



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, March 28, 2022 – 6:30 p.m. – Town Hall Conference Room

Members Present: Randy Bunnell, Jamie Connelly, Vaughan Morgan, Steve Smith

Members Absent: Richard Winsor

Staff Present: Matthew Scruton, Town Administrator

Also Present: NH State Representative Dennis Malloy, Joe Fedora – Conservation Commission, Chief Ralph Cresta – Fire Department, Lt. Dave Kurkul – Police Department

Chair Smith opened the Board of Selectmen meeting at 6:30 p.m. A roll call was taken and it was announced a quorum was present and the meeting was being live-streamed and recorded.

I. PUBLIC COMMENTS

Traffic: S. Smith stated that he had several residents speak to him about traffic and traffic enforcement; he will contact Chief Laurent. Many people are noticing the speed humps in Portsmouth and recommending they be installed all over Town, adding the idea will be explored.

Retirement: S. Smith recognized Bob Hart, Hart Plumbing and Heating, who is retiring from his company. He has done a lot for the Town of Greenland over the years.

Passing of Greenland Residents: S. Smith also noted the passing of Leap Syphers and George Hayden, long-time Greenland residents who were valued members of the community. L. Syphers was a Planning Board member, Cemetery Trustee, and Trustee of Trust Funds as well as a life-long member of the Vets. G. Hayden was a life-long member of the Vets and worked at the Transfer Station. V. Morgan thanked them for their service to the Town and mourns their passing—they will be sorely missed but always remembered.

II. APPROVAL OF MINUTES

1. Monday, March 14, 2022

MOTION: J. Connelly moved to approve the minutes of Monday, March 14, 2022. Second – R. Bunnell; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Coakley Update

TA Scruton attended the Coakley Landfill Group meeting last week. There was very little discussion about the bedrock study and the EPA's concerns. The report was mentioned during the meeting but they wanted more time to review the EPA response to the initial draft report.

DRAFT: SUBJECT TO CHANGE

NH State Representative Dennis Malloy was pleased that the EPA did what they were supposed to be doing by managing and directing it. There will be one more meeting of the Seacoast Pediatric Cancer Cluster Commission before June; that commission will sunset. Representative Malloy added that the commission would be looking at the report very carefully. This type of information is used for future legislation. Data has been collected for over five years.

TA Scruton stated that there was more to this and was hoping more would be done to address the EPA concerns. TA Scruton read some of the key concerns into the record (copy on file). This report will be available on the Town website, under the Coakley Landfill tab.

2. Department Head Liaisons

S. Smith requested that discussion be tabled until a full Board was present. V. Morgan stated he has not had an opportunity to meet with R. Bunnell. They plan to meet before the next meeting.

3. Bookkeeper/Finance Director Search Update

TA Scruton informed the Board that the search has been ongoing; there are a number of applicants. He would like to be able to interview them in person and bring a recommendation to the Board at the next meeting. Responding to a question from V. Morgan, TA Scruton clarified that the position has been advertised using two different ads: one is for a bookkeeper and the other is for a finance director. The advertisement for a bookkeeper has been more successful. TA Scruton explained that when screening applicants for the finance director position, most wanted more money than the position could afford. TA Scruton explained that the primary need was an individual who was good with QuickBooks and understood accounting. He felt the individual could be trained on the municipal aspect if they did not have municipal experience. Much of the job revolved around more of a basic fundamental accounting/bookkeeping position.

TA Scruton was pleased with the response to the bookkeeping advertisement. The finance director candidates were qualified; however, they were over-qualified for the skillset needed. S. Smith added that the position could be looked at as full-time vs. part-time. There is a possibility the position could be part-time without paying benefits. V. Morgan mentioned there had been a discussion about hiring two part-time employees. TA Scruton stated that the position had been advertised both as full-time and part-time; applications have been received for full-time and part-time. He noted that there is an employee in our Finance Department who will be leaving for the summer and returning in the fall.

Following a brief discussion, the consensus of the Board was to have TA Scruton do the initial screening. V. Morgan stated he would not mind speaking to the final one or two candidates. R. Bunnell preferred to see the resume when the decision was made. TA Scruton stated this was a high priority. Responding to a question from R. Bunnell, TA Scruton stated that the position has reported to him in the past and has not been a direct Selectmen's position.

There was a brief discussion about outsourcing payroll. TA Scruton responded that they are trying to streamline the office. A QuickBooks expert has been brought in to help improve the structure and efficiency. At this time, it is unlikely that a payroll company would accept the Town as a client due to how the current accounts are set up in QuickBooks. Once the process is improved, outsourcing payroll can move forward. Manual data entry would still be required on the Town end.

4. Roads

S. Smith and TA Scruton have met with Corey Belden, Altus Engineering, and John Barnes, Advanced Paving, to review the three roads continued from 2021: Fairway Drive, Meloon Road, and Sanderson Road. They are hoping to start Fairway Drive the week of Monday, April 11, 2022 (Pike Industries opening day). Funding for those road projects has been encumbered. There is an upcharge of \$7 per ton for asphalt due to increasing costs. The impact of the increased cost should still be less than the amount encumbered which was initially budgeted for a contingency.

Moving forward, the wear course on Bayside Road will be done from the railroad tracks out, continuing from where they started last year: wear course, finish, and stripe as well as back the edges. Altus Engineering is looking into an overlay and reconstruction on Bayside Road towards Meloon Road—that part of the road is not as bad and not broken up. A shim and overlay may also work; life expectancy is 5 to 8 years. The biggest concern is the Meloon Creek culvert; grant options are being explored. The culvert was almost washed-out years ago during the big floods; the immediate fix was to put a plastic pipe on top of the culvert. A 6-foot x 5-foot box culvert with concrete wings off the side has been discussed. The Board discussed the best way to move forward with the road projects based on the available funding in the operating budget (\$1). TA Scruton stated that grant opportunities for the culvert are being explored.

J. Connelly asked if the State roads were on a timetable with the State for repairs or if the Town had to be put on a 10-year waiting list. TA Scruton contacts District 6 if there is a pothole or safety issue. The State monitors and makes decisions on when to repair their roads. Lt. Kurkul agreed that some roads are in rough condition. Shimming is done on Breakfast Hill Road to remove frost heaves and only lasts one to two years.

The Board will be updated as pricing becomes available. R. Bunnell asked to discuss the possibility of speed humps and sidewalks in certain areas in Town. R. Bunnell was also concerned about the lack of lighting between the school and the Library. S. Smith responded that they are working on that and part of the reason some trees were removed in front of the SAU office. The State is going to fix the crosswalk, adding signals similar to the Bramber Green crossing. Part of the plan is to install additional lighting in front of the SAU building.

5. Other Old Business

There was no 'Other Old Business' to discuss.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Other New Business

Chief Cresta – Fire Department: Addressed the Board about retaining firefighters and paramedics. There are currently three part-time paramedics in the department. Chief Cresta has contacted different towns for a wage comparison. Average wages range from \$19 per hour to \$24 per hour. Chief Cresta estimated that the cost to increase the paramedic wage \$3 would be \$1,900; he felt he could find that in his budget. Current wages for Greenland paramedics are \$20.65 per hour. Chief Cresta would like to increase the hourly wage to \$23.65. Having personnel in the fire station around the clock has improved response times.

DRAFT: SUBJECT TO CHANGE

Chief Cresta noted that fire gear has an expiration date. Some gear is set to expire in 2023. He also stated they were growing out of the existing fire station. When a new fire station was originally discussed, the cost was \$1.9 million; this past year it had increased to \$4.6 million. V. Morgan added that if the Town did not have a fire department, homeowner insurance rates would skyrocket. It was important to have a fire department in Town. Chief Cresta informed the Board that an ambulance had been ordered through the ARPA funds and should arrive in 16 months.

Chief Cresta, acknowledging S. Smith, stated that there is an individual currently in training. V. Morgan noted that an individual will train, work for a short time, and then move on to greener pastures. He continued that it was the Town's obligation is to have a plan and he will work with Chief Cresta. V. Morgan stated, that to a certain degree, the Police Department had a similar staffing problem finding good, qualified candidates. This is a safety issue that needs to be addressed. J. Connelly noted that if the pay is not there, there will not be good, qualified people. V. Morgan stated there needed to be a plan ready for the next Town Meeting.

Chief Cresta also discussed call back time with full-time personnel. There are no full-time personnel that live in Town. They do not want to come back for an emergency for two-hour pay; they would like three-hour pay. If that were to happen, there would be standards for coming back (example: structure fire, bad accident, etc.). Chief Cresta recommended changing call backs to a three-hour minimum. J. Connelly questioned who determined the seriousness of a call; Chief Cresta stated he provides guidelines for call backs. J. Connelly also requested information on how many calls over the last three years would have required personnel to be called back. Chief Cresta responded there were probably ten calls. J. Connelly recommended that based on the number of incidents, it should be a three-hour minimum call back for full-time personnel. Ultimately, Chief Cresta makes the decision on the minimum call back; however, he wanted the Board to be aware.

Greenland's Women Club: TA Scruton received an email from Barbara Fleming, Greenland Women's Club, requesting the use of the Town Green for an outdoor craft fair. They will work on safety issues with the Fire and Police Departments. The consensus of the Board was to approve the request.

Newly Elected Officials: V. Morgan asked if all newly elected officials had been sworn in. Two members of the Conservation Commission have not been sworn in.

Non-Public Minutes: V. Morgan would like to review the non-public minutes. TA Scruton stated he would be glad to accommodate that request; however, the Board should first vote to authorize him to review the non-public minutes of prior Boards.

MOTION: J. Connelly moved to authorize V. Morgan to review the prior non-public minutes. Second – R. Bunnell; three in favor, one abstained (V. Morgan). MOTION CARRIED

V. CONSENT AGENDA

Items included on the Consent Agenda:

- Acceptance of Donation: Fire Department—The Fire Department received a \$25 donation from the resident at 86 Boxwood Path. The motion to approve the Consent Agenda will allow the Fire Department to expend such funds.

DRAFT: SUBJECT TO CHANGE

- Intent to Cut: Eversource Right-of-Way--11.9 acres; clearing trees from around power lines in the Eversource Right-of-Way; tree cutting started in Seabrook.
- Pre-Disaster Mitigation Program: Emergency Management—This is a grant agreement between Greenland and the Department of Safety Business Office to update the Local Hazard Mitigation Plan and is signed on an annual basis.
- Margarita Half Marathon & 5K—This event was formerly known as the Portsmouth Half Marathon and will be held on Sunday, May 01st, in conjunction with Mercedes-Benz. The race has been held in Greenland for the last several years.
- Manifests
 - Payroll Manifest 22.07: \$64,603.54
 - General Fund Manifest 22.07: Total - \$409,163.66 (Greenland School District - \$235,000)

MOTION: R. Bunnell moved to approve the Consent Agenda as presented. Second – J. Connelly; all in favor. MOTION CARRIED

Discussion: On behalf of the Town, V. Morgan thanked the resident for their donation to the Fire Department. A thank you note will be sent. TA Scruton explained that the Margarita Half Marathon, also known as the Portsmouth Marathon, is a fund-raising event that will be held in May in conjunction with the Mercedes-Benz dealership. The race will support Girls On the Run New Hampshire.

VI. ADJOURNMENT

MOTION: J. Connelly moved to adjourn at 7:30 p.m. Second – V. Morgan; all in favor. MOTION CARRIED

NEXT MEETING

Monday, April 11, 2022 – 6:30 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant