



BOARD OF SELECTMEN
Town of Greenland · Greenland, NH 03840
11 Town Square · PO Box 100
Phone: 603.431.7111 · Fax: 603.430.3761
Website: greenland-nh.com

MINUTES OF THE BOARD OF SELECTMEN

Monday, March 11, 2024 – 6:30 p.m. – Town Hall Conference Room

Members Present: Randy Bunnell, Laura Malloy, Vaughan Morgan, Steve Smith, Paul Stanley

Staff Present: Paul Sanderson, Town Administrator

Also Present: Dennis Malloy, State Representative

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. APPOINTMENTS

1. Ona Judge Marker: Karen Mason, Historical Society

Karen Mason, Greenland Historical Society, told the Board that they have been meeting with the Black Heritage Trail regularly. They recently learned that their application for the Ona Judge marker was accepted. K. Mason reviewed the proposed wording on the marker with the Board. The Black Heritage Trail will finalize the wording. K. Mason, in the wording, tried to highlight that Ona Judge lived peaceably in Greenland. The installation of the marker is projected for May. The Historical Society hopes to have a ceremony in June. The Folk and Fiddle may provide music for the ceremony. The Historical Society may also have a booklet available with more information. The Board agreed with the project. TA Sanderson requested that the Historical Society discuss the marker location with the Town's maintenance provider.

K. Mason announced that Sunday, September 01, 2024, marks the Bicentennial of Lafayette's tour and will be coming through Greenland. In 1824, General Lafayette travelled from Boston, through Greenland to Portsmouth, and dined with the Governor. The route will be recreated with possibly a horse and carriage; K. Mason suggested a photo op. K. Mason has contacted Chief Tucker.

The motion was tabled pending final wording for the marker and any additional information.

2. Dugouts at Krasko Field: DJ Haskins, Recreation Committee

DJ Haskins - Recreation Committee Co-Chair, Nick Drew – School Resource Officer and Baseball Coach, and Jay Lajeunesse – River Birch Builders, were present to discuss the proposed dugouts with the Board. They would like to build two dugouts and a lean-to at Krasko Field. The lean-to will store a mobile scoreboard—the current scoreboard does not work. The dugouts will run off the field similar to the rainwater.

Lowe's will be donating the bulk of the materials; the Rec Committee will look for donations for the remainder as well as using some of their funds. Labor and some materials will be donated by River Birch Builders; estimated value is \$22,000.

DRAFT: SUBJECT TO CHANGE

TA Sanderson added that they will need to contact Dig Safe before starting the project. The concrete has fallen beneath the fence going down the first baseline and should be repaired. J. Lajeunesse stated that Dig Safe had been notified. A site contractor will be donating his time to do the excavation. Slabs will be poured for the dugout structures. There is a slight drainage issue on the third base side of the field. They will try to preserve the way the water drains in front of the dugouts. J. Lajeunesse noted there are great business owners in the area. It is a great combined team effort.

Responding to V. Morgan, TA Sanderson stated that the Building Inspector will have a role. A building permit will be issued at no cost so there is a record. The Building Inspector will make sure work is done to code. The Town does have some gravel that could be used.

L. Malloy questioned funding and if they had enough to complete the project. N. Drew stated they were finalizing the list with the store manager at Lowe's. J. Lajeunesse added that they would reach out to their trade partners if needed. The slab will be 12-inches and a monolithic pour. Several inches of the slab will be below grade. Above grade will be approximately 4-inches.

MOTION: V. Morgan moved to approve the construction of dugouts at Krasko Field with the following conditions: the Building Inspector must approve each stage as the project progresses and the 'Bob Krasko Field' sign on the existing building must be saved. Second – L. Malloy; all in favor. MOTION CARRIED

It was noted that the 'Bob Krasko Field' sign will be taken down during construction of the lean-to. It was suggested that the sign be put up on the front of the building.

II. APPROVAL OF MINUTES

1. Monday, February 26, 2024

MOTION: L. Malloy moved to approve the minutes of Monday, February 26, 2024. Second – R. Bunnell; four in favor, one abstained (P. Stanley). MOTION CARRIED

III. OLD BUSINESS

1. Voting: Tuesday, March 12, 2024

Voting will be held at Greenland School on Tuesday, March 12, 2024. Polls are open from 8:00 am to 7:00 pm. Selectmen will need to be present during the day; one Selectmen must be present at all times. S. Smith thanked Piscataqua Landscaping for their help setting up the voting area.

2. Update: Town Email and Website '.gov' Migration

Primex, the Town's insurance carrier, recommended the Town move away from the '.com' environment to a '.gov' environment. Funding was received from the State division of Information Technology. The kickoff meeting is scheduled for Wednesday, March 20th at 10:30 am in the Conference Room with the Overwatch Foundation (the State's contractor). Migrating to '.gov' is a more secure environment, which is part of the Town's cybersecurity effort.

DRAFT: SUBJECT TO CHANGE

3. Update: Summer Road Program

TA Sanderson is working with Altus Engineering for the summer road program. The RFP draft for summer road projects will be 45 pages. The projected amount is \$400,000 in repairs: the majority will be used for top coating roads that have been reclaimed over the past three or more years; Coastal Way and Spring Hill will be a full reclamation. Funding will be from Capital Reserve Funds: there is approximately \$1 million in the Transportation CRF. Bids will be sent to various contractors. TA Sanderson is hoping to have the final draft for Board review and approval at the next meeting. Roads to be top coated include Fairway Drive, Meloon Road, Sanderson Road, Lane Avenue, Moulton Avenue, and Portsmouth Avenue near Church Lane. L. Malloy clarified that roads that have been on the list and are not a high priority have a number attached to them. TA Sanderson noted that actual conditions will make it vary. Next year there will be approximately the same number of roads on the list. He reminded the Board that Summerwind will be built out in the next several years and Magnolia Lane will need full reclamation, which is going to be an expensive project. In addition, Osprey Cove is in bad shape and there is a lot of right-of-way work to do; drainage is also a concern.

4. Update: MS-4 Compliance – US EPA

The Town is under orders from the US EPA to have substantial work done on the Subdivision Regulations, Site Plan Review Regulations, and Building Regulations. This must be done to comply with Minimum Control Measure 5 – Post Construction Stormwater Management. TA Sanderson is working with Mark Fougere, Planning Board Consultant, and Eric Weinrieb, Altus Engineering; Stephan Toth was also very helpful in merging the EPA's document with the Town's Ordinance. TA Sanderson is hoping to have a draft ready for the Planning Board meeting on Thursday, March 21st. There is a substantial amount of work involved. The MS-4 had not been worked on for several years. More orders will be coming from the EPA after the Town is in compliance with the Post Construction Stormwater Management Ordinance.

5. Other Old Business

There was no Other Old Business to discuss.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Conservation Commission Resignations

Cynthia Gunn and Sheila Graydon have submitted their resignations from the Conservation Commission, effective immediately. The Selectmen appoint members to the Conservation Commission.

MOTION: V. Morgan moved to accept the resignations of Cynthia Gunn and Sheila Gunn from the Conservation Commission, effective immediately. Second – L. Malloy; all in favor. MOTION CARRIED

L. Malloy would like information on the Conservation Commission. TA Sanderson explained that their primary work is part of the wetland review process. If a State wetlands permit is received, the Conservation Commission reserves the right to review it and comment. They also monitor Town conservation properties each year for encroachment and monitor the trails. The Conservation Commission meets the second Wednesday of each month.

DRAFT: SUBJECT TO CHANGE

S. Smith noted that a clean-up was done on Saturday, March 09th, at Liberty Hill. He thanked the members of the community who volunteered their time to clean up the old campsites. When it dries out, they will finish the clean-up.

2. Solar Exemptions

MOTION: R. Bunnell moved to approve the Solar Exemption for 136 Bayside Road (R17, 22), in the amount of \$30,000 as recommended by the assessor. Second – L. Malloy; all in favor. MOTION CARRIED

5. Other New Business

- **Health Insurance:** V. Morgan noted that there was a recent meeting with ClaimLinx. They would like to meet with the Selectmen once a month to discuss any remaining issues. TA Sanderson has met with Sergeant Bertogli, Police Department; they have dealt with many details and sent the information to ClaimLinx. TA Sanderson is attempting to implement some of the adjustments. Chief Cresta has appointed Captain Hanley as the Fire Department's representative. TA Sanderson and the Board will be working closely with representatives of the Town's largest groups of employees on any health insurance difficulties and try to adjust accordingly. L. Malloy stated it was the path forward and helped.

R. Bunnell questioned the status of retirees. TA Sanderson stated that retirees were covered under Medicare supplement plans that were arranged through ClaimLinx. The Town is receiving the State subsidy for Police Group II retirees, which is reducing the Town's cost in the Medical Employee Reimbursement Plan (MERP). The only exception to the Medicare supplement is an individual who is not yet 65 years old. She is enrolled in the normal Anthem plan and supplementals at her own cost. R. Bunnell questioned the status of the former Town Administrator. TA Sanderson explained that she is now 65 years old and there is no subsidy for former Group I employees; she has made her own arrangements. He continued that she would not be eligible to participate in the plan because she turned 65.

- **Service Needs by Department:** L. Malloy noted that last March, Frank Hansler, Budget Committee, talked to the Board about service needs by department. She would like to put together a comprehensive list of service providers for the various departments and school. She suggested a committee be established to formalize something similar to what the Town has with Piscataqua Landscaping. TA Sanderson stated that many supplies are now purchased through Amazon Business. Different providers are used for plumbing, electrical, etc. L. Malloy stated it would be helpful to have a list of service providers and possibly a buying agreement for the top tier.
- **Town Office Existing Conditions:** L. Malloy has measured and recorded the existing conditions at the Town Office to configure the programming and space needs for the next three years. TA Sanderson added that moving walls and expensive renovations would not be done. Better control over paper and record storage was needed as well as better designed workspaces. L. Malloy stated the best way to do that was by scanning documents in-house.
- **LED Lighting:** TA Sanderson has received a quote for adding LED lighting to the Public Works building and Fire Station 2: approximately \$13,000. No action has been taken.
- **Accounting System Conversion:** There will be a meeting with Municipal Resources Inc. (MRI) on Wednesday, March 13th. TA Sanderson has received a quote: approximately \$50,000. The annual

DRAFT: SUBJECT TO CHANGE

maintenance cost is \$10,000. No action has been taken. The cost is less than anticipated due to the work that has been done over the past year.

- **Audit:** The engagement letter from Plodzik & Sanderson has not been received for the 2023 audit.
- **Computer Upgrades:** Computer upgrades will be reviewed once the Town has migrated to '.gov' and the server works more efficiently.
- **Fire Department Gear:** The Fire Department may have a need for gear. TA Sanderson explained that firefighters need two sets of gear: do the current firefighters have the right sets of gear? Once the staffing is known, they will need to make sure they have the right equipment. S. Smith added that gear expires quickly and needs to be totally replaced every 10 years.
- **Southeast Land Trust:** The Smith Farm easement with Southeast Land Trust is expected to close within the next 30 days. A \$700,000 payment from the Town will be expected at that time: \$200,000 from the Conservation Land Trust CRF and \$500,000 from current cash, which was appropriated from the Unreserved Fund Balance. S. Smith explained that everything had to come back from the federal government before SELT could move forward.
- **General Fund Balance:** After the manifests for this meeting, the balance will be approximately \$4,875,000 until tax money is received in July. TA Sanderson reviewed the upcoming financial obligations. He noted the Town was perfectly fine, but the Board needed to watch the cash flow. The Board will be updated at each meeting.
- **PDA Representative:** Representative Malloy advised TA Sanderson of an upcoming bill in the Resources and Recreation Development Committee that would change the representation on the Pease Development Authority (PDA) Board. The local municipalities (Portsmouth, Newington, and Greenland) would no longer have any input on their representative to the PDA. The representative would be appointed by the Governor and Executive Council. In addition, Greenland's seat would be shared with New Castle and Rye. Newington would have a full seat rather than 1.5 seats. TA Sanderson stated that Greenland would be advocating in the Legislature against that proposal. Representative Malloy added there was nothing in the bill indicating how the decision would be made other than Governor and Executive Council for Rye, Greenland, and New Castle. The bill was sponsored by Representative McConkey, Chair of the House Public Works and Transportation Committee. TA Sanderson explained that when a committee chair sponsors a bill coming on very late for hearing, it indicates that it comes from the Governor's Office. Representative Malloy will be submitting a note to the Chair of the Committee. Greenland will be organizing a campaign in opposition to the bill. L. Malloy noted that NH State Senator Altschiller has also opposed the bill.
- **Wage Classification:** Responding to R. Bunnell, TA Sanderson stated that the wage classification study has not been received. TA Sanderson will check on the status at the MRI meeting on Wednesday.
- **Roadside Mowing:** L. Malloy went on record regarding roadside mowing by the State on Rt. 33. TA Sanderson noted that roadside mowing was not done by the State last year. He stated that District 6 should be called first: it is their responsibility to cover this area. Councilor Stevens would be the next call; she would take it to Commissioner Cass. S. Smith stated that their argument would be they do not have the employees. In an interview with Channel 9, Commissioner Cass stated they were down approximately 64% in personnel. They were cutting all projects; roadside mowing may not be possible. TA Sanderson stated a case could be made that this will affect the MS-4 and water quality.

DRAFT: SUBJECT TO CHANGE

V. APPROVAL OF MANIFESTS

1. General Fund Manifest: \$40,185.29

MOTION: R. Bunnell moved to approve the General Fund Manifest in the amount of \$40,185.29. Second – V. Morgan; all in favor. MOTION CARRIED

2. Payroll Manifest: \$76,733.57

MOTION: R. Bunnell moved to approve the Payroll Manifest in the amount of \$76,733.57. Second – L. Malloy; all in favor. MOTION CARRIED

VI. PUBLIC COMMENTS

This was R. Bunnell's last meeting. S. Smith presented him with his name plate, Titleist golf balls and a gift certificate to Grill 28.

VII. ADJOURNMENT

MOTION: R. Bunnell moved to adjourn at 7:24 p.m. Second – V. Morgan; all in favor. MOTION CARRIED

NEXT MEETING

Monday, March 25, 2024 – 6:30 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant