, Chief Tara Laurent – Police Department (Phone), Chief Ralph Cresta – Fire Department, Jim Rolston – 300th Anniversary Committee Chairman

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: R. Bunnell – present, J. Connelly – present, R. Hussey – present, R. Winsor – present, S. Smith - present.

I. APPOINTMENT

1. Deeding of Property: Marge Morgan, Town Clerk/Tax Collector

Marge Morgan, Town Clerk/Tax Collector, addressed the Board regarding deeding the property of a resident. She gave a brief background on the resident's situation. The Town cannot help the resident for another year because she is not 65 years old. When she turns 65, the Town can put a lien on the property. The resident is making an effort to pay her taxes, bringing M. Morgan a small payment whenever possible. M. Morgan told the Selectmen they could waive the deed until next year. Tax owed on the property is \$23,368 since 2018. This is the first time the resident has been unable to pay the property tax. M. Morgan explained the process for deeding property.

MOTION: R. Winsor moved to grant a one-year waiver for the deeding of property at Map U1, Lot 16. Second – R. Hussey; all in favor. MOTION CARRIED

2. 300th Anniversary Committee Request: Jim Rolston, Chairman

TA Scruton explained that Jim Rolston, 300th Anniversary Committee Chairman, requested the Board allow the 300th Anniversary Committee to spend up to an additional \$6,000 from the Town Events and Promotions CRF that was approved at Town Meeting in March. The initial amount approved was \$10,000; \$3,500 was previously authorized to be spent by the Anniversary Committee. That will leave approximately \$500 in the fund as a cushion. The Anniversary Committee will spend the money as needed; they have encountered expenses that need to be paid prior to September.

J. Rolston added they were not planning on spending all the funds and closing out the CRF. Funds will be used to pay any bills; there not any large expenses expected. The Anniversary Committee wants to pay their bills promptly.

DRAFT: SUBJECT TO CHANGE

MOTION: R. Winsor moved to authorize the 300th Anniversary Committee to spend up to an additional \$6,000 from the Town Events and Promotions CRF, in addition to the previously approved \$3,500, for a total spending authorization of up to \$9,500 from the CRF. Second – R. Bunnell; all in favor. MOTION CARRIED

S. Smith announced that the 300th Anniversary Committee is looking for volunteers. If interested, please contact Jim Rolston, Committee Chairperson. Check social media and the Town website for a list of activities. J. Rolston noted that there will be a mailing sent to residents listing the events. Some businesses are being solicited to be co-sponsors. TA Scruton will confirm the Town's insurance coverage with Primex.

II. PUBLIC HEARING

1. Acceptance of Donation: National Night Out - Police Department

Chief Laurent stated that they have received another generous donation for National Night Out. The Police Department received a \$1,000 donation from Dr. John Chiou. The Police Department will be sending out a thank you note.

MOTION: R. Bunnell moved to accept the donation from Dr. Chiou in the amount of \$1,000 for National Night Out on Tuesday, August 03, 2021. Second – R. Winsor; all in favor. MOTION CARRIED

TA Scruton announced that National Night Out will be held on Tuesday, August 03, 2021, from 5:00 p.m. to 7:30 p.m. in the Town Hall/Fire Department area. There will be food, music, games and 300th Anniversary T-Shirt sales.

III. PUBLIC COMMENTS

There were no public comments.

IV. APPROVAL OF MINUTES

1. Monday, July 19, 2021

MOTION: R. Winsor moved to approve the minutes of Monday, July 19, 2021. Second – R. Bunnell; four in favor, one abstained (J. Connelly). MOTION CARRIED

V. OLD BUSINESS

1. Capital Improvement Plan & Town Facilities Update

TA Scruton and Chair Smith recently met with Chief Laurent, Chief Cresta and Emergency Management Director Dennis Cote to discuss what could be considered for a Town complex. There is approximately \$150,000 in the Fire Station CRF. The Board was given a list of options that were discussed; Chief Cresta will follow up with a local builder for ballpark cost estimates for each of the different options. The Planning Board will be meeting on Thursday, August 05, 2021, to review the CIP. The Board of Selectmen is interested in a joint meeting with the Planning Board.

DRAFT: SUBJECT TO CHANGE

TA Scruton reviewed the different options with the Board (copy on file). R. Winsor stated that if two of the services could be co-located there could be a savings on the utilities, example: either Town Hall and Fire Department or Police and Fire. Chief Cresta stated that in 2017, the price of a new Fire Station was \$1.9 million turnkey; today's price would be \$4.3 million. Chief Cresta will ask John Ricci to look at the options; he did the Fire Department specs 'out of the goodness of his heart'. R. Winsor suggested waiting six months before looking at estimates.

Chief Laurent stated that citizens may question if the Town had looked at every option. Did the Town look at using the current building? Did the Town look at everything? The group looked at every option for ballpark ideas. She suggested selecting a member from the Board of Selectmen, Planning Board, and community to form a committee to look at all the options without investing a lot of money.

