



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, October 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 Morgan opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken; it was announced a quorum was present and the meeting was being recorded.

I. APPROVAL OF MINUTES

1. Thursday, October 11, 2018

MOTION: P. Sanderson moved to approve the minutes of Thursday, October 11, 2018. Second – C. Deorocki; all in favor. MOTION CARRIED

2. Monday, October 15, 2018

MOTION: P. Sanderson moved to approve the minutes of Monday, October 15, 2018. Second – C. Deorocki; all in favor. MOTION CARRIED

3. Monday, October 22, 2018

MOTION: C. Deorocki moved to approve the minutes of Monday, October 22, 2018. Second – C. Hussey; four in favor, one abstain (P. Sanderson). MOTION CARRIED

II. OLD BUSINESS

1. Coakley Update

K. Anderson updated the Board that the 30 day time frame for the Coakley Landfill Group to have a permanent solution for the residential property on Breakfast Hill Road was running out. That property tested positive for the 1,4 Dioxane within the new limit. They are using bottled water, which is not considered a permanent solution. K. Anderson expected that a filtration system would be installed in their house because a water line could not be run in time. She received a call from Breakfast Hill Golf Club to let her know that Peter Britz was at their facility looking at their filtration system.

K. Anderson explained that when the EPA made the order, the CLG was given 30 days to find a permanent solution; bottled water was not considered part of that solution. If the deadline passes without a solution, they could be fined by the EPA; there are no options.

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P. Sanderson reported that on the Fish and Game side, test results were received from fish in Berry Brook. The fish from the hatchery were completely clean and had a non-detect. Among the native fish that were caught, there was some detection but well below established screening limits. A permanent rule for catch and release in Berry Brook has been enacted to prevent consumption of the fish.

2. Fire Department Building Committee Update

Bids were due today. K. Anderson reported that three bids were received: Ricci Construction, Martini Northern, and DeStefano & Associates. P. Sanderson added there will be a meeting of the Fire Department Building Committee on Tuesday, October 30, 2018 to review and score the RFP's.

3. Weeks Library Invoices for Approval

There were two separate manifests for approval. The bond proceeds have been received; the capital project fund has been established. Provident has extended the 1.86% interest rate currently on the Town's sweep account to the project account. Checks are on order. One manifest will be paid from the bond. The other manifest will be paid through the General Fund; a transfer will be done when the checks are available. All capital fund expenditures will show in that account.

P. Sanderson asked why the capital reserve wasn't being drawn before the bond was used. K. Anderson responded that can be done. Everything to date has been taken from the capital reserve fund. A capital fund will account for all expenditures; expenses from the CRF will show and deposits in from the Trust Funds will show. Reimbursements have been requested from the Trust Funds. P. Sanderson stated it would make sense to use the existing funds first before bond funds that the Town would be paying interest on. K. Anderson stated 100% of the bond proceeds had to be expended, and it was prudent to use the bond funds from this point forward.

P. Sanderson stated it was important the Town receive a copy of the architect's contract in case there is a question about the invoices complying with the contract. That request applied to anyone involved in the project (architect, construction manager, etc.). K. Anderson responded that documentation will be needed for the audit and she will request them.

Marcia McLaughlin, Library Trustee Chair: When the project first started, she was told (and under the assumption) that the bond proceeds had to be spent first. K. Anderson stated they don't have to be spent first, but must be spent in their entirety. P. Sanderson added it can't be spent for anything else.

Chair Morgan asked the number of trees removed; M. McLaughlin was unsure. He questioned why they dealt with Bauen Corporation and paid a fee rather than dealing directly with Pace Tree Service to save money. M. McLaughlin responded that the Building Committee would have to answer that question. The original contact was made to the tree removal service. Bauen brought in a crane for the safe removal of the trees. M. McLaughlin added that someone was needed on site to oversee the project, which was handled by Bauen; it was a valid expense.

MOTION: C. Hussey moved to approve payment of the invoice from Lavallee/Brensinger Architects in the amount of \$20,400.76 for the period September 01, 2018 through September 30, 2018. Second – J. Rolston; all in favor. MOTION CARRIED

MOTION: C. Hussey moved to approve payment of the invoice from Bauen Corporation in the amount of \$10,702 for tree removal. Second – J. Rolston; all in favor. MOTION CARRIED

4. Preliminary Budget Summary for Final Review

Changes recommended by the Board at the meeting on Monday, October 22, 2018 have been made. The overall budget increase is \$372,442; \$236,060 is the Library bond and interest. The remaining balance of approximately \$110,000 includes \$50,000 for snow removal and \$3,284 is wages at 2.75% for the Transfer Station and Property Maintenance Supervisor. The Fire Department is down \$682; the Police Department's increase is a significant increase at \$36,841 (predominantly the wage increase and does not include the School Resource Office); General Government increased \$41,328 and includes a full year of NH Retirement and health insurance for the three new positions that were added in 2017 (two fire, one police) as well as the 10.5% increase in health insurance. The overall increase is 8.3%; removing the Library bond brings the increase to 3.6%.

P. Sanderson stated that the variance between the Board's initial proposal and the default is \$341,000. He suggested working harder through the Budget Committee process to get the two numbers as close as possible in order to avoid a default budget. K. Anderson stated that the default didn't include the Library bond. Chair Morgan was in agreement with P. Sanderson and encouraged the Selectmen to attend the budget meetings. If the Board of Selectmen and Budget Committee both recommend the budget and warrant articles, the voters usually go along (generally speaking). K. Anderson stated that Debt Services in the default budget does not include the Library bond (\$93,024 is the Dearborn Road project). Debt Services is not factored into the default budget. The difference between the proposed budget and default budget is approximately \$105,000.

C. Hussey stated that the Rec Committee had discussed doing their mowing; however, money wasn't submitted to cover mowing. He suggested the Property Maintenance Supervisor be put back in charge of mowing all Rec fields; the Board was in agreement. In addition, there was \$12,000 for building repairs; C. Hussey suggested encumbering those funds. K. Anderson explained that was for the Krasko field building; those funds can't be encumbered until the Town has a contract. C. Hussey suggested that if the building wasn't going to be repaired, they look at replacing the scoreboard. K. Anderson reminded the Board that the \$12,000 was in a warrant article and had to be used for the building. It was noted that the funds will lapse without a contract.

John Penacho, Tidewater Farm Road: Questioned the payback for the LED lighting, which is very important. He would like to see the LED lighting as a warrant article; he doesn't want the money spent for any other purpose than the LED lighting. C. Hussey stated he didn't have a problem with a warrant article. K. Anderson will include the figures for the payback in the packets for the Budget Committee. P. Sanderson noted that the danger would be if the warrant article fails. He suggested highlighting LED lighting and talking to the Budget Committee regarding their preference. J. Penacho responded that as a member of the Budget Committee, he wanted it identified properly and the savings known. K. Anderson stated that the estimated annual savings will be \$3,547 for the Police Department; the payoff would be 34.5 months.

K. Anderson received a revised budget earlier in the day from the Library. Those changes were not included in the amended budget. The wages increased from 1.5% to 2.75%.

5. Liaison Reports

Library: J. Rolston reported that the trees are down. M. McLaughlin stated stumping will be done in the spring.

6. Other Old Business

P. Sanderson reminded Board members there is a meeting on Thursday night, adding Planning Board members will not be there due to their meeting the same night. K. Anderson noted it was a public meeting, not a public hearing and that seating is limited.

III. NEW BUSINESS AND ADMINISTRATIVE

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

Open enrollment for employee's health insurance is in process. Health insurance rates increased by 10.5%; dental insurance increased by 2.3%. An accurate number for health insurance will be available when all forms have been returned.

Lowe's has filed a timely request for an abatement of their 2017 property taxes. It was reviewed by the Town's commercial assessor and not recommended. Lowe's didn't submit an appraisal on their Greenland property; the abatement was filed based on an appraisal of their Seabrook property. It won't qualify to go to the Board of Land and Tax Appeal because they need an appraisal; it's been filed with Superior Court. The Town Attorney has filed his appearance.

The equalization study has been completed and submitted to DRA for their initial review. Based on the updated Town values, \$.01 on the tax rate is equal to \$2,550 in expenditure.

Chair Morgan commented the School is historically late about getting their information to DRA on time. K. Anderson stated she had sent them emails to move the process along. She was told in an email with the School Department on October 17, 2018 it was with the auditor being checked. It was finalized on Monday, October 22, 2018. The due date to DRA was September 01, 2018. K. Anderson will be able to work more closely with the Business Administrator in mid-August 2019 and remind her that the form is due September 01.

There was a brief discussion about the use of the parking spaces in front of the Library by the SAU.

2. Winters Farmers Market Requests

Two requests were received to sell alcohol at the Winter Farmer's Market at Rolling Green. Throwback Brewery would like to sell packaged beer products; Pup's Cider Company would like to provide samples and packaged products. Chief Laurent has reviewed the requests and recommended approval by the Board for both. Moat Mountain will be seeking approval shortly.

P. Sanderson noted Rolling Green Nursery operates under a Variance in a residential zone. He recommended review of conditions to the Variance before approval is granted. M. McLaughlin stated there a variety of items sold at the Farmer's Market that are not edible or plant based.

MOTION: C. Hussey moved to approve the requests of Throwback Brewery and Pup's Cider Company to sell alcohol at the Winter Farmer's Market at Rolling Green Nursery this winter contingent on review of the Variance. Samples may be available. Second – J. Rolston; all in favor. MOTION CARRIED

3. 2018 Equalization Municipal Assessment Data Certificate

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The 2018 Equalization Study has been completed and submitted to DRA for review. The equalization ratio, used for assessments and abatements, will be 95.9% (subject to confirmation by DRA); Greenland is currently at 83%. Towns need to be between 90% and 110%. The COD is at 6.75, which is excellent (it needs to be less than 10). The study indicates that the waterfront properties are running on the higher side: the median is 114%.

MOTION: J. Rolston moved to approve the 2018 Equalization Municipal Assessment Data Certificate. Second – C. Deorocki; all in favor. MOTION CARRIED

4. Tax Rate Setting

C. Hussey stated he personally wouldn't use any of the Unreserved Fund Balance; it's time residents actually see what they're spending and not burying it by using the fund balance. J. Rolston disagreed; it's going to be an amazing shock to some residents. Rather than giving them an object lesson, he suggested relieving them a little. P. Sanderson stated he didn't have enough information without knowing the potential warrant articles. He wanted to know how much could be done out of fund balance.

K. Anderson stated the decision needs to be made to set the tax rate. Moved from the budget to a warrant article to date: School Resource Officer (\$77,500); full-time grounds maintenance laborer (\$42,000); Police Capital Reserve Fund (\$2,000); establish a Capital Reserve Fund for the Police Station maintenance (\$10,000); Bayside Road (\$900,000; P. Sanderson felt it was underestimated); possibly the Fire Station.

Available in fund balance: \$1,826,870. 2018 Town Meeting expenditures: \$272,938; remaining to reduce taxes: \$1.5 million. The proposed warrant articles can be funded through the Unreserved Fund Balance without any impact (does not include Bayside Road and the Fire Station). The tax rate would be \$18.19 if there had not been a revaluation; there was a \$.70 increase in the Town rate and \$.84 in the school rate. There is limited growth, and therefore stable revenue, anticipated in 2019. The impact of the Library bond won't be noticed until the next tax rate. Overlay has been recommended at \$25,000.

C. Hussey asked why tax rate setting was behind. K. Anderson stated she didn't like to throw blame on anyone; however, the School's DO25 report was due September 01, 2018 and was actually filed October 19, 2018. It was incorrect and not finalized until October 22, 2018. Tax bills need to be out by November 01 to be due December 01; that may not happen this year.

P. Sanderson felt the cost would be closer to \$2 million to do Bayside Road properly. Chair Morgan asked that Underwood Engineering look at the work to be done on Bayside Road again.

Don Miller, Post Road: Asked if the Board of Selectmen were considering the increase in the Veterans exemption. Chair Morgan responded they would; K. Anderson added the impact will be approximately \$125,000. D. Miller recommended the Board allow \$750 and not \$1,000 due the impact on the tax rate. K. Anderson will add it to the draft list for the Board.

Without any funds from the Unreserved Fund Balance, the tax rate will be \$15.97; using \$150,000 the tax rate will be \$15.79; \$250,000 the tax rate will be \$15.68. For discussion purposes, P. Sanderson moved to use \$150,000 for tax rate relief. At \$15.79, the median increase will be \$512.85. C. Deorocki agreed with C. Hussey; taxes are going up. It seems like everything passes every time; now is time to

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pay the bill. He didn't feel sugar coating it and slicing it down until next year would do anything but band-aid it. Then you can see taxes going up and we're going to need a new fire station. There's no revenue coming in. J. Rolston felt residents would see it anyway. He didn't think there was any need to "slit the jugular". There is a happy medium. Chair Morgan was in agreement with P. Sanderson and J. Rolston as a show of good faith from the Board of Selectmen. K. Anderson noted there would be \$1.35 million remaining in the fund balance for emergencies.

MOTION: P. Sanderson moved to set the overlay for the 2018 tax rate at \$25,000. Second – C. Deorocki; all in favor. MOTION CARRIED

MOTION: P. Sanderson moved to authorize the use of \$150,000 from the Unassigned Fund Balance. Second – J. Rolston; four in favor, one oppose (C. Hussey). MOTION CARRIED

5. Other New Business

Chair Morgan updated the Board on a recent Stratham Board of Selectmen meeting. The Greenland Board of Selectmen and Planning Board had asked Stratham if they would like to join us in addressing the Rt. 33 corridor issue. Chair Morgan read the minutes from their meeting on October 01, 2018. They indicated that Greenland was anti-development at Pease, which is not true at all; therefore, they had no interest in joining Greenland in that type of forum. In response, Chair Morgan drafted a letter to the Stratham Board of Selectmen. He didn't want the residents of Stratham thinking Greenland was anti-development at Pease. They need to know Greenland wants to address the Rt. 33 corridor traffic problem. He would like the Planning Board to review the letter also. C. Hussey responded that they were definitely misinformed; even the article in the paper over the weekend was off base. Coleen Penacho, Tidewater Farm Road, agreed with C. Hussey. She stated that she didn't appreciate the comments from the Town Attorney; Chair Morgan and P. Sanderson were in agreement. P. Sanderson added there were comments from many others as well. He was concerned about members of the PDA being misled by those statements. He noted that due to turnpike funds, the other side of the base has received \$1 billion in funding; the Rt. 33 corridor has received zero.

The consensus of the Board was to send the letter drafted by Chair Morgan to the Stratham Board of Selectmen after review by the Greenland Planning Board. J. Rolston felt the funding spent north of Greenland should be "put out there" so people are aware. A Letter to the Editor was suggested as well as being involved in the GACIT process. K. Anderson noted the Planning Board attorney will be present at the Portsmouth Planning Board meeting on Thursday, November 15, 2018; Lonza is scheduled to be on the agenda.

IV. ACCOUNTS PAYABLE – THURSDAY, NOVEMBER 01, 2018

1. Payroll Manifest 22

MOTION: J. Rolston moved to approve Payroll Manifest 22 in the amount of \$59,461.43. Second – C. Hussey; all in favor. MOTION CARRIED

2. General Fund Manifest 24

MOTION: C. Hussey moved to approve General Fund Manifest 24 in the amount of \$7,250. Second – J. Rolston; all in favor. MOTION CARRIED

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3. General Fund Manifest 25

MOTION: C. Hussey moved to approve General Fund Manifest 25 in the amount of \$445,208.66 (School - \$350,000). Second – J. Rolston; all in favor. MOTION CARRIED

4. Capital Fund - Library Manifest 01

MOTION: J. Rolston moved to approve Capital Fund - Library Manifest 01 in the amount of \$31,102.76. Second – C. Hussey; all in favor. MOTION CARRIED

V. ADJOURNMENT

MOTION: C. Hussey moved to adjourn at 8:20 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Monday, November 12, 2018 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: