



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, December 09, 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, Tara Laurent – Chief of Police

I. NON-PUBLIC (6:30 p.m.)

1. Personnel – RSA 91-A:3, II(c)

MOTION: J. Rolston moved to enter into non-public session at 6:30 p.m. Second – C. Hussey; roll call vote: C. Hussey – yes, C. Deorocki – yes, J. Rolston – yes, R. Hussey – yes, S. Smith – yes. MOTION CARRIED

MOTION: J. Rolston moved to return to public session at 6:45 p.m. Second – C. Hussey; roll call vote: C. Hussey – yes, C. Deorocki – yes, J. Rolston – yes, R. Hussey – yes, S. Smith – yes. MOTION CARRIED

MOTION: C. Deorocki moved to seal the minutes of the non-public session. Second – J. Rolston; all in favor. MOTION CARRIED

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.

II. APPOINTMENT

1. Christian Matthews, Rockingham Planning Commission: Traffic Study – Portsmouth Avenue

Chris Matthews, Rockingham Planning Commission, discussed RPC's traffic study on Portsmouth Avenue with the Board. Chief Laurent had requested the traffic study of the heavy vehicles on Portsmouth Avenue. RPC does approximately 180 traffic counts per year and revisits each site every three years. Their study supports DOT's traffic counts. It also goes into the RPC travel demand model where traffic is simulated, future year projections are done, etc. Traffic counts in the region are forecasted through 2045.

There are approximately 29,000 vehicles per day on Rt. 33; that figure does not include summer traffic. Approximately 2,000 to 2,500 vehicles travel on Portsmouth Avenue daily; approximately 1,500 vehicles daily on Ocean Road. Single unit, 2 axle truck: Rt. 33 daily average is 58%; Portsmouth Avenue is 92%. Heavy trucks are in the 8,000 lb. to 12,000 lb. range. Data is collected in both directions; 200 to 250 heavy vehicles are on Portsmouth Avenue daily. Heavy vehicles are exiting off Rt. 33, traveling down

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Portsmouth Avenue; some are using Portsmouth Avenue as a diversion. 4% of all the heavy vehicles on Rt. 33 travelling westbound are using Portsmouth Avenue as a diversion to get through the lights.

M. Scruton questioned the possible solutions to redirect the traffic from a residential area, noting the road started in Portsmouth. C. Matthews referred M. Scruton to the RSA's restricting travel on local roads by heavy vehicles. The numbers can help the highway agent determine excessive damage to roads due to heavy vehicles. C. Matthews recommended the NHMA publication *A Hard Road to Travel*.

Chief Laurent asked if C. Matthews was able to break down the semi-tractor trailer count. Data was collected for approximately two weeks; only one to two semi-tractor trailers were counted during October and November. Chief Laurent felt there were more complaints about tractor trailers. She had given the Board an amended Ordinance for "no thru trucks" from the Portsmouth/Greenland line (3 Portsmouth Avenue) to the Rt. 33 and Rt. 151 intersection (365 Portsmouth Avenue). She was unsure if the Board wanted to enact the Ordinance by relying on breaking down of the infrastructure or safety. The Police Department will continue enforcing speed on Portsmouth Avenue. The "no thru truck" area would be the Portsmouth/Greenland line to Newington Road; she was not sure the numbers justified the level of needing that.

Chair Hussey felt the bigger problem was the tractor trailers. If there was not that much there, he did not know if it was worth the exercise. The general consensus of the Board was that there was not a problem at this time; the Police Department will watch the situation.

II. PUBLIC HEARING

1. Donations – Police Department: Heroes and Helpers

Each year the Police Department adopts a family that needs a little help with Christmas. Donations are received from some businesses in Town. Members of the Police Department take families shopping, wrap the gifts and then deliver the wrapped gifts to go under the tree.

MOTION: J. Rolston moved to accept the donations from REP Enterprises and DD Cook in the amount of \$300 each for the Police Department Heroes and Helpers Program. Second – S. Smith; all in favor. MOTION CARRIED

2. Donation – Fire Department: In Memory of Daniel Larrabee – Scarborough, Maine Firefighter

The Fire Department has received a donation in the amount of \$500 from Bethany Church in memory of Daniel Larrabee, the fallen firefighter from Scarborough, Maine.