R. Bunnell questioned if there was an engineering firm that the Town could use to help with potential options. TA Scruton responded the Town was trying to get a no cost estimate/ballpark. Chief Cresta stated funds have been spent on soil tests and plans were made on how to handle the soil problems. John Ricci did not charge the Town much for the drawings and recommendations for the new fire station. R. Bunnell was not concerned about the cost but rather the life of the building and the ideas for renovations if that was an option. He wanted to understand if it was a viable option, long-term. J. Connelly questioned the longevity of the fire station roof and siding; Chief Cresta thought 20 to 30 years.

Referring back to the possible options, Chief Laurent commented that someone who does this type of work all the time would be able to tell which option would be the best based on price. TA Scruton recommended working with a contractor/construction engineer like John Ricci for the initial overview. Engineering could be brought in when the options were narrowed down and the expense might be less.

R. Bunnell questioned if there was a need for the Town administration offices to move. Chief Cresta responded that the building is aging and the heat and air conditioning need refurbishing. R. Winsor added that more maintenance is required and the building is not energy efficient. TA Scruton noted that there are constraints with the size of the Conference Room and the Town Hall is not set up for pandemic-type situations. J. Connelly would like to see a wish list: the amount of square feet currently, the projected square feet needed and if any of the existing square footage can be utilized. R. Hussey stated that storage space needed to be a consideration. The consensus of the Board was that Chief Cresta move forward with J. Ricci.

2. Congressionally Directed Spending Update

The Town's request for Congressional Directed Spending Funds for a new municipal complex did not get advanced to the next round. The Police Department had two requests move forward: the purchase of nine body cameras (\$70,000) and installation and enhancement of the security system (\$15,000). TA Scruton noted that these requests are not guaranteed but are moving to the next round.

TA Scruton thanked Chief Cresta and Chief Laurent for their work in developing the department requests that were submitted. Chief Laurent worked on the Police Department requests that are moving forward. TA Scruton also thanked those individuals who wrote letters supporting the Town requests: Vaughan Morgan (former Selectmen), NH State Representative Dennis Malloy and NH State Senator Tom Sherman. Requests could not have been submitted without the Board of Selectmen's encouragement.

DRAFT: SUBJECT TO CHANGE

Chief Laurent commented that there was a very small number of law enforcement agencies that submitted requests. She was glad that TA Scruton got Police and Fire together to submit a number of different requests.

TA Scruton will send the link to the Congressional Directed Spending Funds to the Selectmen.

3. Other Old Business

There was no 'Other Old Business'.

VI. NEW BUSINESS AND ADMINISTRATIVE

1. Approval of Road Names for New Developments

Road names for 410 Portsmouth Avenue and 177 Winnicut Road have been approved by Chief Laurent and our E-911 representative. The townhouses proposed for 410 Portsmouth Avenue will be single-family.

MOTION: R. Winsor moved to approve the name 'Founders Square' for the property at 410 Portsmouth Avenue. Second – J. Connelly; all in favor. MOTION CARRIED

MOTION: R. Winsor moved to approve the name 'Stillwater Drive' for the subdivision to be located at 177 Winnicut Road. Second – J. Connelly; all in favor. MOTION CARRIED

2. Other New Business

There was no 'Other New Business' to discuss.

VII. ACCOUNTS PAYABLE – THURSDAY, AUGUST 05, 2021

1. Payroll Manifest 21-16

MOTION: J. Connelly moved to approve the Payroll Manifest, pay date August 05, 2021. Gross amount, excluding payroll liabilities: \$74,223.19. Second – R. Winsor; all in favor. MOTION CARRIED

2. General Fund Manifest 21-16

MOTION: R. Bunnell moved to approve the General Fund Manifest of Unpaid Bills Detail as of August 05, 2021, in the amount of \$608,531.20. This manifest includes a Greenland School District payment in the amount of \$500,000. Second – R. Hussey; all in favor. MOTION CARRIED

3. 300th Anniversary Fund Manifest 21-09

MOTION: R. Winsor moved to approve the 300th Anniversary Fund Manifest of Unpaid Bills Detail as of August 05, 2021, in the amount of \$1,803.22. Second – R. Hussey; all in favor. MOTION CARRIED

4. Fire Inspection Fund Manifest No. 21-02

MOTION: R. Winsor moved to approve the Fire Inspection Fund Manifest of Unpaid Bills Detail as of August 05, 2021, in the amount of \$1,200. Second – R. Hussey; all in favor. MOTION CARRIED

VIII. NON-PUBLIC

1. Legal – RSA 91-A:3, II(e)

MOTION: R. Winsor moved to enter into non-public session under RSA 91-A:3, II(e) at 7:09 p.m. Second – J. Connelly; all in favor. MOTION CARRIED

MOTION: R. Hussey moved to return to public session at 7:22 p.m. Second – R. Bunnell; all in favor. MOTION CARRIED

MOTION: R. Winsor moved to agree to the proposed Soft Draw settlement terms. The Fair Market Value (FMV) of the property will be \$5.4 million; 54% of the FMV will be allocated to Greenland and 46% of the FMV will be allocated to Stratham. Second – R. Bunnell; all in favor. MOTION CARRIED

IX. ADJOURNMENT

MOTION: R. Winsor moved to adjourn at 7:24 p.m. Second – R. Hussey; all in favor. MOTION CARRIED

NEXT MEETING

Monday, August 16, 2021 – 6:30 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant