



**BOARD OF SELECTMEN**  
**Town of Greenland • Greenland, NH 03840**  
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**MINUTES OF THE BOARD OF SELECTMEN**

Monday, January 09, 2017 – 6:30 p.m. – Greenland School Multi-Purpose Room

*Members Present:* Vaughan Morgan, Kevin Forrest, John McDevitt, Jim Rolston, Paul Sanderson  
*Staff:* Karen Anderson – Town Administrator

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. APPROVAL OF MINUTES**

1. Tuesday, December 27, 2016

**MOTION:** P. Sanderson moved to approve the minutes of Tuesday, December 27, 2016. Second – J. Rolston; four in favor, one abstain (J. McDevitt). MOTION CARRIED

**II. OLD BUSINESS**

1. Budget Update

P. Sanderson updated members on the last budget meeting. The Town budget was reduced by \$55,625; the revised proposed budget is \$4,151,127. The majority of the reduction was the result of a decrease on the Town's property insurance and worker's comp insurance as well as police training that was paid in the 2016 budget. The snow removal budget was reduced by \$30,000. Responding to a question from J. McDevitt, P. Sanderson stated that the Budget Committee cut the snow removal budget because they felt the Town was budgeting for a year similar to 2014, which was historically high.

2. Other Old Business

The Board was in agreement that a plan of action for the Coakley Landfill was needed. J. McDevitt requested that the mission statement be reviewed by the Board before any decisions were made. There will be further discussion after the City Council meeting on Monday, January 23, 2017.

**III. NEW BUSINESS AND ADMINISTRATIVE**

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

Community Service: The Town Administrator explained that New Generations has a policy in place for their residents. If they are coming from a non-sending town, they are required to do 10 hours per week

of community service. She currently has a resident from New Generations helping with filing and preparation of inventory forms for the revaluation.

## 2. Renewal of Storage Trailer Permits: 588 Portsmouth Avenue and Van Etten Drive

The two permits for renewal have recently expired. Anson Sailmakers, 588 Portsmouth Avenue, has requested renewal of their 8'x40' container; Graystone Builders has requested renewal of their storage container for construction materials on Van Etten Drive, which should be completed within the year.

**MOTION:** J. Rolston moved to approve a one year extension for the storage container at 588 Portsmouth Avenue and a one year extension for the storage container on Van Etten Drive. Second – K. Forrest; all in favor. MOTION CARRIED

## 3. Abatement

The abatement is in the amount of \$348 for 55 Sunnyside Drive (Map R7, Lot 57A). There was an elderly exemption on the property prior to the transfer to a new resident; the abatement was removed before the second bill was issued.

**MOTION:** K. Forrest moved to abate \$348 plus interest for the 2016 abatement for 55 Sunnyside Drive (Map R7, Lot 57A). Second – J. McDevitt; all in favor. MOTION CARRIED

## 4. Water Line Easement

A proposed easement deed was received from the attorney for The Chinburg Group for the portion of the Town-owned land that the water line for the Seavey Way subdivision will pass through. The Town Administrator has forwarded the easement deed for review, but he has not responded. J. McDevitt suggested that the Planning Board Engineer also review the easement deed. P. Sanderson noted the tee the City of Portsmouth agreed to add that would serve the Town-owned 50 acres was not included on the plan. The deed was fine, but it was important that the plan show that the City of Portsmouth approved a tee so Greenland had service to the 50 acres of Town-owned property; he requested that change be made to the plan before it's recorded. Further discussion was continued to the meeting on Monday, January 23, 2017.

## 5. Warrant Articles

The Board reviewed the draft warrant articles to be submitted to the Budget Committee no later than Wednesday, January 11, 2017. The deadline for petitioned warrant articles is Tuesday, January 10, 2017. Any warrant article forwarded to the ballot will be noted as "Recommended by the Board of Selectmen".

- #12 – Transfer Station Equipment Capital Reserve Fund: \$20,000 from Fund Balance. This is the third year of four to set aside funds for new compactors. Current balance is \$40,000.

**MOTION:** K. Forrest moved to forward the warrant to public hearing. Second – J. Rolston; all in favor. MOTION CARRIED

- #13 – Town Equipment Capital Reserve Fund: \$35,000 from Fund Balance. This would be a new CRF as recommended by Selectman Sanderson.

**MOTION:** P. Sanderson moved to forward the warrant to public hearing. Second – J. Rolston; all in favor. MOTION CARRIED

- #14 – Library Future Growth CRF: \$35,000 from Fund Balance. The current balance in the CRF is \$550,419. A request was made by the Library Trustees for \$50,000. P. Sanderson stated this meets the promise to the Trustees from the Selectmen to submit a warrant article. He was interested in what residents thought would be an appropriate amount at the public hearing.

**MOTION:** P. Sanderson moved to forward the warrant to public hearing. Second – J. Rolston; all in favor. MOTION CARRIED

- #15 – Road Improvement CRF: \$35,000 from Fund Balance. The current balance in the CRF is \$34,187.

**MOTION:** J. McDevitt moved to forward the warrant to public hearing. Second – K. Forrest; all in favor. MOTION CARRIED

- #16 – Purchase of Automatic CPR Machine: \$20,000 from the Ambulance Fund; requested by Chief Cresta. No impact on the tax rate.

**MOTION:** K. Forrest moved to forward the warrant to public hearing. Second – J. McDevitt; all in favor. MOTION CARRIED

- #17 – Purchase of New Truck: \$75,000; requested by the Property Maintenance Supervisor. Anticipate \$25,000 in revenue from the sale of Town property or trade value.

**MOTION:** P. Sanderson moved to forward the warrant to public hearing. Second – J. Rolston; all in favor. MOTION CARRIED

- #18 – Police Equipment: \$2,000 towards replacement of bullet proof vests; current balance is \$8,000. This has been done for the past four years. All bullet proof vests were replaced in 2012 and will all expire at the same time.

**MOTION:** J. McDevitt moved to forward the warrant to public hearing. Second – K. Forrest; all in favor. MOTION CARRIED

- #19 – Ambulance Billing Fees: \$3,000 for Ambulance Special Revenue Fund; no impact on tax rate. This is an annual billing fee, and is 1% of the amount billed.

**MOTION:** P. Sanderson moved to forward the warrant to public hearing. Second – K. McDevitt; all in favor. MOTION CARRIED

- #20 – Appointment of Town Treasurer: This will allow the Board of Selectmen to appoint a Treasurer rather than have it an elected position.

**MOTION:** K. Forrest moved to forward the warrant to public hearing. Second – J. Rolston; all in favor. MOTION CARRIED

- #21 – Adopt All Veterans Credit: This was previously approved to move to public hearing; no motion needed.
- #22 – Modify Elderly Exemption: This is a modification to income limits for qualifications. The current limits are \$35,000 single and \$50,000 married. The Town Administrator is proposing to increase the limits to \$37,500 and \$60,000. Over the past year, there have been several residents who previously qualified for the exemption and no longer qualify due to income limits.

**MOTION:** P. Sanderson moved to forward the warrant to public hearing. Second – J. Rolston; all in favor. MOTION CARRIED

- #23 – Road Construction: The amount of the warrant article was decided by the Board; some or all can be taken from the Fund Balance. There is currently \$1.69 million in the Fund Balance. Discussed at a previous meeting was taking \$350,000 from the Fund Balance. It's been a mild winter to date, and the Town Administrator anticipates an additional \$300,000 in the Fund Balance. The Town budget, as proposed with the warrant articles coming from the Fund Balance, will result in a decrease in the tax rate. Willowbrook Drive and Great Bay Drive West are the next roads to be repaired. There is routine maintenance/overlay on Coastal Way.

**MOTION:** P. Sanderson moved to forward the warrant to public hearing in the amount of \$300,000 from Fund Balance. Second – K. Forrest

DISCUSSION: J. McDevitt stated that there has been a road survey done of Town roads. There are many roads that need a lot of work; the Board anticipates a large amount of money will be spent on roads in the coming years. The report is available to the public for review and will also be on the website under "Departments", "Public Works", and "Roads – Interim Report 12.2016".

**MOTION:** P. Sanderson moved to forward the warrant to public hearing in the amount of \$300,000 from Fund Balance. Second – K. Forrest; all in favor. MOTION CARRIED

- #24 – Environmental Legal Budget: \$25,000 - These funds would be used for an environmental assessment as well as legal and professional consultations as the Town moves forward with the Coakley Landfill issue.

**MOTION:** K. Forrest moved to forward the warrant to public hearing in the amount of \$25,000 for professional consultation services in regards to the Coakley Landfill matters. Second – J. Rolston; all in favor. MOTION CARRIED

The Town Administrator will prepare the warrant articles for the public hearing, which will be held on Wednesday, January 11, 2017 at 6:30 p.m. in the Greenland School Multi-Purpose Room.

## 6. Other New Business

- Auditors: Chair Morgan has been approached by several people in the Town Office about the term for the auditors. He asked the Board to consider changing the contract term from three years to six years; a great deal of time and effort is needed to adjust to new auditors every three years. This will be discussed further at the meeting on Monday, January 23, 2017.
- Town Report: Chair Morgan asked members to submit items to him for the Town Report no later than January 23, 2017.

- RPC Transportation Project: J. McDevitt told members that RPC Transportation and Priorities Plan must be submitted by March 03, 2017. The Town should notify RPC of its priorities for transportation within the Town. At this time, the only item for Greenland on their plan is the electrification of the Truck Stop. There should be a discussion between the Planning Board and Selectmen about any transportation needs the Town wants the RPC to address.
- Recreation Committee: K. Forrest told members that Brian Pafford will be stepping down as Chairman in March. K. Forrest emphasized that B. Pafford has done a great deal for the Town over the years as well as building the Recreation Committee; he should be recognized for his efforts. It was suggested that the Selectmen make a presentation to him at the Deliberative Session on Saturday, February 04, 2017.

#### IV. ACCOUNTS PAYABLE – THURSDAY, JANUARY 12, 2017

##### 1. Payroll Manifest 01

**MOTION:** K. Forrest moved to approve Payroll Manifest 01 in the amount of \$47,900.66. Second – J. Rolston; all in favor. MOTION CARRIED

##### 2. General Fund Manifest 01

**MOTION:** J. Rolston moved to approve General Fund Manifest 01 in the amount of \$346,394.78. Second – P. Sanderson; all in favor. MOTION CARRIED

The School and Library expenses were from 2017.

##### 3. Fire and Safety Revolving Fund Manifest 01

**MOTION:** K. Forrest moved to approve Fire and Safety Revolving Fund Manifest 01 in the amount of \$64.59. Second – K. Forrest; all in favor. MOTION CARRIED

#### V. APPOINTMENT

##### 1. Mindi Messmer, Governor’s Task Force Subcommittee: Coakley Landfill

In addition to Mindi Messmer, Governor’s Task Force Subcommittee, also present for this portion of the meeting were Jeff Barnum, Great Bay-Piscataqua Waterkeeper and Conservation Law Foundation; Robin Mongeon, DES; and Jim Murphy, EPA – Boston. M. Messmer discussed the importance of the inter-relationship between surface water and ground water; J. Barnum discussed the recent surface water testing in the area; R. Mongeon distributed a public statement from NHDES; and Jim Murphy answered a variety of questions from those present. Prepared statements were read by P. Sanderson, R. Mongeon, and J. Barnum (copies are on file).

#### VI. ADJOURNMENT

**MOTION:** J. McDevitt moved to adjourn at 8:55 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

#### NEXT MEETING

Monday, January 23, 2017 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, January 23, 2017