MOTION: S. Smith moved to accept the donation from the Bethany Church in the amount of \$500 in memory of Daniel Larrabee, the fallen firefighter from Scarborough, Maine. Second – J. Rolston; all in favor. MOTION CARRIED

III. 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.

There were no public comments.

IV. APPROVAL OF MINUTES

1. Monday, November 25, 2019

MOTION: C. Deorocki moved to approve the minutes of Monday, November 25, 2019, as written. Second – S. Smith; all in favor. MOTION CARRIED

V. OLD BUSINESS

1. Coakley Update

There was no update at this time.

2. Weeks Library Update

The Board received a copy of the Weeks Library life safety review from Beverly Kowalik, JCM Code Specialists.

3. Recreation Field Lease – Maloney Recreational Complex

The lease agreement for the Town land purposed for the cemetery at the Maloney Recreational Complex was included in the packet. The Trustees of the Trust Funds signed the lease agreement at a recent meeting. The lease is for a 10-year period or until terminated or renewed. A signed copy will be given to the Rec Committee and the Trustees of the Trust Funds; it will be kept on file in the Town Administrators Office.

The purpose of the lease is to allow continued use of the land for recreation. It has been done in the past; that lease expired several years ago. The Town is trying to bring it back into compliance with the warrant in 2004 “to see if the Town will direct the Board of Selectmen to change the intended use of the Post Road land originally purposed for cemetery to recreation”. M. Scruton continued that the key phrase of the warrant article was: “Said change to occur upon acquisition or identification of land for a new cemetery.” Since the Town has not acquired a new cemetery, M. Scruton felt the lease brought the Town into compliance and allows the Town to continue to use the land for recreation.

Sharon Hussey-McLaughlin, 209 Post Road: At the last Budget Committee meeting Paul Sanderson stated he did not believe the cemetery had control of the land. M. Scruton noted that the Town had a different opinion and explained the 2004 warrant, Article 7. S. Hussey-McLaughlin questioned the term of the lease; M. Scruton clarified the lease would be for 10 years as of the date of signing. Dennis Malloy, Trustee of Trust Funds, stated the agreement was signed by the Trustee of Trust Funds on Friday, December 06, 2019.

MOTION: J. Rolston moved to approve and sign the Lease Agreement for the Town’s cemetery land at the Maloney Recreational Complex to be used by the Recreation Committee. The Lease Agreement will be for a period of 10 years unless terminated and is renewable. Second – R. Hussey; all in favor. MOTION CARRIED

4. Budget Review Update

M. Scruton reviewed the Budget Committee meeting on Wednesday, December 04, 2019. The Selectmen could reconsider the budget or send it back to the Budget Committee stating they felt it was fair and adequate. The Budget Committee could make any changes and it could be debated at the Deliberative Session. M. Scruton noted the Budget Committee was expected to make some cuts; he felt the budget, as prepared, was fair and adequate. Any further cuts may hurt what the Selectmen wanted to accomplish in the next year; the Selectmen had previously made cuts to their original proposed budget.

Chair Hussey stated the Board had maintained a low budget for many years. He felt the majority of the Budget Committee would like a new fire station; Chair Hussey would like to wait until the bonds are paid so there would not be a tax increase because of a new fire station. He did not feel the Budget Committee was listening; Chair Hussey did not know where else to cut the budget. The largest increase was highway. Paving was not done this year due to snow. Snowplowing has been over \$500,000 for four years. The Unreserved Fund Balance was used to reduce the tax impact on residents; they do not get the true concept of those funds not being replaced. Capital Reserve Funds were very low; there were no tools available.

M. Scruton explained that the Budget Committee had questioned if there were any tools that the Selectmen may not be using. He agreed that many of the Capital Reserve Funds are fairly depleted from consistent use over the years without replenishment. The Town has “dipped into the piggy bank” without putting money back in; that has limited the Town’s options to use a number of those funds.

John Weeks, Bayside Road: Stated nothing has changed since he was a Selectman in 2000. They try to keep the budget at such a small amount compared to the School budget. The budget can’t be balanced by keeping the Town so low. His recommended keeping the Unreserved Balance at the minimum State requirement. He hoped the Board had done that; it was money that could be used for tax relief at the end of the year.

M. Scruton stated he recommended 10% and it was actually currently closer to 8% or 9%; \$100,000 was used out of the Undesignated Fund Balance for tax relief and \$50,000 in overlay. It is a healthy fund balance and he advocated keeping the fund balance higher than recommended for any emergencies. The Board did use some of those funds to keep the tax rate low. The Budget Committee is seeing a smaller increase in the current tax rate because those funds were used.

J. Rolston felt the main problem was the School budget. J. Weeks commented that it is 75% of the amount that has to be raised. It has to be balanced on the 25% spent by the Town. The Budget Committee needed to take a closer look at the School budget.

There was a discussion about repairs to Bayside Road; an overlay was planned. J. Weeks stated that the Board was not being forthright two years ago when the State paved its portion of the road; it should have been shimmed and overlaid at the same time. It should have been shimmed this fall; there are four places that need to be done. He felt there would be nothing left in the spring.

R. Hussey agreed with J. Weeks. R. Hussey is the Selectmen’s Rep on the Budget Committee. A Budget Committee member has stated that if the School stays its course, they would add \$0.75 per thousand to the tax rate for the coming year. He felt there were areas they could cut and trim the fat. R. Hussey felt the Town budget was fair.

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C. Deorocki stated he was happy with the Town budget and it was acceptable. However, the Budget Committee will do what they want to do. That's it in a nutshell at the end of the day. S. Smith opted to reserve his comments for warrant articles; he was good with it as it stands.

5. Warrant Articles

Municipal Parking Lot: At the last meeting, the Board voted 2-2 not to move forward with a warrant article for the municipal parking lot on Church Lane. M. Scruton noted there was not a full Board at that meeting; there was a full Board tonight. Chair Hussey felt it needed to be discussed; Church Lane was dangerous. That area has been converted to a commercial district. He felt it would be safer to do away with Church Lane, period.

MOTION: C. Hussey moved to draft a warrant article for the purpose of creating a Municipal Parking Lot Capital Reserve Fund – Church Lane and raise and appropriate \$75,000 for this fund. Second – J. Rolston

Discussion: J. Rolston agreed that traffic has increased greatly; it is a challenge. He felt it took away from the look of the center of Town. Parking is needed in the center of Town. The parking situation needed to be resolved.

C. Deorocki was against it. We don't have the money for it; we don't have \$75,000 for a parking lot. We just stated it was a commercial area and would need parking. Who's going to park there besides Sunday church, random Library? The Library should have had their own parking lot to begin with, with all the money we just spent. To him, it was just an additional cost to the Library project. He did not see the parking lot being used enough. It reminded him of the parking garage downtown; it was not getting used. He thought it was a feeble project. He asked if Church Lane would be taken away totally. It's been decent for 300 years. What responsibility do we have to the Parish House and the Church for their parking? As the Town of Greenland? He was looking at the responsibilities we have to them. J. Rolston responded they're taxpayers. They pay taxes and want a place to park when they use the Library. C. Deorocki stated he wasn't talking about the Library; he was talking about the Parish House. Chair Hussey noted residents in that area do not have parking for family get-togethers. C. Deorocki did not see it right now, maybe in the future. There may be a better area for it; he did not think that was a good area for a parking lot. He did not believe we should spend \$75,000 on it right now, or ever for that matter. This was his opinion.

S. Smith, in a way, agreed with C. Deorocki. It seems like a leap to spend this amount of money that we do not technically have at this point. He did not know about reconfiguring the roadway as it is laid out in the sketch; it may be more cost effective to look at doing something different with the \$75,000. He could see there was a need for the lot, but at this point it was not economically feasible.

Chair Hussey stated that by changing the angle on Portsmouth Avenue and the Post Road angle, it may mitigate traffic and slow them down. Division 6 thought this was a pretty good idea. S. Smith disagreed; he thought there would be a stack up of cars coming down Post Road that would have to make an exact left turn onto Portsmouth Avenue. With the way the road splits now, there is a backup at times. If you have cars coming down that hill and they have to stop to make a left hand turn onto Portsmouth Avenue, he felt it would cause more problems than it solves. There was continued debate over the municipal parking lot. C. Deorocki asked if there was any compromise here. Chair Hussey noted the proposal was not etched in stone; it was a general idea to show the State. M. Scruton added that the estimated cost for the project ranged from \$267,000 to \$365,000.

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MOTION: C. Hussey moved to draft a warrant article for the purpose of creating a Municipal Parking Lot Capital Reserve Fund – Church Lane and raise and appropriate \$75,000 for this fund. Second – J. Rolston; two in favor, three against (C. Deorocki, R. Hussey, S. Smith). MOTION FAILED

Disabled Veterans Credit: The maximum allowable amount is \$4,000; the Town is currently at \$3,000. Any increase in the Veterans Credit will increase the tax rate because it reduces revenue; that would also apply to the Optional Veterans Credit. J. Rolston noted that when approved by the Board last year, it was agreed the credit would be done in two increments to ease the burden.

MOTION: J. Rolston moved to submit a warrant article increasing the Disabled Veterans Tax Credit to \$4,000. Second – C. Deorocki; all in favor. MOTION CARRIED

Optional Veterans Credit: Currently at \$600.

MOTION: J. Rolston moved to submit a warrant article increasing the Veterans Credit to \$750. Second – C. Deorocki; all in favor. MOTION CARRIED

Fire and Ambulance Special Revenue Fund: This is an annual warrant article in the amount of \$4,500 for ambulance billing administrative expenses. There is no impact on the tax rate.

MOTION: S. Smith moved to submit a warrant article for the Fire and Ambulance Special Revenue Fund in the amount of \$4,500 to come from the special revenue fund; there will be no impact on the tax rate. Second – R. Hussey; all in favor. MOTION CARRIED

Ambulance Lift: Chief Cresta is submitting a hydraulic lift for the ambulance. A hydraulic lift will reduce the chances of injury to emergency personnel lifting patients into the ambulance. S. Smith noted Portsmouth has recently put one into service and it is working out pretty well; he explained how it works. Chair Hussey stated he would like to see that taken from the Fire and Ambulance Special Revenue Fund rather than general taxation. R. Hussey questioned when the ambulance would be replaced; S. Smith thought it was possibly 2021. The lift can be moved to a new ambulance. J. Rolston agreed to take the funds from that account if there was enough. The cost for the lift will be approximately \$37,000. There was a discussion initiated by C. Deorocki regarding the need for a lift. Chief Cresta joined the meeting by phone to answer any questions.

MOTION: S. Smith moved to submit a warrant article for a lift for the ambulance to come from the Fire and Ambulance Special Revenue Fund. Second – J. Rolston; all in favor. MOTION CARRIED

Police Equipment Capital Reserve Fund: The Police Department has submitted a warrant article for vests. The fund was established in 2013; \$2,000 has been raised and appropriated annually rather than a large sum every five years. The average life of a vest is five years; vests were last replaced in 2017.

MOTION: D. Deorocki moved to submit a warrant article for the Police Equipment Capital Reserve Fund in the amount of \$2,000 to come from general taxation. Second – J. Rolston; all in favor. MOTION CARRIED

School Resource Officer: The Police Department has submitted a warrant article for a School Resource Officer (SRO). The SRO will be an employee of the Town of Greenland through the Police Department. Chief Laurent explained that last year, the SRO did not pass. It was important to submit the warrant

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article for safety. The SRO will be a liaison for the School to various departments and organizations. Chief Laurent felt the voters should decide if they want the SRO.

J. Rolston felt it was too much money. It would be \$115,277.50 for a full year and would continue to increase. He questioned if Chief Laurent had researched mechanical-type things. Chief Laurent noted the School has made huge strides in the protection of students. Starting pay is higher because she will be looking for a certified officer with experience who is top tactically and with community service.

C. Deorocki commented that he is the parent of a Greenland School student. He would feel much safer if there was an SRO there. Unfortunately, with the world we live in, in the near future (two years, three years, five years) SRO's will be the same as a gym teacher. Every school will have one. It's the world we live in and it's a necessity. That's how he sees it.

There was further discussion about the SRO.

MOTION: C. Deorocki moved to submit a warrant article for the School Resource Officer to come from general taxation. Second – S. Smith; all in favor. MOTION CARRIED

Capital Reserve Fund for the Police Station: The Police Department has submitted a warrant article in the amount of \$5,000 for the purpose of saving for the replacement of the Police Station roof, heating system, septic or other structural needs. This fund was approved at the 2019 Town Meeting in the amount of \$5,000.

Chair Hussey suggested renaming/repurposing the fund for all Town buildings and increasing the amount raised and appropriated. Chief Laurent's concern was funds could be used and nothing would be left for the intended purpose. J. Rolston was in favor of leaving it as it was and next year submitting a warrant article for a General Capital Reserve Fund.

MOTION: R. Hussey moved to submit a warrant article in the amount of \$5,000 for the Capital Reserve Fund for the Police Station to come from general taxation. Second – J. Rolston; all in favor. MOTION CARRIED

CIP Rankings Approved by the Planning Board: The CIP rankings approved by the Planning Board were included in the informational packet.

Equipment Fund: Chair Hussey suggested renaming/repurposing the Town Equipment Fund to the Transfer Station Fund.

MOTION: J. Rolston moved to discontinue the Town Equipment Fund and rename/repurpose it to the Transfer Station Fund. There will be no tax impact. Second – R. Hussey; four in favor, one against (C. Deorocki). MOTION CARRIED

Town Office Air Conditioning: Chair Hussey informed the Board that the existing air conditioning units were 40 years old. Replacing them all would cost approximately \$30,000. The Planning Board suggested raising and appropriating \$7,500 per year over four years. Chair Hussey explained the type of units he was recommending.

6. Other Old Business

Public Works Building: M. Scruton has received a quote and scheduled the work. He thought it would be under \$2,000.

Thermostat in Public Works Building: This issue was resolved at the last meeting; heat will be at 65° when the building is occupied and 50° when no one is there.

VI. NEW BUSINESS AND ADMINISTRATIVE

1. Mowing Contract Renewal

Pearl's Landscaping has offered to honor his 2019 rates next year if the Board approved the contract without going out to bid.

Marcia McLaughlin, 47 Nantucket Place: The Library will not require lawn care in 2020.

C. Deorocki would like the contract to go out to bid and suggested a two or three year contract. He thought that would be fair. He had no problem with the job Pearl's Landscaping did or any of his pricing; he just felt putting out an RFP would be the right thing to do. J. Rolston asked where they stood signing a three year contract and weren't satisfied with the work. C. Deorocki responded it could be included as a clause in the contract. Chair Hussey had no problem with the mowing and felt the prices were fair.

MOTION: Chair Hussey moved to contract Pearl's Landscaping to mow Town property in 2020. Pearl's Landscaping will honor the 2019 per mow price, minus the Library. Second – R. Hussey; four in favor, one against (C. Deorocki). MOTION CARRIED

2. Meeting – Monday, December 23, 2019

The Board will need to meet briefly on Monday, December 23, 2019 to approve manifests.

3. Town Hall Holiday Hours

Many of the Town Hall staff will either be out on Tuesday, December 24, 2019, or leaving early. We would like to close the Town Hall at noon on Tuesday, December 24, 2019. Staff will use vacation or personal time.

MOTION: J. Rolston moved to close the Town Hall at noon on Tuesday, December 24, 2019. Staff will use vacation or personal time. Second – S. Smith; all in favor. MOTION CARRIED

4. Other New Business

John Weeks, 670 Bayside Road: Approached the Board about the Road Agent position. He has spoken to M. Scruton. There is no information or job description available. M. Scruton indicated that the Board was trying to keep the position open-ended to work with the applicants, creating a job description that would work for the applicant and the Town.

VII. ACCOUNTS PAYABLE – THURSDAY, DECEMBER 12, 2019

1. Payroll Manifest 25A

MOTION: S. Smith moved to approve Payroll Manifest 25A in the amount of \$9,993.77. Second – R. Hussey; all in favor. MOTION CARRIED

This manifest was the payment for longevity bonuses and a social security refund.

2. Payroll Manifest 25

MOTION: S. Smith moved to approve Payroll Manifest 25 in the amount of \$65,328. Second – J. Rolston; all in favor. MOTION CARRIED

3. General Fund Manifest 25

MOTION: R. Hussey moved to approve General Fund Manifest 25 in the amount of \$1,147,636.24 (School - \$200,000). Second – J. Rolston; all in favor. MOTION CARRIED

4. Police Special Revenue Fund Manifest 03

MOTION: R. Hussey moved to approve the Police Special Revenue Fund Manifest in the amount of \$48,451.50. Second – S. Smith; all in favor. MOTION CARRIED

VIII. ADJOURNMENT

MOTION: S. Smith moved to adjourn at 8:50 p.m. Second – R. Hussey; all in favor. MOTION CARRIED

NEXT MEETING

Monday, December 23, 2019 – 6:30 p.m., Town Hall Conference Room

Submitted By: Charlotte Hussey, Administrative Assistant

Approved: