



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Tuesday, May 29, 2018 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Vaughan Morgan, Jim Rolston, Paul Sanderson

Staff: Karen Anderson – Town Administrator

Chair Sanderson opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

1. Reorganization of the Board

Chair Sanderson requested the reorganization of the Board. Due to additional responsibilities at work, he withdrew as Chairman. He will, however, act as meeting moderator upon request.

MOTION: P. Sanderson moved to nominate V. Morgan as Chairman and J. Rolston as Vice Chairman; upon request, P. Sanderson will moderate meetings. Second – J. Rolston; all in favor. MOTION CARRIED

I. APPROVAL OF MINUTES

1. Monday, May 14, 2018

MOTION: V. Morgan moved to approve the minutes of Monday, May 14, 2018. Second – C. Deorocki; all in favor. MOTION CARRIED

II. OLD BUSINESS

1. Coakley Update

K. Anderson reminded members that on Wednesday morning, June 06, 2018, she would be meeting with the City of Portsmouth and Underwood Engineers to review the engineers report for the water line on Breakfast Hill Road and the corresponding neighborhoods. It was her understanding that the work was complete, the pricing was done and the phasing was outlined.

On Thursday, June 07, 2018, there will be a community meeting regarding Coakley Landfill hosted by the City of Portsmouth, EPA, DES, and the Coakley Group members. Greenland has not officially been invited to the meeting, but K. Anderson will be attending. Questions can be submitted on Portsmouth's web portal; they will be typed and shown online. Questions can also be asked at the meeting.

2. Willowbrook Avenue/Great Bay Drive West

Willowbrook Avenue: An ARM Grant for the box culvert on Willowbrook Avenue was submitted. Money will not be awarded until the end of December. Chances are slim that Greenland will receive complete funding; K. Anderson was told to be prepared for partial funding. The Town will also need to apply for a new wetlands permit for the box culvert. Lyman will need to order the pipe for the regular culvert in order to stay on schedule. The Board needed to decide if the larger round pipe would be used (not perched but at level) or wait and apply for grant money to do the box culvert; it may also qualify for 319 Grant funds.

K. Anderson told the Board that Lyman was booked for the rest of the season, and it may be spring of 2019 before they could do the box culvert. She stated that the warrant article funding could be carried over to 2019 by a vote of the Board. P. Sanderson was unsure because it was extended once, and noted that the contract price couldn't hold. Underwood Engineers felt the larger pipe was sufficient and would work well; Eben Lewis, NHDES, was also confident it would work. Chair Morgan felt there were too many questions and the Board should move forward with repairs to Willowbrook.

MOTION: Chair Morgan moved to not go forward with the Town's application submitted for the ARM Grant and proceed as planned with reconstruction of Willowbrook Avenue. Second – C. Deorocki

Discussion: J. Rolston was in agreement with Chair Morgan, stating these type of things couldn't continue to be moved forward another year. Nancy Hagner, 57 Great Bay Drive West: Asked if the box culvert would have any bearing on the repairs to Great Bay Drive West. K. Anderson assured her it would not; it's already been contracted. Concerned about public safety, P. Sanderson was also leaning to proceeding. Underwood Engineers had told the Board that it was the number one priority in Town. It's a public safety issue that needs to be considered. C. Hussey stated there is a lack of communication between the Boards, Commissions, Committees, and employees. The Road Agent knew nothing about the Conservation Commission's request for a box culvert, and there was never any discussion. C. Hussey thought the issue would be resolved in August; however, if it's not until December, it would hold up the schedule.

MOTION: Chair Morgan moved to not go forward with the Town's application submitted for the ARM Grant and proceed as planned with reconstruction of Willowbrook Avenue. Second – C. Deorocki; all in favor. MOTION CARRIED

Great Bay Drive West: When the major culvert was replaced, it wasn't corroded or broken; there was a log that blocked the culvert and caused the failure. In that section, the repair work and partial skim coat has been done, and the culvert replaced in kind. Two other culverts are scheduled to be replaced. K. Anderson asked the Board if they wanted to proceed with the full project which would remove the culvert that was just put in and raise the road 12" making a bridge area for sea rise. The option was to continue the work that has been done by checking the other two culverts, have a camera test done and replace if needed or cleaned out, do the shoulders, pave and remove dead trees. K. Anderson asked the Board if they wanted to do the entire project (\$319,000) in preparation for sea rise.

Responding to a question from P. Sanderson, K. Anderson stated that if funds were taken from the Capital Reserve Fund for roads, there would be funds to do Willowbrook and Great Bay West. The lesser amount of work on Great Bay West would cost approximately \$50,000. The reconstruction and paving recently done was \$16,600.

Asked by Chair Morgan what Underwood Engineers recommended, K. Anderson responded she was waiting to talk to the Board before contacting them. Bourassa recommended checking the other two culverts before replacing them.

P. Sanderson opened the meeting to comments. Responding to Cheryl Strong, Strong's Landing, K. Anderson stated that there would be an overlay in the sections where there wasn't any pavement to dig up. P. Sanderson clarified that it would be full culvert repair without raising anything and without full pavement; K. Anderson added it would be similar to the first section. David Wolowitz, Great Bay Drive West, has spoken to Bourassa and the Town's Road Agent; both of them stated the repair wouldn't last a long time because paving was done over a dirt road. D. Wolowitz felt it would be putting off two problems: sea level rise and the road degrading. It should definitely be addressed. Leonard Schwab, Great Bay Drive West: he couldn't find either end of the culvert closest to Hagner's. It does leak or weep, but he was unable to locate it with his hand tools.

Chair Morgan stated that more information was needed from the experts. He didn't want to patch something and spend \$50,000 if it wasn't going to last more than a year. C. Hussey noted that regulations could change with new administrations, and recommended going forward with the approved plan. Responding to C. Deorocki's question, all permits were in hand. The project cost is \$319,000; the engineering cost for Willowbrook and Great Bay West was approximately \$50,000. K. Anderson stated that the right-of-way issue has almost been resolved. There is still discussion about the length of time for the easement for culvert maintenance.

P. Sanderson closed the public hearing and returned to the Board for discussion. Chair Morgan didn't want to do a "band aid" year after year, and wanted it done right the first time. C. Deorocki was in agreement, stating it was done for the cheapest amount hoping to get the permits sooner rather than later; the Town would only "burn up" \$16,600 compared to \$50,000. He was in favor of moving forward: the Town had the plans, permits, and money, and it would be done. Chair Morgan was in agreement with C. Deorocki. J. Rolston suggested it be contingent upon approval from Underwood Engineers. P. Sanderson added construction wouldn't be started until the Town received the right-of-way clearance.

MOTION: Chair Morgan moved to proceed with the full reconstruction project of Great Bay Drive West this summer in accordance with the existing and approved plan from Underwood Engineers, contingent upon final review by Underwood Engineers and receipt of right-of-way clearance in an amount not to exceed the contracted price. Second – J. Rolston; all in favor. MOTION CARRIED

K. Anderson told residents they would be notified when construction is started. When asked about the road name change, K. Anderson stated that Great Bay Drive East and West were not in this round, but would be next. East and West will become one name, and cannot include "Great Bay". Residents were referred to Chief Laurent with additional questions.

3. Other Old Business

Fire Department Roof: A bid was sent out for the Fire Department roof based on the warrant article; the structural engineer had estimated the cost at \$75,000. Bids were received for over \$125,000. Chief Cresta had a contractor look at the Fire Department roof for the possibility of a rubber roof. K. Anderson received an estimate of \$49,000.

C. Deorocki was on the roof with the contractor while core samples were taken from the foam. The foam wasn't soggy, but was dry-rotted; they weren't concerned with the pitch; they didn't feel the

rafter system to increase the pitch was necessary. They would remove the foamed second roof down to the corrugated metal, fill in the corrugations, insulate and then rubber roof over that.

The Board had the option to waive the bidding process. K. Anderson was unsure if there would be a better price or if anyone else in the area did that type of roof. C. Hussey strongly recommended that the roof be resealed every five years. He asked K. Anderson to look into the 20 year warranty. C. Hussey continued that the insulation value would make an unbelievable difference. Chair Morgan added he would like to know the resealing cost. K. Anderson will also check on a total system warranty and firm bid.

