



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, November 26, 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; Ralph Cresta – Fire Chief

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. APPOINTMENT

1. Cemetery Update: Dave Gill, Chairman

Dave Gill, Cemetery Trustees Chairman, addressed the Board. Also present were Michele Kaulback and Bob Ellwood, Cemetery Trustees, and Alan Smith, Smith Farm. D. Gill updated the Board on the Cemetery Trustees activities, including cleaning and repairing headstones. They have also spent a great deal of time mapping lot locations, who is buried where, and how many lots are available. An online cemetery program has been purchased and will be available on the Town website. Trees have been cut back at the cemetery on Breakfast Hill Road. The Trustees have done lot price comparisons with neighboring towns; Greenland's pricing is in the middle. D. Gill updated the Board on the number of available lots. He projects there are enough casket lots available for the next 10 to 12 years.

D. Gill told the Board that Perpetual Care funds can only be used for Perpetual Care; that account has the most money. The Cemetery Fund can be used to purchase land, columbariums, etc. The balance in that account is \$89,516. D. Gill is proposing to change how the money received for lots sold is currently distributed; 50% goes to Perpetual Care and 50% goes to the Cemetery Fund. K. Anderson stated that until 2007, both funds were co-mingled into one. In 2008 it was separated, but it didn't appear to be 50/50. D. Gill, if the Trustees are allowed, would like to have 80% go to the Cemetery Fund and 20% go to Perpetual Care when a lot is sold. K. Anderson added that it earns approximately \$25,000 a year in interest. The Trustees of the Trust Funds can't transfer to the Town more than the actual cost of maintaining the cemetery lots under Perpetual Care. Approximately 50% of the cemetery lots are under Perpetual Care. On an annual basis K. Anderson looks at the average number of hours it takes the Property Maintenance Supervisor to do the cemetery, divides it in half, and requests a check from the Trustees of the Trust Funds.

Land on Post Road was initially set aside for a cemetery. There was an agreement made between the Board of Selectmen and Cemetery Trustees stating the land could be used for recreation fields. P. Sanderson stated that the land was purchased in the 1980's; the Town Administrator at the time assumed it would be a cemetery. K. Anderson added that factor was used to value the land for the gas

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line. P. Sanderson noted that in reality it was a gravel pit used as a stump dump that could never be used as a cemetery.

The land beyond the Chick property towards I-95 is available but there are wetlands. A previous Building Inspector looked at the parcel; the concern was if the land could be used as a cemetery due to the proximity of the well radius. It could be used for a human cemetery, but not a pet cemetery. The good land was so far down, that a wetlands bridge would be needed to get to the land. D. Gill stated he wasn't impressed with the location due to I-95 on the back side; he didn't feel it was a proper location.

The Cemetery Trustees are planning to place a columbarium in the Prospect Hill Cemetery using the \$89,000 in their Cemetery Fund. The cost is approximately \$30,000 per columbarium. Each columbarium contains 72 niches or 144 cremations; it should pay for itself.

An option for future casket burials is the purchase of land. D. Gill felt a viable option was the land located on Newington Road; it has approximately 300' of frontage. The cost would be \$556,000 for the eight acre lot. The land has good loam, can be leveled out, and has fill that could be used by the Town. D. Gill deferred to Alan Smith, Smith Farm, to answer any questions regarding the land purchase. Chair Morgan thanked the Cemetery Trustees for the work they do in the Town's cemeteries.

The land is not under any conservation easements. A. Smith stated that the land is owned by the farm limited partnership. Chair Morgan opened the meeting to public comments. Bob Krasko, Budget Committee, stated that John Chick is in the process of selling some land to the City of Portsmouth. He suggested that J. Chick approach the Board of Selectmen about purchasing his land for a cemetery. P. Sanderson added that Portsmouth has received a \$190,000 grant to purchase the land for water source protection.

Responding to a question from P. Sanderson, A. Smith stated test pits have not been done nor has it been surveyed. A. Smith explained they were selling a portion of their land to fund the building of a processing bottling plant on the farm. P. Sanderson explained test pits and a survey would need to be done; it would also have to go through the Planning Board as a subdivision. He suggested it could be brought forward this year as a proposed bond; the Town doesn't have money set aside to purchase land. The Town could work with the Charitable Trust Division and possibly a cy pres to change the allocation of some of the existing funds. Perpetual Care Funds could be used, in part, to fund additional cemetery purposes. This would be a repurposing towards additional cemetery land. K. Anderson suggested a warrant article to allocate funds to a Capital Reserve Fund towards the purchase of the land; next year would be a smaller amount. A Capital Reserve Fund would have little to no impact on taxes if taken from fund balance. P. Sanderson stated the cost could be \$600,000 and would include the survey, test pits, etc.

D. Gill told the Board that A. Smith has offered to work with the Town to purchase the frontage, and purchase the remaining acres over a period of time. P. Sanderson stated that if the Town established a Capital Reserve Fund, there would be time to go to cy pres; half the funds may be available right away. Responding to J. Rolston, A. Smith stated that all eight acres are useable with the exception of one corner (1/4 to 1/2 acre) that is wet; there are no trees on the lot.

Chair Morgan stated this should be dealt with sooner rather than later. C. Deorocki also felt this was a great opportunity. A. Smith offered to walk the property with Board members if they were interested. There being no further discussion from the public, Chair Morgan closed the public comment portion of the meeting and returned to the Board. P. Sanderson suggested D. Gill address the purchase of land

with the Budget Committee and possibly gain support for a warrant article this year. He also suggested that D. Gill talk with K. Anderson, C. Hussey and B. Krasko (Budget Committee Chairman) about how they would like the presentation made. The next Town Budget review will be Thursday, November 29, 2018. C. Hussey went on record as preferring a phased purchase. C. Deorocki commented that above and beyond for the Town, it's good for the Town to help Alan Smith downsize and upgrade, and keep it a dairy farm. That's huge; it keeps an active farm from disappearing.

II. APPROVAL OF MINUTES

1. Monday, November 12, 2018

MOTION: C. Deorocki moved to approve the minutes of Monday, November 12, 2018. Second – C. Hussey; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Coakley Update

Dennis Malloy, Van Etten Drive and State Representative, introduced Senator-elect Tom Sherman. Senator-elect Sherman reported that at the Legislative level there is a four year commission focused on Coakley and the water issues; an interim report has just been generated. The major conclusions are that the deep bedrock study should continue. The second issue to be decided legislatively is the surface water runoff into Berry Brook. Even though contaminated, it doesn't exceed EPA standards for surface water. Fish sampling shows there are significant levels of contaminants in Berry Brook. Senator-elect Sherman continued it was unacceptable to have high levels of contamination in Berry Brook.

Senator-elect Sherman stated that DES dropped their 1,4 Dioxane drinking water standard. The levels in the homes on Breakfast Hill Road and the golf course could see a significant increase in their concentrations; this is forcing Coakley into remediation. Coakley is providing bottled water and there are plans for remediation. Senator-elect Sherman has met with Rep. Malloy and Rep. Le to discuss municipal water vs. infiltration systems on Breakfast Hill Road; they would like to meet with the Selectmen. They don't feel Greenland should bear the cost of remediation.

Senator-elect Sherman concluded by stating there is likely to be legislation that will remediate, or ask for remediation, of the surface water in Berry Brook. There will also be more legislation on drinking water standards (DES has until January 2019 to set its standards).

J. Rolston asked for an update on the Breakfast Hill Golf Club; it was his understanding they weren't going to be able to open for rentals until the water situation was resolved. Senator-elect Sherman responded that was under the purview of DES; he would find out the status and report back to the Board. If the golf club could not open due to the water situation, the responsible party would be Coakley Landfill Group.

P. Sanderson noted that the report from Underwood Engineering hasn't been received. They are doing a study for the City of Portsmouth to determine the location of the water line and the cost. K. Anderson added that a preliminary draft report has been received; there were no numbers included. P. Sanderson stated that Portsmouth doesn't believe they should bear any of the expense because the levels don't exceed EPA standards. K. Anderson stated that Greenland can't apply for the grant through the Drinking

Water Groundwater Trust Fund because the Town doesn't own the water system; only Portsmouth can apply.

Chair Morgan thanked Senator-elect Sherman for his support.

2. Fire Department Building Committee Update

P. Sanderson reported that the Fire Department Building Committee met again to review the bidding process; one of the bidders thought the Committee may have scored their application incorrectly. After review, the Committee rejected the challenge. The Committee will continue with their recommendation of Ricci Construction as the design/build contractor; this was approved by the Board of Selectmen. Ricci Construction's next deliverable is a guaranteed maximum price, which is due Friday, December 07, 2018. The Committee is scheduled to meet with the Selectmen at their meeting on Monday, December 10, 2018 to recommend moving forward with the Budget Committee process as well as a bond hearing for the guaranteed maximum price. K. Anderson added the Building Inspector requested that the Building Committee meet at 6:30 p.m. on Monday, December 10, 2018 prior to the Selectmen's meeting.

K. Anderson told the Board they would need to decide at the meeting on Monday, December 10, 2018 if they were going to move forward with the bond hearing. A 10 day clear advertising period is needed to post the bond hearing; that hearing will be held on Thursday, January 10, 2019.

3. Fire Department – Chief Cresta

Chief Cresta has requested permission to deviate from normal policy to enter into discussions with prospective Fire Department employees. The Board received background information explaining the FLSA exemption.

Chief Cresta explained that he has a firefighter/EMT/medic who is interested in a full-time Captain position with the Fire Department. Chief Cresta stated that the individual has vacation time accrued at his current position and would like the Town to give him some vacation time if hired (he will lose some of his time once he resigns). K. Anderson stated that the Personnel Policy allows an employee to take vacation time in advance of their accrual. Chief Cresta asked if sick leave could be done the same way. P. Sanderson responded that because this is a non-union situation within a very small department, it would be possible to do an individual employee contract if the Board agreed. The theory is to give the Chief as much latitude as possible to negotiate an agreement that could be workable within the financial constraints of the Town. C. Hussey asked what happens if they leave before working a year. P. Sanderson responded it could be dealt with in the contract.

Chief Cresta stated in an 8 week cycle the 4 days on/4 days off schedule averages to 42 hours per week. He requested a payment of 42 hours per week; anything over the scheduled hours would be overtime. P. Sanderson responded that the Fair Labor Standards Act allows up to a 28 day pay period, which would reduce overtime. The pay period wouldn't be defined as 7 days and paying overtime at 40 hours; it can be averaged over the 28 day pay period, reducing the overtime exposure.

Chief Cresta stated there will only be one Captain and one Lieutenant hired full-time. Volunteers and per diem personnel are few and far between. P. Sanderson stated all of the issues combined were motivation to give the Chief maximum flexibility.

MOTION: P. Sanderson moved to authorize the Fire Chief to enter into discussions with prospective Fire Department employees regarding scheduling of time that deviates from the ordinary Town of Greenland

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Personnel Policy. Specifically, the Chief is authorized to discuss and conditionally offer scheduling that complies with Section 7(k) of the Fair Labor Standards Act for up to a 28 day work schedule. Second – C. Deorocki; all in favor. MOTION CARRIED

Chief Cresta told the Board that a member of the department lives out of town and stays overnight on his shift. He is getting a support dog that will stay with him on the overnight shifts and will be crated if there is a call. K. Anderson explained that it's an emotional support dog rather than a service dog. Documentation on file assists the person with an emotional support dog to obtain housing that doesn't allow pets; it doesn't require that it be at work. The dog should not be allowed in the ambulance. D. Miller stated there was a policy prohibiting dogs in the building. K. Anderson responded that the Board of Selectmen adopted a policy in 2005/2006 that animals were not allowed in the building, with the exception of service dogs. Responding to a question from J. Rolston, Chief Cresta stated that the individual will be able to perform his duties. Chair Morgan was concerned about the dog biting someone; Chief Cresta assured him the dog would be crated when other people were in the building. The dog is in a training program.

MOTION: P. Sanderson moved to grant the Fire Department a 60 day waiver on the "no animal policy", subject to further direction from the Fire Chief. If there is an issue, the Chief is authorized to take care of it immediately. Second – J. Rolston; four in favor, one opposed (C. Deorocki). MOTION CARRIED

4. Approval: Lavallee | Brensinger Architects Invoice

The invoice is for professional services rendered from October 01 through October 31, 2018 in the amount of \$12,947.72. Payment will be from the Capital Reserve Fund. P. Sanderson stated that the problem he had with approving payment was that he hasn't seen the underlying contract, and has no basis for evaluating the invoice.

Marcia McLaughlin, Library Trustee Chairman, stated the Library Trustees would like a written request for that information as well as a specific reason. She continued that the Selectmen have management of the land itself; the contract with the architect and Bauhen is for management of the project. She didn't believe the Selectmen had the authority of oversight in how the contract was written. P. Sanderson responded that he was making the request under the Right-to-Know Law as a citizen. It's a public document and they were expending public funds. As a Selectman, funds are being expended from a Capital Reserve Fund that is jointly managed. He would like to make sure the invoice is in accordance with the contract. Chair Morgan asked M. McLaughlin if there was a reason the Board couldn't see the contract. She responded she has tried to be non-confrontational with the Board when she has felt it's been very heavy-handed from the very first night of the vote. It feels like interference of the Trustees authority to manage their project. Chair Morgan stated that her comments were noted. They would like to see the contract as citizens. He felt the Board needed something to substantiate their vote to approve the invoices.

Chair Morgan added that he still had concerns including safety. M. McLaughlin spoke to the safety issue. Going to the Library before this meeting, she stated a fire truck would have to enter the wrong way with one vehicle parked in the corner. There was going to be a meeting scheduled with the Fire Chief and Police Chief. M. McLaughlin will provide the Board with a copy of the contract. Chair Morgan stated that just because something is wrong doesn't mean it stays wrong going forward.

J. Rolston took exception and stated if this stopped right now, nothing was going to change with the safety issues. C. Deorocki stated that people had gone off on a big tangent.

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MOTION: P. Sanderson moved to table payment of the invoice to Lavalley|Brensinger Architects in the amount of \$12,947.72 for the Weeks Library expansion for professional services from October 01 to October 31, 2018. Second – C. Deorocki; three in favor, two opposed (C. Hussey, J. Rolston).

Discussion: C. Hussey stated that the Board was asking the Library to provide information for Planning, Fire and Police, and the Board was shutting the money off. If he was the architect, he would stop doing work until he was paid. This has been happening since day one; no one at the table agreed with the project, but the citizens told the Board they wanted it. C. Deorocki responded that the Board wasn't saying they weren't going to pay the bill, they just wanted to see some documentation; you read the fine print before you sign anything. C. Hussey stated that Greenland is a bad risk on the project right now. P. Sanderson agreed with C. Deorocki's statement that the Board wanted to see the contract to make sure payments were made in accordance with the contract because they are jointly responsible for the expenditure of the capital reserve.

M. McLaughlin, referring to Attorney General Tom Donovan's suggestion that the Selectmen and Library Trustees get together about going to court to resolve the septic and property issues, told the Board that the Library Trustees have hired an attorney. He has been given all the background material on the project. She asked if the Selectmen had done anything to move forward on the issue. P. Sanderson responded that the Selectmen have not made any decisions; they didn't know what the Library was doing in the interim. M. McLaughlin stated they would like their attorney to work with the Town Attorney. P. Sanderson's response was that because the Town Attorney has worked with the Library, he may not be able to switch clients. The Town Attorney told the Library Trustees he can't work with them and recommended they hire outside counsel. M. McLaughlin asked the Board to discuss the issue and let the Trustees know their plans to work towards a resolution. P. Sanderson stated the Board would do their best to move the process along.

5. Liaison Reports

P. Sanderson reported that the Women's Club Craft and Pie Festival was a huge success and the off-site parking worked "like a charm". With the cooperation of landowners and the Town, parking worked.

Chair Morgan reported that on October 03, 2018, McDonald's honored two of members of the Police Department: Lieutenant Kurkul and Administrative Assistant Tretter. Officers have changed to a 10 hour day/4 days on/3 days off schedule with the exception of the Chief, Lieutenant Kurkul and Administrative Assistant Tretter. Fire arms training has been completed. Voluntary physical fitness testing has been completed. A surprise lock-down drill was held at the School in October.

6. Other Old Business

C. Hussey had asked the Building Inspector to look at the Fire Station about making repairs to the outside of the building. K. Anderson will email specifics to the Board; the cost is approximately \$52,000. He suggested a warrant article for the repairs.

IV. NEW BUSINESS AND ADMINISTRATIVE

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

Rails to Trails: K. Anderson will attend an RPC meeting December 11, 2018 to discuss (again) the Rails to Trails program. An offer has been made by the State to PanAm; a counter offer was made by PanAm.

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The State would like input from the communities; each community will have to sign an agreement and make a commitment to funding (\$176,000).

BTLA – ABC Portsmouth, LLC: 437 Portsmouth Avenue had filed a 2017 abatement request for property taxes. The original abatement was unsigned; K. Anderson received a duplicate copy that was signed two weeks after the deadline. In her report to BTLA, K. Anderson noted that the request was unsigned by the deadline. A hearing was scheduled to determine if the appeal should be dismissed because of the irregularities on the signature. K. Anderson received a letter from ABC Portsmouth that they had withdrawn their appeal.

Comcast: The Town Office internet and email was not operational for over 24 hours the week before Thanksgiving; the phones were working. The IT Specialist was very helpful in getting Comcast to fix the problem; residents were very understanding and patient. The staff was also great during that down period.

Tax Bills: The average increase was \$512. Many residents were questioning why their bill increased if the rate went down. K. Anderson wrote an article explaining the increase, highlighting the three new positions in the Town and the School costs. It is posted on the website and Face Book page.

2. Hiring of Town Administrator

Chair Morgan stated that prior to becoming a Selectmen he attended the Selectmen's Institute. One of the things participants were taught was protocol as a Selectman. He felt it galvanized them as Selectmen: if one Selectman wanted to add something to the agenda, it should be discussed with the Chairman of the Board; he ultimately has the final say on the agenda. That way there isn't redundancy and the right hand knows what the left hand is doing. Chair Morgan had asked P. Sanderson to contact MRI and do exactly what C. Hussey had done. C. Hussey responded that he went to the liaison since Board members hadn't heard anything. Chair Morgan continued that contacting the Chairman is a cohesive effort for the entire Board.

The Board received an informational packet from Municipal Resources Inc. Their services would cost \$5,500 plus advertising. The process includes interviews, essays, basic background checks, and bringing the top five candidates to the Board; the Board would then select the top three candidates. The top three candidates could be in front of a community interview panel with the Board. A complete background check of the top candidate is available for an additional \$1,000.

P. Sanderson added that the estimated time frame is 90 to 120 days to complete the process. He asked Alan Gould, MRI, about a possible interim Town Administrator; A. Gould is checking to see who might be available. A. Gould told P. Sanderson that whoever might be selected may not have the same financial capabilities of K. Anderson. A CPA may have to be brought in to file the MS forms required after Town Meeting; there would be a cost for filing the forms. K. Anderson offered to be available to prepare and file the forms.

Chair Morgan asked if the cost should be discussed with the Budget Committee. P. Sanderson responded that normally the interim person is not full-time; it would be two to three days per week as needed on an hourly basis. He continued that if the process was started now, there would possibly be 60 days of interim service needed. It would require a couple days per week, getting to Deliberative Session and Town Meeting.

D. Miller asked if a salary was established in the proposed budget for a Town Administrator; if no one is in place, could that salary be used to cover these expenses. P. Sanderson responded “yes”. Chair Morgan felt it was necessary to project the cost and bring it to the Budget Committee. P. Sanderson suggested \$500 per day/two days per week. K. Anderson added it was a quiet period and why she agreed to stay through the public hearing. The Budget Committee normally finishes at the public hearing; posting the budget will be done the next day. Normally nothing happens between posting the budget and Deliberative Session. Boards also don’t usually take any big actions because they want to wait until a new Board is in place. C. Hussey asked K. Anderson if she would be interested in staying until Deliberative Session to maintain the continuity. She responded “not on a full-time basis”.

Chair Morgan asked if presenting \$15,000 to the Budget Committee would be appropriate; P. Sanderson agreed. K. Anderson stated because the process would be started in 2018, the \$6,500 is available in the current budget; \$10,000 would be needed in 2019.

MOTION: C. Hussey moved to approve the hiring of MRI to manage the search for a Town Administrator in the amount of \$6,500. Second – P. Sanderson; all in favor. MOTION CARRIED

It was clarified that \$6,500 would cover the cost of the search and background check; the \$1,000 for advertising would be paid directly by the Town (clarified by K. Anderson).

3. Annual Policy Review and Approval

Chair Morgan noted it was important for Town personnel to understand the indemnification policy. K. Anderson added that while personnel can be sued, they are indemnified. J. Rolston questioned P. Sanderson on the exception to that: should the Town’s Representative be instructed to pursue legislation to take that away. He didn’t feel it was fair to people volunteering to risk being sued. P. Sanderson explained that personnel were indemnified as long as they were acting within the scope of their position or without malicious intent.

K. Anderson clarified that most of the policies need to be reviewed periodically, others annually.

The Capital Assets and Depreciation Policy has been updated based on recommendations by the auditors (Plodzick and Sanderson). Inventory was being based on items of \$1,000 or more. Reasonable limits have been set on what is inventoried and capitalized or depreciated.

MOTION: P. Sanderson moved to approve the Capital Assets and Depreciation Policy as recommended by Plodzick and Sanderson. Second – C. Deorocki; all in favor.

The Fund Balance Policy establishes a key element of the financial stability of the Town by setting guidelines for the fund balance. It provides cash flow liquidity for the Town’s general operations.

MOTION: C. Deorocki moved to approve the annual Fund Balance Policy. Second – P. Sanderson; all in favor. MOTION CARRIED

MOTION: J. Rolston moved to approve the annual Investment Policy. Second – C. Hussey; all in favor. MOTION CARRIED

MOTION: C. Hussey moved to approve the annual Indemnification Policy. Second – J. Rolston; all in favor. MOTION CARRIED

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MOTION: P. Sanderson moved to approve the Purchasing Policy as recommended by Plodzick and Sanderson. Second – C. Deorocki; all in favor. MOTION CARRIED

4. 2018 Encumbrances

Two requests for encumbrances were received: repairs to the Snack Bar at Krasko Field (\$4,100 - warrant article) and a college course for Officer Young (\$665.50 – Staff Development). J. Rolston asked K. Anderson about the funds for the 300th Anniversary Committee: the donations do not lapse; a contract or invoice will be needed to encumber the money in the budget.

MOTION: C. Hussey moved to approve the requested encumbrances for repairs to the cement building at Krasko Field in the amount of \$4,100 and the college course for Wayne Young in the amount of \$665.50. Second – J. Rolston; all in favor. MOTION CARRIED

5. Veterans Credits

MOTION: P. Sanderson moved to approve the Veterans Credit in the amount of \$500 for the resident at 28 Cherry Hill Drive, effective in 2019. Second – C. Deorocki; all in favor. MOTION CARRIED

MOTION: C. Hussey moved to approve the All Veterans Credits for the residents at 11 Spring Hill Road, 46 Barrett Farm Drive and 86 Boxwood Path in the amount of \$500 each, effective in 2019. Second – J. Rolston; all in favor. MOTION CARRIED

6. Winter Farmers Market

MOTION: J. Rolston moved to approve the request of Mountain Music Winery to sell and provide samples of their product at the Rolling Green Winter Farmers Market. Second – P. Sanderson; all in favor. MOTION CARRIED

7. Next 911 Phase

The next phase is Maple Drive and Maple Drive Extension. The numbers in Maple Drive Extension are duplicates of Maple Drive, creating mail/package delivery issues. Residents have made complaints.

MOTION: C. Deorocki moved to approve the next phase of the 911 process as recommended by Chief Laurent. Second – C. Hussey; all in favor. MOTION CARRIED

8. Other New Business

C. Deorocki stated that last year Jim Jones, snow plow contractor, had requested power to the telephone pole out back so he wouldn't have to plug his trucks in using extension cords. C. Deorocki noted it hadn't been done yet. It was on the books for last year and is on the board at the end of the hallway. If it isn't done and a new job is done, especially with all the rain, he's blowing breakers; extension cords get expensive and are run over. It's something that needs to be done—soon. K. Anderson added that the Property Maintenance Supervisor had talked to Maldini Electric. Chair Morgan asked that this issue be followed up with Maldini and the Property Maintenance Supervisor sooner rather than later. C. Hussey requested that Maldini Electric be reminded the sensor for the flag pole light was burned out.

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Chair Morgan received a letter from the Stratham Board of Selectmen, and they are willing to work with Greenland on the Rt. 33 corridor. The letter that was sent to them did some good.

Chair Morgan recommended that the sealed minutes of non-public meetings be reviewed and unsealed. He asked Board members to review the sealed minutes; K. Anderson has the group of sealed minutes. Minutes can remain sealed until that purpose is no longer necessary.

The meeting on Monday, December 24, 2018 will be held at noon to sign manifests.

V. ACCOUNTS PAYABLE – THURSDAY, NOVEMBER 29, 2018

1. Payroll Manifest 24

MOTION: P. Sanderson moved to approve Payroll Manifest 24 in the amount of \$99,005 (Fire Chief Stipend - \$35,000). Second – C. Deorocki; all in favor. MOTION CARRIED

2. General Fund Manifest 27

MOTION: J. Rolston moved to approve General Fund Manifest 27 in the amount of \$1,126,381.03 (School - \$200,000; Elderly Deferrals - \$14,544; Rockingham County Tax - \$785,564). Second – C. Hussey; all in favor. MOTION CARRIED

3. Capital Fund - Library Manifest 03

MOTION: C. Hussey moved to approve Capital Fund - Library Manifest 03 in the amount of \$15,364. Second – J. Rolston; all in favor. MOTION CARRIED

The invoice for Lavallee | Brensinger was removed and deducted from the total.

VI. ADJOURNMENT

MOTION: J. Rolston moved to adjourn at 9:05 p.m. Second – C. Deorocki; all in favor. MOTION CARRIED

NEXT MEETING

Monday, December 24, 2018 – Noon, Town Hall Conference Room (Manifests Only)

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: