



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Tuesday, September 03, 2019 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Rick Hussey, Jim Rolston

Members Absent: Steve Smith

Also Present: Matthew Scruton - Town Administrator

Chair Hussey 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 live streamed and recorded.

I. PUBLIC COMMENTS

Individuals wishing to speak must sign in prior to the meeting. Time limit: 3 minutes per individual. The total time allotted shall not exceed 20 minutes, unless extended by the Board.

1. Historical Society – Leonard Schwab

Leonard Schwab, 103 Waters Edge and President of the Greenland Historical Society, addressed the Board. Creating a historic district, to protect historic properties, was discussed at a recent meeting of the Historical Society's Admin Committee. L. Schwab suggested that a committee be formed with representatives from the Board of Selectmen, Planning Board, Historical Society and other interested individuals to explore the possibility of creating a Historic District Overlay.

II. APPROVAL OF MINUTES

1. Monday, August 19, 2019

MOTION: C. Deorocki moved to approve the minutes of Monday, August 19, 2019. Second – R. Hussey; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Coakley Update

There was no update available.

2. Weeks Library Update

The Board received items of information that were forwarded by Attorney Loughlin, Town Attorney, regarding building material requirements for the Library addition. Attorney Loughlin has filed a Joint

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Request for Final Approval and a Joint Proposed Order with the Rockingham Superior Court. Underwood Engineers has received approval from the State for the septic system.

3. MS-4 Update

M. Scruton has been working with the Rockingham Planning Commission on the Town's MS-4 Stormwater Requirements. They will be assisting Greenland with completing the necessary paperwork. As part of the MS-4, culverts must be cleaned and streets with granite curbing swept if they are within the required area. A map was available that showed the areas exempt from the MS-4 requirements and where it was required. Private roads and State roads do not need to be done. Most of southern Greenland is exempt from the reporting requirements; however, M. Scruton will have the basins cleaned. Reporting requirements include the quantity of materials removed from the basins and the sand that is swept.

The street sweeper is contracted for a minimum of four hours. Based on the limited number of roads with granite curbing, they may not be needed for entire time. M. Scruton asked the Board for recommendations on additional roads that may need to be swept. The MS-4 requirements will need to be separated from other sweeping.

M. Scruton is planning to get the work started this week. The MS-4 deadline is the end of the month.

4. CIP

At the meeting on August 19, 2019, Chair Hussey mentioned several items that he would like to see addressed for the CIP (highway, Transfer Station, and other areas). M. Scruton asked the Board if they had any other suggestions, adding there would be more opportunities to add items. The idea was to start saving for capital items so there wasn't a large spike in the tax rate. The CIP is a good tool if it is utilized well. Petitioned warrant articles could also be submitted that would affect the planning if it was not part of the CIP process. Community involvement is important.

C. Deorocki stated that sidewalk repairs, maintenance to Town buildings and band stand replacement is way too much. Chair Hussey agreed, adding it should have been started 10 years ago. He was hoping a group in Town would take over the band stand project. Structurally, there may be problems in the future; several years ago it was given a life span of five to ten years.

5. Other Old Business

Chair Hussey reminded members there were a couple of issues in the Personnel Policy that needed to be addressed. At the next meeting, he would discuss policies for Intellectual Property and Use of Town Equipment. He would also like input from Chief Laurent and Chief Cresta.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Weeks Library Trustee Resignation

Stephanie Jaggars, Weeks Library Trustee, has resigned her position due to personal reasons. Marcia McLaughlin, Library Trustees Chairman, stated the Library Trustees have accepted her resignation. She requested the Selectmen appoint Libby Elwood until March 2020. She will need to be sworn in by Marge Morgan, Town Clerk.

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MOTION: J. Rolston moved to approve the resignation of Stephanie Jaggars as a Weeks Library Trustee and appoint Libby Elwood as a Weeks Library Trustee, term to expire March 2020. Second – C. Deorocki; all in favor. MOTION CARRIED

2. Weeks Library Trustee Appointment

See Item “1” above.

3. 2020 Budget

A budget schedule was included in the Board informational packet. M. Scruton has asked department heads to submit budgets to him by Friday, September 20, 2019. He did not put a cap on budgets; he wanted to see what department heads felt they needed. Cuts could be made as the Board felt necessary. This will allow the Board to see what the department heads needed to be successful in their roles and what they felt the community needed.

4. Other New Business

M. Scruton reminded the Board there would be an Emergency Management meeting on Wednesday, September 04, 2019 at 9:00 a.m. and 7:00 p.m. Members did not need to attend both meetings.

M. Scruton received an application for appointment to the NH Seacoast Commission on Drinking Water from Dennis Malloy (copy on file). It had been posted that any interested resident may apply; D. Malloy was the only applicant.

MOTION: R. Hussey moved to appoint Dennis Malloy to the NH Seacoast Commission on Drinking Water. Second – J. Rolston; all in favor. MOTION CARRIED

5. K-9 Willow the Comfort Dog

M. Scruton introduced Willow, the Police Department comfort dog, to the Board. Lt. Dave Kurkul informed the Board that Willow is 12 weeks old and is mostly a Golden Retriever. The Police Department has had her for one to two weeks. Willow was part of a group of dogs that was seized from northern New Hampshire. Willow was checked by a dog behaviorist and found to be compatible as a comfort dog; she is very low key. The Police Department felt it would benefit the Town, and Chief Laurent was able to acquire her. With Board approval, Willow will become a comfort dog. Basic obedience training is needed; she will then go to more advanced training. All costs have been donated; the Greenland Veterinary Clinic has offered a 20% discount. Veterinary bills will also be covered by donation; Tractor Supply was generous enough to feed Willow. Big expenses have been covered. Willow will live at the Police Department. Currently, she is going home with someone at night; however, plans are for her to stay at the Police Department when she is older. She will be spayed and has received all her shots; the cost to spay has been donated.

M. Scruton stated there is a policy of no dogs in Town buildings. In the past, the Board has waived the policy under special circumstances. Lt. Kurkul requested the Board approve and accept all donations for Willow's care and training, eliminating the need to return to the Board. He noted that donations for her care and training will be a separate line item.

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MOTION: J. Rolston moved to waive the policy of no dogs in Town buildings only for Willow as a comfort dog. In addition, all donations made to the Town for Willow's care and training are approved and accepted. Second – R. Hussey; all in favor. MOTION CARRIED

V. ACCOUNTS PAYABLE – THURSDAY, SEPTEMBER 05, 2019

1. Payroll Manifest 18

MOTION: R. Hussey moved to approve Payroll Manifest 18 in the amount of \$57,210.80. Second – J. Rolston; all in favor. MOTION CARRIED

2. General Fund Manifest 18

MOTION: J. Rolston moved to approve General Fund Manifest 18 in the amount of \$506,017.58 (School - \$400,000). Second – R. Hussey; all in favor. MOTION CARRIED

The invoice for cemetery mowing was withheld. The Selectmen have requested invoices be reviewed and authorized by the Cemetery Trustees several times; it has not been done. The minutes from the Cemetery Trustees meeting authorizing mowing to be done was attached.

3. Police Special Revenue Manifest 01

MOTION: R. Hussey moved to approve Police Special Revenue Manifest 01 in the amount of \$161,399. Second – C. Deorocki; all in favor. MOTION CARRIED

VI. NON-PUBLIC SESSION

1. RSA 91-A:3, II(c)

MOTION: Chair Hussey moved to enter into non-public session at 7:28 p.m. Second – C. Deorocki; all in favor. Roll call vote: C. Deorocki, yes; C. Hussey, yes; R. Hussey, yes; J. Rolston, yes. MOTION CARRIED

MOTION: Chair Hussey moved to leave non-public session and return to public session. Second – C. Deorocki; all in favor. Roll call vote: C. Deorocki, yes; C. Hussey, yes; R. Hussey, yes; J. Rolston, yes. MOTION CARRIED

VII. PUBLIC SESSION

MOTION: Chair Hussey moved to seal the minutes of the non-public session. Second – R. Hussey; all in favor. MOTION CARRIED

Other Business

MOTION: Chair Hussey moved that all charges in place that the Cemetery had for maintenance come from their Contracted Services line and not wages. Second – C. Deorocki

Discussion: If the Cemetery Trustees would like to have money moved to a different line, they will need to discuss it with the Board of Selectmen.

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MOTION: Chair Hussey moved that all charges in place that the Cemetery had for maintenance come from their Contracted Services line and not wages. Second – C. Deorocki; all in favor. MOTION CARRIED

VIII. ADJOURNMENT

MOTION: C. Deorocki moved to adjourn at 7:58 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Monday, September 16, 2019 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Administrative Assistant

Approved: 