MOTION: Chair Morgan moved to table further discussion of the Fire Department roof until the next meeting. Second – J. Rolston; all in favor. MOTION CARRIED

Hillside Drive: There have been some drainage issues at the end of Hillside Drive close to the brook. A dye test was done recently to determine why one resident was getting water in his basement. The dye test indicated that the water was coming through the Town's drainage system; dye was in his basement from the Town's catch basin. A camera view of the drainage line was done to locate the problem. That showed an old pipe coming from the back yard towards the road (Newington Road, across over land) and has failed. That pipe was connected into the Town system. Underwood Engineers has recommended closing off that line; it's tied into the catch basin three houses up. It would be rerouted from that catch basin, across the street to the new system which goes kitty-corner through Meadow Lane to the Town's drainage easement to the brook. The water is clean.

K. Anderson recommended putting Anne's Lane and a section of Portsmouth Avenue on hold until a cost to repair Hillside Drive has been received; Hillside Drive is more of an emergency. The residence is located near Pickering Brook, and is one of the Town's outfalls for stormwater.

Recreation Buildings: C. Deorocki stated that the Building Inspector did a nice job with his report, and there was a lot of work to be done.

III. NEW BUSINESS AND ADMINISTRATIVE

1. Request to Use Town Property: Bandstand

The Greenland Historical Society has requested the use of the Bandstand for a fundraising event on Saturday, June 16, 2018. Set up for the BBQ would begin at 8:00 a.m., and clean up would be done by 4:00 p.m. In the event of rain, the BBQ will be moved to the Parish House.

MOTION: Chair Morgan moved to approve the use of the Bandstand by the Greenland Historical Society on Saturday, June 16, 2018, from 8 a.m. to 4 p.m. for a BBQ picnic. Second – J. Rolston; all in favor. MOTION CARRIED

L. Schwab noted it was a fundraiser to expand the Historical Society's treasury. The Greenland Vets donated \$500 which will be used for program development.

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

- Clear Gov: Chair Morgan had asked K. Anderson to research Clear Gov. They have a program that puts the Town budget into forms that are easily understandable; it also compares the budget to towns of similar size. Realistically, it can do nothing more than we can do ourselves; it's a matter of taking the data and creating the same kind of charts. The onboard cost is \$1,200; the annual fee is \$5,500. The annual fee includes the budget information being plugged into their formulas to update the pie charts. K. Anderson felt it wasn't worth the money; she does many of the charts that don't get distributed. Chair Morgan added this had been discussed by the Board several years ago. He has spoken to the company; their main objective is to make what goes on in Town politics much more explainable to the average lay person. Chair Morgan didn't think the Town needed that type of program.
- Breakfast Hill Road: The Coakley Landfill Group will be starting boring work and using electro-magnetic sensors in the area as part of the bedrock study that must be done.
- MS-4 Stormwater: The MS-4 regulations have been officially released and on June 01, 2018 will become effective. The Town will have 90 days to file a Notice of Intent. With permission from the EPA, they're trying to do a regional approach for many of the seacoast towns for the best management practices and education (example: the Coalition has done a video which can be linked to the website, and it will be counted as one of the required three education points). Chair Morgan questioned the additional cost to the Town every year. K. Anderson responded that it would include street sweeping for the MS-4 areas in Town (contracted); catch basins are currently cleaned once a year (\$3,500 per year); if any catch basins are at half-way or higher, they would have to be tracked and cleaned again that same year. K. Anderson anticipated the annual cost would be \$15,000. The Town is in compliance with the current permits and Ordinances.
- Regional Impact Project: The Board requested a letter be prepared notifying the Portsmouth Planning Board and Pease Development Authority that the expansion of Lonza should be considered a project of regional impact. That would give Greenland the opportunity to comment and participate in those hearings.
- Audit: K. Anderson reported that the audit last week went well. She gave "kudos" to Department Heads; there were no major problems. K. Anderson thought there may be only one write-up: the Library Trustees wrote checks payable to "cash"; an organization should never make a check payable to "cash".
- Town Office Building Trim: The work on the Town Office Building has been completed. K. Anderson was happy with the contractors and their work.

3. Abatement

The residents at 8 Sage Lane have requested an abatement for a 2017 assessment of a bonus room over the garage, which was not finished. This is similar to other abatements in that area.

MOTION: J. Rolston moved to approve the abatement request for the residents at 8 Sage Lane in the amount of \$263. Second – Chair Morgan; all in favor. MOTION CARRIED

4. Other New Business

Recycling: J. Rolston questioned how glass should be handled at the Transfer Station, adding it was cheaper to throw it out. Should the Town change its policy? K. Anderson responded that currently glass is recycled and not going into a landfill; it's sold and crushed. The major problem with recycling now is that there is no market for paper. The Town doesn't pay for recycling; however, is subject to pay if a load is contaminated. Contamination is caused by food products left in recycling (example: pizza left in a box that is put in recycling). EcoMaine recycles the Town's glass. She recommended the Town remain

with the current contract and remind residents to wash the glass and watch for food products in recycling. This may be an argument for no longer doing single stream recycling and going back to sorted. P. Sanderson suggested starting an educational campaign to inform residents about contaminating loads and prepare them for going back to sorting. K. Anderson has received flyers from EcoMaine about the do's and don'ts of recycling. The Town's MSW is taken to Covanta in Haverhill and incinerated. P. Sanderson recommended as the Town moves forward with new compactors at the Transfer Station, a new design be considered: recycling first and MSW last. Residents receive information when they register their vehicles; K. Anderson also prepares a welcome packet for new property owners.

Pease Air National Guard: The Town Clerk recently received a text message from the Pease Air National Guard Executive Officer on behalf of the Commander. They would like to host a visit of the Board of Selectmen to show how much they value the Town's support as well as to educate the Town as partners in their day-to-day operations in the event of a Statewide or national emergency. The day will be specifically tailored to Greenland, Portsmouth and Stratham; they would like to schedule it prior to July. The Board was interested in attending if it could be done on a weekend. Chair Morgan will contact the Executive Officer.

Paul Hughes: J. Rolston stated Paul Hughes' obituary wasn't in the paper because there's no Executor. He asked K. Anderson to confirm that was the policy. J. Rolston felt the Town Historian should have an obituary in the paper.

Town Green: C. Hussey has spoken to the Property Maintenance Supervisor about a bench on the Green by the Bandstand that has deteriorated over the last few months. Slats need to be replaced.

Rec Buildings: C. Deorocki requested that the report from the Building Inspector regarding the Rec buildings be included on the next agenda. C. Deorocki and J. Rolston were in agreement the Building Inspector did a good job on his report.

911 Road Changes: Chair Morgan stated he was in agreement with the 911 Committee regarding the proposed changes to be made at the meeting on Monday, June 11, 2018. There was a discussion about renaming roads.

IV. ACCOUNTS PAYABLE – THURSDAY, MAY 31, 2018

1. Payroll Manifest 11

MOTION: J. Rolston moved to approve Payroll Manifest 11 in the amount of \$50,116.75. Second – Chair Morgan; all in favor. MOTION CARRIED

2. General Fund Manifest 11

MOTION: J. Rolston moved to approve General Fund Manifest 11 in the amount of \$2,323,791.84 (School - \$2,205,184). Second – Chair Morgan; all in favor. MOTION CARRIED

3. Fire/Safety Manifest 04

MOTION: C. Hussey moved to approve Fire/Safety Manifest 04 in the amount of \$192.70. Second – Chair Morgan; all in favor. MOTION CARRIED

V. NON-PUBLIC SESSION [RSA 91-A:3(d)]

MOTION: P. Sanderson moved to enter into non-public session at 8:15 p.m. to discuss the opinion of legal counsel. Roll call vote: Chair Morgan, yes; C. Deorocki, yes; P. Sanderson, yes; J. Rolston, yes; C. Hussey, no. MOTION CARRIED

MOTION: P. Sanderson moved to return to public session. Roll call vote: Chair Morgan, yes; C. Deorocki, yes; P. Sanderson, yes; J. Rolston, yes; C. Hussey, yes. MOTION CARRIED

VI. ADJOURNMENT

MOTION: C. Hussey moved to adjourn at 8:25 p.m. Second – V. Morgan; all in favor. MOTION CARRIED

NEXT MEETING

Monday, June 11, 2018 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: