



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Tuesday, September 05, 2017 – 6:30 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Vaughan Morgan, Jim Rolston, Paul Sanderson
Staff: Karen Anderson – Town Administrator; Tara Laurent – Police Chief; Ralph Cresta – Fire Chief; Jeannie Cadarette – 911 Representative

Chair Morgan opened the Board of Selectmen meeting at 6:30 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

I. ACCOUNTS PAYABLE – THURSDAY, SEPTEMBER 07, 2017

1. Payroll Manifest 18

MOTION: C. Hussey moved to approve Payroll Manifest 18 in the amount of \$57,006.12. Second – C. Deorocki; all in favor. MOTION CARRIED

C. Hussey stated he had a concern with time sheets that aren't accurate, particularly start times.

2. General Fund Manifest 18

MOTION: P. Sanderson moved to approve General Fund Manifest 18 in the amount of \$439,156.23 (School - \$335,000). Second – J. Rolston

DISCUSSION: C. Hussey questioned why the purchase of the plow/sander in the amount of \$12,231.03 didn't go out to bid. He felt it violated the Board policy of bids on purchases over \$10,000; the Board wasn't asked to waive that policy. C. Hussey also noted that the truck was purchased the same way. He added that he would be representing the Town on the Budget Committee; if he was asked if items were sent out to bid, he would have to tell them "no". Chair Morgan asked that the Property Maintenance Supervisor provide details on the purchase. C. Hussey stated that he wanted the purchase/bid policy followed; C. Deorocki was in agreement.

MOTION: P. Sanderson moved to approve General Fund Manifest 18 in the amount of \$439,156.23 (School - \$335,000). Second – J. Rolston; all in favor. MOTION CARRIED

3. Police Special Revenue Manifest 10

MOTION: P. Sanderson moved to approve Police Special Revenue Manifest 10 in the amount of \$15,392.60. Second – J. Rolston; all in favor. MOTION CARRIED

4. Fire/Safety Manifest 08

MOTION: P. Sanderson moved to approve Fire/Safety Manifest 08 in the amount of \$61.90. Second – J. Rolston; all in favor. MOTION CARRIED

II. APPROVAL OF MINUTES

1. Monday, August 21, 2017

MOTION: C. Deorocki moved to approve the minutes of Monday, August 21, 2017. Second – J. Rolston; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Coakley Update

Chinburg Development has recorded their Declaration of Restriction stating no wells can be installed on any of the lots on Seavey Way; the Planning Board required a deed restriction. Chinburg has also filed an additional understanding of the restriction that applies to all lots, that the well on one lot will be used for monitoring, and under no circumstances could the deed restriction be waived. K. Anderson explained this was an extra level of protection.

P. Sanderson stated the first organizational meeting of the MTBE Committee will be held on Thursday, September 07, 2016; he would be at the meeting. The first meeting of the Drinking Water Commission will be on Wednesday, September 06, 2017; he would also be at that meeting.

C. Deorocki questioned where the development would be getting their water. K. Anderson responded that Rye would be supplying the water. The water line currently services the Bethany Church, and will be extended behind the Church to the new subdivision.

2. Window Bids – Warranty Information

At the last meeting, the Board had requested warranty information on the two window bids that were received. Bids and warranties were reviewed.

MOTION: C. Hussey moved to award the replacement of windows in the Town Clerk's end of the building to Nick's Door and Window in the amount of \$3,700. Second – J. Rolston; all in favor. MOTION CARRIED

3. Other Old Business

Police Department: The inspectors recommended Accessibility Standards of Strafford to bring the elevator up to State code. They are the sole source of elevator repairs, and Chief Laurent requested that the Board waive the bid policy. This has been a year-long process of working with the State, trying to locate a company to do the repairs, and reviewing the changes that need to be made. Money is available in the Police Department budget. The cost will be \$9,100 to \$15,000.

MOTION: P. Sanderson moved to waive the bid requirements to allow a contract to be made with Accessibility Standards, Strafford, NH, for the purpose of bringing the lift in the Police Department up to State code, in an amount not to exceed \$15,000. Second – J. Rolston; all in favor. MOTION CARRIED

J. Rolston questioned if the second floor was being used. Chief Laurent responded that the second floor has been used for training by the Fire Department as well as outside classes. The gym hasn't been used much because of equipment needs.

Fire Station: C. Hussey has asked the Property Maintenance Supervisor to get budget figures for roof repairs at the Fire Station. He has also asked the Building Inspector to look at the original building plans to confirm it was built according to the plans as well as any structural deficiencies. Chair Morgan added that if a structural engineer had to be brought in, they should also look at the building for the snow plow contractor.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Review of Town Administrator's Bi-Weekly Report

Seal Coating – Coastal Way: J. Rolston drove down Coastal Way and wasn't impressed with the seal coating; it didn't look like it did anything. K. Anderson noted that the sand hasn't been vacuumed. J. Rolston commented that holes and cracks could still be seen. K. Anderson had received three calls about the sand and the mess that was being created; she also drove down Coastal Way and it was very sandy. C. Hussey added that he drove by and it looked like more sand needed to be put down; to his knowledge it hadn't been done. Chair Morgan asked that C. Hussey meet with the Road Agent. Until the sand was swept up, there wouldn't be any indication of how well the process, which is new, worked. J. Rolston stated that when the process was approved by the Board, they were told it would look like the road had been paved.

Budget: Department budgets are due to K. Anderson by Friday, September 15, 2017. The schedule for the Budget Committee was done earlier in the day; the Board was given a copy during the meeting.

Retirement Get-Together: Chair Morgan reminded Board members about the retirement get-together for Carole Smith is on Friday, September 08, 2017.

Positive Pay: K. Anderson was asked about the Positive Pay program recommended by the Town Treasurer. She explained this manifest will be the first to be processed. She worked with Provident Bank and the Town Treasurer using the last manifest as a test file; it went through without a problem. The Bookkeeper will be processing Positive Pay going forward, but was unavailable for the training.

2. Longevity Policy

An amendment was done to clarify who is entitled to receive longevity. In the past, it has been given to full-time and part-time employees who are regularly scheduled. Last year there was a question about part-time police officers who are not regularly scheduled. Transfer Station employees do receive longevity; no one currently qualifies. If the policy is changed to allow those not regularly scheduled, it would include Fire Department and Police Department employees; they are technically part-time employees.

Asked how many hours an employee had to work, K. Anderson responded the current policy is “regularly scheduled”. Transfer Station employees are scheduled for 18 hours per week. C. Hussey voiced his concern about an employee working 18 hours receiving the same longevity as someone working 40 hours per week. J. Rolston suggested that regularly scheduled part-time employees receive half the amount that full-time employees receive.

P. Sanderson agreed that the current policy is too vague and needed to be more detailed. He continued that a decision should be made on pro-rating for part-time vs. full-time. C. Hussey also mentioned that most companies start longevity after five years rather than ten years. K. Anderson stated that it was initially proposed at five years with a smaller amount; the Board at the time preferred ten years at a higher amount.

K. Anderson explained that “regularly scheduled” meant employees work the same schedule every week. P. Sanderson recommended the policy include the meaning of “regularly scheduled”.

The Longevity Policy was continued to the next meeting on Monday, September 18, 2017.

3. Other New Business

Chair Morgan will not be at the meeting on Monday, September 18, 2017.

V. PUBLIC HEARING

1. E-911 Changes: Road Names, Number Changes (RSA 231:133-a)

This was the second public hearing for the Enhanced 911 street name and number changes. Streets to be renamed/renumbered included Bay Shore Drive, Fairview Terrace and Bayview Terrace.

Chair Morgan referred to an email sent on August 30, 2017 from Judi Alix on Bay Shore Drive. The email was co-signed by 14 residents located on or adjacent to Bay Shore. They requested that the Board delay and/or reconsider its decision to implement Enhanced 911 road name and number changes proposed at the last hearing (a copy of the email is on file).

Questions were included that concerned New Hampshire dispatching methodology, and street name and number changes. Chair Morgan noted the administration of New Hampshire dispatching does not fall under the purview of the Town of Greenland, or any other town or city in the State of New Hampshire. Anyone having issues with that should contact their State representatives. The Town cannot make changes to the way it's handled or administered. However, the Greenland 911 Commission still tried to answer those questions, and residents' concerns did not fall on deaf ears. Chair Morgan met with Chief Laurent to review the email. She was asked to convene a meeting with the Enhanced 911 Committee, respond to the email, and submit factual documentation supporting this and previous Board's decisions to implement the changes. Ms. Alix was sent a response and supporting documents by Chief Laurent; a copy of the Chief's response is available upon request and will be made part of the minutes of this meeting (a copy is on file).

Chair Morgan stated that he was not in favor of, nor did he see any reason, to reconsider or delay moving forward with the proposed Enhanced 911 changes. It was his belief that safety outweighed the inconvenience. He asked the Board for comments before opening the public hearing. There being no comments from the Board, Chair Morgan opened the public hearing to discuss proposed street names.

He asked residents to keep in mind that the purpose of the hearing was to rename and renumber streets.

Wanda Brouillette, 17 Bay Shore Drive: Proposed renaming Bay Shore Drive to Shore Drive. When googled, it brought up Bay Shore Drive. There were not many other Shore Drives in the area. J. Cadarette stated that all names submitted looked good, and were very nice names; there were no conflicts.

P. Sanderson asked residents if there were any comments regarding numbering. The response was to not change the numbers. C. Hussey stated that he has driven the roads several times, and the numbering didn't seem to be that gross where renumbering was necessary. He realized that 911 had a very good criteria that needed to be followed; however, current zoning wouldn't allow further construction on any of the roads being changed. He also didn't see why any further stress should be added to the residents by changing numbers.

Tina Rockefeller, 06 Bay Shore: Asked if a public hearing was held regarding the original decision making. Chair Morgan explained that the Town was in Phase 7; E-911 has been taking place for 2 ½ years. Every meeting and hearing has been public, and the Town was not required to hold a public hearing for changing street names; number changes did require a public hearing. To be transparent, the Board of Selectmen holds two public hearings. The Selectmen are responsible, and the Town can be held liable, if a danger to residents is not acted on. The initial letter to residents does explain what the Selectmen are doing and that the decision has been made. T. Rockefeller felt the residents didn't have any input or an opportunity to be heard. K. Anderson clarified that when the first presentation by E-911 was held regarding standardization, the Board discussed it at several meetings and then voted to move forward. Although those were not public hearings, they were public meetings.

P. Sanderson responded to T. Rockefeller's question regarding municipal immunity. There are no NH Supreme Court cases; however, the Board is trying to support the effort to avoid danger to the Town's first responders and citizens. The Board is erring on the side of caution. He felt it was an overstatement that the Town has potentially immediate or automatic liability; that would be too strong. There is always the risk that immunity won't be upheld in a case. P. Sanderson concurred it was a prudent thing to do and remove the confusion in order to help the first responders. He continued that for many years, there were volunteers involved who lived in Town. That's ending, and many first responders don't live in Town.

There was continued conversation regarding dispatching calls. P. Sanderson stated there may be a misconception by some residents that Greenland dispatches police and fire calls, which is incorrect. The dispatcher is located in Brentwood. Chief Laurent and J. Cadarette also addressed dispatching concerns.

Peter Kinner, 25 Bay Shore: Stated that in addition to communication concerns, training of emergency responders should be addressed. Chair Morgan responded that the Police and Fire Departments are trained, and do know the streets in Town. Mutual aid from neighboring towns is not familiar with our streets. However, a human factor is involved in all dispatching. Improvements still need to be made; if the Town can remove one snag, it may help things move smoother and improve safety.

Chair Morgan closed the public hearing and returned to the Board for comments. P. Sanderson stated that based upon the request of the majority of residents, he recommended approving Shore Drive, Swan Terrace and Serenity Cove. It was his personal feeling that the numbers should not change as stated by C. Hussey previously: it was a completely stable built-out subdivision and relatively small. Current zoning and environmental conditions will not allow for additional homes. J. Cadarette recommended

changing the numbering if streets were being renamed to maintain standardization. Chair Morgan stated that he stood behind the 911 Committee, and numbering should be standardized. J. Rolston concurred with P. Sanderson and felt the numbers should stay the same.

C. Hussey suggested residents should number their houses better and recommended contacting the Fire Department about a Knox Box, especially for elderly residents. He explained that the Knox Box is mounted on an outside door or wall; a key to the house would be locked inside the box. The Fire Department would have a key to the Knox Box, allowing them access to the house key. They would be able to unlock the house door without breaking it down. C. Hussey also recommended having house numbers at the end of the driveway to make it easier for emergency responders.

MOTION: C. Hussey moved to rename Bay Shore Drive to Shore Drive, Fairview Terrace to Swan Terrace, Bayview Terrace to Serenity Cove, and not to renumber as recommended by the 911 Committee. Changes are to be effective January 03, 2018. Second – P. Sanderson

DISCUSSION: Chair Morgan stated that he was going to back his 911 Committee. Safety overshadowed everything; he was in agreement with the name changes, but felt there should be renumbering.

MOTION: C. Hussey moved to rename Bay Shore Drive to Shore Drive, Fairview Terrace to Swan Terrace, Bayview Terrace to Serenity Cove, and not to renumber as recommended by the 911 Committee. Changes are to be effective January 03, 2018. Second – P. Sanderson; three in favor, two against.
MOTION CARRIED

Residents will receive an informational packet in the mail before the changes become effective.

VI. ADJOURNMENT

MOTION: J. Rolston moved to adjourn at 7:45 p.m. Second – P. Sanderson; all in favor. MOTION CARRIED

NEXT MEETING

Monday, September 18, 2017 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, September 18, 2017