



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

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

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

1. Eagle Scout Project: Matthew Reuss, Laura Byergo – Conservation Commission Chairman

Matthew Reuss, Eagle Scout, approached the Conservation Commission to do a project using Thompson Brook. He is proposing to build a small bog bridge and do signage for the Thompson Brook Trail. His project was recently approved by the Scouting Board. He will be doing fund raising for the project.

M. Reuss is with Troop 164 in Portsmouth. His project will be to complete a loop of the Thompson Brook Trail. Five bog bridges will be installed, mulch will be put down to help prevent erosion, railing will be installed to keep hikers off the portion of the trail that was cut too low, and a trail sign to keep hikers off private property will be installed. M. Reuss is in the final stages of planning; fund raising is planned to start in two weeks.

J. Rolston and C. Deorocki agreed the project sounded good. C. Deorocki asked when M. Reuss would start the project; M. Reuss responded “one to two weeks after that”. C. Deorocki asked if there was anything the Board could do to help. M. Reuss stated he can’t get funds directly from the Conservation Commission but anyone who has a business with supplies or materials that might be used for the project could make a donation; donations of money would be helpful. All donations would go to the troop and be disbursed. J. Rolston suggested reaching out to the Greenland Vets, Greenland Lowe’s and Tractor Supply.

Marcia McLaughlin, 47 Nantucket Place: Suggested they also approach the Greenland’s Women Club; they have always sponsored Boy Scout projects.

C. Deorocki noted that the meeting was being live streamed so everyone watching would be aware.

MOTION: J. Rolston moved to approve the Eagle Scout project proposed by Matthew Reuss along the Thompson Brook Trail. We understand he will build small bog bridges and signage, and he will be raising funds for the project. Second – S. Smith; all in favor. MOTION CARRIED

DRAFT: SUBJECT TO CHANGE

2. Conservation Easement: 681-683 Post Road

Wally Berg would like to place his property in a conservation easement. Southeast Land Trust also helps administer conservation easements. Steps can be bypassed by going to the town directly and asking them to hold the easement directly. W. Berg is asking the Town to hold a conservation easement on the property to prevent development at 681-683 Post Road. The proposal is outlined in a letter included in the Board information.

W. Berg has been in contact with Attorney Loughlin, the Town's attorney; he is representing W. Berg. Town funds are not being used. If the Board wanted to pursue this, the Town would hire a different attorney. Attorney Loughlin contacted M. Scruton to ask if he could represent W. Berg; M. Scruton stated it would be fine and the Town would hire another attorney to do the final review if the Board wanted to go in that direction. Attorney Loughlin would like the Board to provide feedback: are they agreeable to the Town accepting the conservation easement.

J. Rolston stated there was an issue several years ago regarding the back portion of W. Berg's property and a right-of-way. He questioned how a conservation easement would affect that. Chair Hussey stated that the right-of-way ran into Don Cook's right-of-way. W. Berg was looking for help from the Town with that issue. Chair Hussey thought they worked it out. J. Rolston stated he would like to see that resolved before the conservation easement was approved by the Board. S. Smith stated that D. Cook is before the Planning Board to subdivide the property next door into two lots. He questioned the buffers and setbacks for that proposed project and thought it may be W. Berg's concern.

M. Scruton will contact Attorney Loughlin with the Board's concerns. Laura Byergo, Conservation Commission Chairman, stated W. Berg wasn't clear how much land would be included in the easement. She continued that if the Town was going to accept the easement, there should be a stated access point to monitor the easement. Chair Hussey responded they would have access through the driveway.

II. PUBLIC COMMENTS

There were no public comments.

III. APPROVAL OF MINUTES

1. Tuesday, September 03, 2019

MOTION: C. Deorocki moved to approve the minutes of Tuesday, September 03, 2019. Second – R. Hussey; four in favor, one abstain (S. Smith). MOTION CARRIED

IV. OLD BUSINESS

1. Coakley Update

There was no update at this time.

2. Weeks Library Update

There was no update from the court. The Board received a copy of the Town Attorney's correspondence with the architect regarding the roof replacement. The project is not bound by previous L-Chip funding; there was no L-Chip so they are not held to a higher standing as some historic properties are. They will have more flexibility with the roof replacement while making it clear which

portion of the building is historic and which is new; they want to preserve the historic aspect while “marrying” the two buildings.

3. Capital Improvement Plan (CIP)

The CIP forms have been submitted by department heads and Boards to the Planning Board; the Selectmen received copies of the CIP forms. Chair Hussey explained that the CIP was the Capital Improvement Plan for items over \$25,000 that the Town wanted to save for over a period of time in an effort to keep the tax rate flat.

The Board of Selectmen CIP proposal was submitted by Chair Hussey. He questioned S. Smith, the Board’s representative to the Planning Board, if there was confusion about Item 2 – “Town Equipment Capital Reserve Fund” and “Transfer Station Equipment Capital Reserve Fund”. There could be changes when the contract for streaming/recycling expires; another compactor or container may be needed. There are no plans to purchase any equipment for the Town. Those funds would be transferred over so if there is a problem next year money would be available.

Item 5 – “Pedestrian Engineering Expense Capital Reserve Fund” would be strictly engineering. The hope is if the Town is shovel ready, a federal grant may be available to get the pedestrian walkway on Rt. 33 done.

Item 6 – “Town General Road Maintenance Capital Reserve Fund” of \$500,000 was recommended by a study commissioned by the Town five or six years ago and was never done. The roads needed to be returned to a safe condition.

Item 8 – “Municipal Parking Lot Capital Reserve Fund” would be used for improvements to the intersection near the Library and could be stretched into a longer period of time, possibly five or six years. The parking lot won’t be the expense; it will be the road. J. Rolston asked Chair Hussey to explain the location of the proposed parking lot. There is a green area on the right on Church Lane; the plan is to go into that area 25 ft. for parking and to connect to the sidewalk. That would give the Library parking as well as parking for other activities. There are also thoughts of closing down Church Lane and creating parking. M. Scruton stated the Board needed to decide what direction they wanted to go with the parking; nothing has been approved at this time. There are a number of different options; the Board may decide not to do anything. M. Scruton felt it was a reasonable estimate for that type of project. C. Deorocki stated that for the record, he was against that and felt it should be removed. Some of that should come out of the Library fund. It seems like we’re giving them a free parking lot there, giving free parking to the Church; municipal for what services? What actually happens to make it a municipal benefit other than Church goes and Library goes? Chair Hussey responded School goes if there’s a function there. C. Deorocki asked how many parking spaces. Chair Hussey responded Jim Marchese, Building Inspector, has created several options; however, DOT Division 6 must let the Town make the changes. C. Deorocki did not support this project at all, for the record. J. Rolston stated for the record that he supported it. He felt it was something the Town was going to need to solve a lot of problems. Chair Hussey stated there is a drainage issue there and some road work that needs to be done. Town gravel (in storage at the Transfer Station area) will be used. M. Scruton added the engineer has been contacted to provide a preliminary budget figure; it could fluctuate when it goes out to bid.

S. Smith told the Board that the Planning Board reviewed some of the proposals. Item 2 – What equipment was being discussed? Chair Hussey responded that a new backhoe had been discussed in the past. Recycling was also an unknown. Item 4 – “Public Works Building Repair Capital Reserve Fund”: which building? The intent was the building out back, not next door. Item 5 – Pedestrian bridge on Rt. 33 is a State project. Item 6 – “Town General Road Maintenance Capital Reserve Fund”: was the

amount \$500,000 per year, or was it going to be extended over several? Chair Hussey stated the recommendation was \$500,000 per year; the Town needs to catch up with repairs. Bayside Road is the largest road in Town. The \$1.5 million may not be done but rather a skim coat and replacing culverts. M. Scruton added they may need to tap into the current CRF for road maintenance this year to cover some of the overages on Waters Edge. Item 7 – Price of the air conditioning/heating system: an RFP will need to go out; shelves will also have to be removed, walls painted, etc. Item 8 – Municipal parking: previously discussed. Item 9 – Fire Station bond for 2024: John Ricci will be at the next Fire Department Building Committee meeting and have an updated budget for 2020 and/or 2021. Item 10 – Expansion/Reconfiguration of Town Hall: what would be the expansion and cost? Is it considered a capital improvement? Chair Hussey responded it would be over \$25,000. Item 11 – “Outbuilding Replacement Capital Reserve Fund” for the gazebo, band stand, rec buildings: Item 1 is a capital reserve fund for Town buildings. Are those buildings considered Town buildings? Does that go back to Item 1? There was also a question on the amount of \$10,000.

J. Rolston questioned Item 10 (expansion/reconfiguration of the Town Hall). We’re going back to the School not allowing voting while in session. He asked to have that resolved before putting aside money. Chair Hussey responded he would like to see it resolved. If they were in session, the voting could be moved into the gym. Some of it has to be a give and take on their side; if they were not willing, nothing could be done. He was looking out for the welfare of the children. Police officers could be stationed at the doors. J. Rolston felt there had to be a better solution than expanding the Town Hall to cover voting. Chair Hussey stated the other option would be to clean out the Fire Station when the new one is built and have it in there.

The Cemetery Trustees did not anticipate any requests; Conservation Commission did not submit any requests; Library had no anticipated requests; the Police Department submitted a new roof; Recreation submitted to repair/replace, upgrade, add new, improve the quality and expand the fields; Town Clerk did not meet the criteria. The School submitted requests for roof replacement on the gym and 2004 section, an additional classroom, replacement of vanities, and increasing the size of a room to a classroom. S. Smith noted that the Planning Board questioned enrollment; it is increasing but not to the size that additional classroom space is needed. They may be dividing sections of classes to fit in different rooms. The Planning Board also questioned the cost; it sounded like quite an expenditure.

M. Scruton stated that the Board had not formally voted on any CIP recommendations. These were good ideas and he thanked Chair Hussey for submitting items. Chair Hussey suggested the Board wait until after final recommendations were made by the Planning Board. He suggested converting Church Lane and the municipal parking lot (Item 8) to a five year CIP rather than a three. Widening Rt. 33 wasn’t on the State’s plan; Chair Hussey was trying to get the ball rolling with the pedestrian walkway.

4. Personnel Policy Additions

No Board action was needed at this time. Policies from other communities were included in the Board information regarding ownership of work and personal use of Town equipment. Chair Hussey stated there have been abuses in the past, and he wanted to bring it under control. This item was continued to the next meeting.

5. Other Old Business

S. Smith updated the Board on the Fire Department Building Committee meeting held Wednesday, September 11, 2019. There was a question regarding the Selectmen on the Committee being voting members. Former Selectman Morgan was going to research that issue. The Committee is going to move forward with the design and engineering plans. John Ricci will be meeting with the Committee on

DRAFT: SUBJECT TO CHANGE

Thursday, October 24, 2019 with an updated cost and budget. Chair Hussey clarified that it is a new committee; the last committee was dissolved when the vote failed. Voting members are decided by the Board of Selectmen. Chair Hussey's personal opinion: if you are an active committee member and appointed to the new committee, you have a vote. Bob Krasko, Dennis Cote, Jim Marchese and Chief Cresta are advisory members and cannot vote.

S. Smith asked about winter road maintenance, plowing, etc. Chair Hussey stated there needed to be a meeting with Jim Jones; the Town is billed by the contractor when he sends someone out to check road conditions. Chair Hussey suggested the Police Department call the contractor when the roads are slippery. Chris Keenan, 28 Sanderson Road, suggested making sure the Town's insurance policy covered the Police Department making the decision on slippery roads.

V. NEW BUSINESS AND ADMINISTRATIVE

1. Weeks Library Trustee Appointment of Alternate

The Library Trustees have requested that Jane Man, 31 September Drive, be appointed as an alternate. M. McLaughlin spoke on behalf of J. Man, stating she has shown great interest in the Library and has been very supportive.

MOTION: J. Rolston moved to appoint Jane Man as an alternate for the Weeks Library Trustees. Second – R. Hussey; all in favor. MOTION CARRIED

2. Emergency Management Authorization

Dennis Cote, Emergency Management Director, has requested the Board of Selectmen authorize him to speak to the Superintendent of Schools about using Greenland Central School in the event of an emergency.

MOTION: C. Deorocki moved to authorize Dennis Cote, Emergency Management Director, to speak to Sal Petralia, Superintendent of Schools, about using Greenland Central School in the event of an emergency. Second – S. Smith; all in favor. MOTION CARRIED

3. MS-1 Approval

Final adjustments have been made to the MS-1 Summary Inventory of Valuation by the assessor and is ready for review by the Board. This report is based on the value of the Town. The net valuation of the Town is \$862,245,789; prior to the revaluation, the Town was at \$738 million.

MOTION: J. Rolston moved to approve the MS-1 Summary Inventory of Valuation as prepared and authorize the Chair to sign the report to be sent to DRA. Second – C. Deorocki; all in favor. MOTION CARRIED

4. MS-535 Approval

The MS-535 is the financial report of the budget to be sent to DRA.

MOTION: R. Hussey moved to approve the MS-535 Financial Report of the Budget as prepared and submit to the Department of Revenue Administration. Second – S. Smith; all in favor. MOTION CARRIED

DRAFT: SUBJECT TO CHANGE

5. MS-434 Approval

The MS-434 Report is the Revised Estimated Revenues Summary. When the budget was approved in March, revenues were estimated. There will be one more opportunity to revise revenues at the tax rate setting in October.

MOTION: S. Smith moved to approve the MS-434 Revised Estimated Revenues Summary as prepared and authorize the Town Administrator to sign and submit to DRA. Second – C. Deorocki; all in favor. MOTION CARRIED

6. Columbus Day: Monday, October 14, 2019

Monday, October 14, 2019 is Columbus Day and a holiday; all Town offices will be closed. Does the Board want to move the scheduled meeting to Tuesday, October 15, 2019? The Finance Director will need Board approval to submit payroll on Tuesday morning, October 15, 2019, to be approved at the meeting on Tuesday night.

MOTION: J. Rolston moved to change the Board of Selectmen meeting to Tuesday, October 15, 2019. The Finance Director may submit payroll on Tuesday morning, October 15, 2019; it will be approved at the Board meeting on Tuesday night. Second – S. Smith; all in favor. MOTION CARRIED

7. Other New Business

M. Scruton met with the representatives from the Rockingham Planning Commission earlier in the day regarding MS-4 Stormwater Management; it's a big project and he is very thankful for their assistance. M. Scruton has been asked to remind anyone listening or watching the meeting that this is Smart Septic Week, from Monday, September 16, 2019 through Friday, September 20, 2019. This is an EPA event to make sure people know there are helpful tips for retaining septic systems while keeping Greenland's waterways green. Helpful tips will be on the Town's Facebook page daily during Smart Septic Week.

M. Scruton informed the Board they will be receiving a proposed Selectmen's Ordinance for the MS-4 Illicit Discharge Detection and Elimination in the packets for the Monday, September 30, 2019 meeting. That will need to be moved forward to a public hearing on Monday 10.21.2019.

J. Rolston recommended that the Building Inspector's correspondence should be proof-read before being sent out. He noted a misspelling and other problems in a copy of a letter the Board received in their meeting information.

Chris Keenan, 28 Sanderson Road, addressed the Board. He had spoken to Chair Hussey several months ago about the Recreation Committee. He has also met with the Recreation Committee; several members are planning to resign because their children have aged out. C. Keenan gave the Board a brief background of his history with the Rec Department. His personal philosophy about recreation is: (1) it is for the children; (2) the primary purpose is for the children to have fun; (3) there are children in recreation activities that really want to get better so there has to be a philosophy with the coaches that not only makes it fun for the group, but enables that special player to be able to get better. It should be fun, but they also need to take care of the children that are very good. C. Keenan stated he would be interested in being appointed.

MOTION: Chair Hussey moved to appoint Chris Keenan to the Recreation Committee. Second – C. Deorocki; all in favor. MOTION CARRIED

DRAFT: SUBJECT TO CHANGE

VI. ACCOUNTS PAYABLE – THURSDAY, SEPTEMBER 19, 2019

1. Payroll Manifest 19

MOTION: S. Smith moved to approve Payroll Manifest 19 in the amount of \$67,897.14. Second – J. Rolston; all in favor. MOTION CARRIED

2. General Fund Manifest 19

MOTION: J. Rolston moved to approve General Fund Manifest 19 in the amount of \$345,566.35 (School - \$250,000). Second – C. Deorocki; all in favor. MOTION CARRIED

3. Capital Fund - Library Manifest 04

MOTION: R. Hussey moved to approve Capital Fund – Library Manifest 04 in the amount of \$2,080. Funds are to be taken from the Library Capital Reserve Fund. Second – J. Rolston; all in favor. MOTION CARRIED

VII. ADJOURNMENT

MOTION: J. Rolston moved to adjourn at 7:55 p.m. Second – R. Hussey; all in favor. MOTION CARRIED

NEXT MEETING

Monday, September 30, 2019 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Administrative Assistant

Approved: 