



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, February 10, 2014 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chair John Penacho, Kevin Forrest, Vaughan Morgan, Mo Sodini, John Vitale

Staff: Karen Anderson – Town Administrator

Chair Penacho opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

I. APPOINTMENTS

1. Trustees of the Trust Funds Appointment – Coleen Penacho

Coleen Penacho, Bookkeeper for Trustees of the Trust Funds, addressed the Board. There are three Trustees, and one member resigned in January (Ronald Gross). RSA 31:22 states it's the duty of the Board of Selectmen to appoint a person to fill the vacancy. The appointment will last the remainder of the vacant term. Mrs. Penacho and Dick Rugg, Trustee of the Trust Funds, requested that Manuela Kutzer be appointed by the Board. Ms. Kutzer is a resident and has previous experience as a banker.

Responding to a question by Mr. Sodini, Mrs. Penacho stated that Mr. Gross resigned on January 22, 2014, the day after the sign-up for elected positions opened.

MOTION: *Mr. Forrest moved to appoint Manuela Kutzer to the position of Trustee of the Trust Funds, for the term ending March 2015. Second – Mr. Vitale; all in favor. MOTION CARRIED*

II. PUBLIC HEARING

1. Road Bond

In accordance with Chapter 33 of the Municipal Finance Act: Proposed issuance of a bond or note in excess of \$100,000. The proposed bond or note is for the purpose of repairs and reconstruction of Dearborn Road, Caswell Drive, the entrance to Krasko Field and any other related needs as may be necessary; and to borrow, in the name of the municipality, by issuance of serial notes or bonds, a sum not to exceed \$800,000.

Chair Penacho announced that the public hearing would be on the road bond only. Chair Penacho opened the public hearing at 7:05 p.m., and read the above statement into the record. He explained to those present that the bond was initiated to spare the tax payers a big hit in one year to repair these major roads. Dearborn and Caswell are in dire need of repair, and should be done quickly. The Town

can borrow the money and repay it over a ten year period, with an option to pay it sooner. In addition, the rate may be better with a larger amount vs. a smaller project.

Lizbeth Cummings, 40 Nantucket Place: Mrs. Cummings gave those present a brief history of her background, which included her years as a Construction Contracting Officer for the Air Force and Navy. Although she agreed that the roads needed to be repaired, Mrs. Cummings questioned the method of paying for those repairs. Life expectancy of roads is between seven and ten years. The Town will still be paying the bond when the roads are no longer viable. The roads are wet underneath; putting in drainage will not stop the inherent wetness.

Mrs. Cummings reviewed her projected cost of the road bond with the Board. If the Town borrowed at prime plus 1%, the interest rate would be 4.25%. The total cost of an \$800,000 bond, including interest, would be \$1,140,000. She projected the tax impact would be \$0.17 per year over ten years; the total impact for one year would be \$1.20 per thousand. Mrs. Cummings felt that a portion of the money in the budget for roads could be used to bring down the \$800,000. As a taxpayer, Mrs. Cummings would rather pay \$1.20 per thousand for one year than \$0.17 per thousand over ten years.

Paul Sanderson, 24 Bayridge Road: Mr. Sanderson applauded the Board for taking a serious look at the roads. He also stated that as the Board of Selectmen, they couldn't ignore the roads. Although Mr. Sanderson felt the estimates for Krasko Field and Caswell Drive were accurate, he was concerned the estimate for repair of Dearborn Road was too low. Caswell Drive is deeded to the Town and is on Town land. The right-of-way is 75' wide and there are ample opportunities to take care of drainage.

Dearborn Road is referred to as a "prescriptive right-of-way", or a road that was created from usage over a period of time; no one really knows the location of the right-of-way. There is no uniformity to the road. The road was also not built to modern construction standards. The base is more seriously compromised than the estimate may suggest, and the estimate may prove very inadequate. It was his feeling that if the road is repaired as projected, it may be a substandard road.

Mr. Sanderson also addressed the financing of the road repairs. He felt the scope of the project was not properly bid, and what was proposed to be done was not the right fix. Responding to Chair Penacho, Mr. Sanderson didn't dispute the paving cost. The right-of way should be delineated, which could mean land acquisition as well as easement acquisition for drainage. Mr. Sanderson felt it was 50% of the actual cost, and would be in the range of \$600,000 or more depending on drainage issues.

The Town Administrator added that the engineering company had been asked to price road repairs "in kind". Mr. Sanderson stated that if repairs are done "in kind" there would still be situations where pedestrians and bicyclists would not be safe, and there would be poor site distance coming out of driveways. In addition, there would be inadequate drainage. He felt the poor pavement would be replaced with better pavement, but it would not be the type of road that was expected.

Pam Chammalas, 6 Bayridge Road: Mrs. Chammalas stated that she has watched the degradation of the road over the years. There has been an increase in building and traffic during that time. The road is deteriorating due to those conditions as well as wetness under the soil. Her concern was that the road was too narrow. It was her feeling that the road did not meet appropriate Town road standards. People living in that area deserve a road that is safe.

Mr. Forrest asked Chief Laurent and Chief Cresta about accident history on that road. Chief Laurent responded that since she's been here there haven't been any major accidents, but would pull the history. Chair Penacho agreed the road was dangerous and would like to see it made safer.

There being no further comments, Chair Penacho closed the public hearing at 7:25 p.m.

III. APPOINTMENT

1. Cemetery Trustees: By-Laws Update – David Gill

Mr. Gill, Cemetery Trustee Chairman, addressed the Board. With the help of Paul Hayden, Cemetery Trustee, and Kevin Van Etten, Cemetery Sexton, by-laws have been updated. The 1957 by-laws are obsolete in many respects; the warrant article will rescind those. Two public hearings have been held to present new by-laws. The Town Administrator will add “To see if the Town will vote to rescind the 1957 cemetery by-laws and replace with the following” to the warrant article. Chair Penacho told Mr. Gill that the Trustees and Sexton have done a great job revising the by-laws. Mr. Gill told the Board they spent many hours working in the cemetery. As a result, the Sexton was able to do a schematic of cemetery lots; a copy is on file in the Town Office.

IV. ADMINISTRATIVE AND OTHER ITEMS

1. Easter Egg Hunt: Saturday, April 12, 2014

MOTION: *Mr. Morgan moved to approve the request from the Congregational Church for their annual Easter Egg Hunt in Remembrance Park on Saturday, April 12, 2012. Second – Mr. Vitale; all in favor. MOTION CARRIED*

2. Easter Sunrise Service: Sunday, April 20, 2014

MOTION: *Mr. Morgan moved to approve the request from the Congregational Church for their annual Easter Sunrise Service to be held at the Band Stand on Sunday, April 20, 2014. Second – Mr. Vitale; all in favor. MOTION CARRIED*

3. Memorial Day Parade: Monday, May 25, 2014

MOTION: *Mr. Morgan moved to approve the parade permit for the Memorial Day Parade along the specified route as shown on the application, pending approval from the State. Second – Mr. Vitale; all in favor. MOTION CARRIED*

4. Snowplow Mailbox Damage – Michael McSally

The Town Administrator told the Board that statutorily the Town is not responsible for mailbox damage. Mr. Jones measured the mailbox on Tidewater Farm Road. According to post office regulations, the post should be 36” from the edge of the pavement; the post was 26”. The mailbox itself should be 6” from the paved road; the mailbox was 4.5”. Due to underground utilities, Dig Safe recommended the mailbox be closer to the road.

The Town Administrator informs Mr. Jones of all mailbox damage. He then goes out, looks at all of them and measures distance from the edge of pavement. Although granite posts snap easier in the cold, there is nothing in the ordinance preventing residents from using them. The Town Administrator told the Board that there are guidelines from the post office regarding location of mailboxes. She added that it’s often the amount of snow coming off the plow that damages the mailboxes rather than actually being hit by the plow. Speed was also mentioned as a concern.

The Town Administrator was asked to refer this situation back to Mr. Jones. The Board would like Mr. Jones to report back to the Town Administrator on the resolution of each case.

5. Warrant Articles/Order of Warrant

- Article 8: Road Bond

Chair Penacho suggested the Board may want to increase the bond amount based on comments from Mr. Sanderson. The Town Administrator reminded them that another public hearing would be required. She suggested that the amount remain the same and fund the top coating of the roads the following season. Easements will be the most time consuming to obtain. Mr. Sanderson suggested that the right-of-way should be studied first and felt it would be a prescriptive deed. If the Board is trying to solve the issues with Dearborn Road, surveying will be involved. Mr. Sodini suggested the first phase should be survey and easement work in 2014. The Town Administrator felt with the bond amount, surveying and easement work as well as a good portion of the road repairs could be done. "First phase of Dearborn Road" will be added to the warrant article; a public hearing will not be required.

MOTION: *Mr. Morgan moved to recommend Article 8 as amended. Second – Mr. Vitale; all in favor.*
MOTION CARRIED

- Article 16: Fire Department Staffing

Chief Cresta reviewed details of the informational packet given to the Board. An individual opting to take shifts would not receive a stipend in addition to an hourly wage. Chair Penacho's concern was the hours worked before overtime became an issue. Chief Cresta told the Board that if it didn't happen on a weekly basis, it would not be a problem. The Town Administrator added that if an individual worked over 40 hours, they would be paid an overtime rate. However, they would not be classified as full-time for NH Retirement or other benefits because it was not regularly scheduled.

Chief Cresta stated there are less people working locally that can respond to calls. The Building Inspector was hired with the understanding that he would cover daytime calls, and that has worked out well for the Town. There have been discussions with surrounding towns about regionalization, and they have no interest. Mr. Sodini stated that "you don't call a volunteer to cover another volunteer". Mr. Morgan felt that Chief Cresta had put together a good, workable plan for the Town with a minimal amount of tax impact while capitalizing on the safety issue that is paramount to the Town.

Chief Cresta explained that the amount of \$36,504 would be the cost for the remainder of this year; \$48,672 would be the cost next year. However, as pointed out by Chair Penacho, the staffing cost would become part of the budget if approved.

MOTION: *Mr. Morgan moved to recommend Article 16. Second – Mr. Vitale; four in favor, one abstain (Mr. Sodini).* **MOTION CARRIED**

- Article 20: CRF to Finish 2nd Floor of Police Station

Chief Laurent amended the warrant article to request \$55,000 in a Capital Reserve Fund. She explained that they would like to finish the second floor of the Police Station to include a meeting room, fitness room and storage area.

Chief Laurent told the Board even though Greenland is a small town with a small police department the department is considered a leader in the law enforcement community. They try to do best practices for every aspect of policing which includes SERT and SWAT. Referring to incidents in 2012 and 2013, Chief Laurent told the Board because there were no briefing rooms available the team had to meet outside in the sally port.

The fitness goals are reduced injuries, improved wellness, boosting morale and a department that is fit in mind as well as body. There is equipment available for use that was obtained through grants. Town employees will have access to the fitness room.

Chief Laurent would like to start partial repairs to the room and slowly build on that. She has received two quotes that are in the range of \$110,000. Next year she'll request the remainder of funds. In the third year, the elevator will be requested.

The Town Administrator will add "to name the Board of Selectmen as agents of the fund" to the warrant article.

MOTION: *Mr. Morgan moved to recommend Article 20 as amended. Second – Mr. Vitale; four in favor, one abstain (Mr. Sodini). MOTION CARRIED*

- Article 21: Police Equipment CRF

MOTION: *Mr. Vitale moved to increase the deposit into the Police Equipment Capital Reserve Fund from \$1,870 to \$2,000. Second – Mr. Morgan; all in favor. MOTION CARRIED*

- Article 22: Horizontal Compactor and 24 Yard Container

The Town Administrator amended the article from "24 yard container" to "appropriate container". If a higher psi compactor is used, a different container is needed.

MOTION: *Mr. Sodini moved recommend Article 22 as amended. Second – Mr. Vitale; all in favor. MOTION CARRIED*

- Article 23: Computer Security Improvements

The Town Administrator used the recommendations from Mr. Bunnell, increasing the desktop computers capacity. After researching the recommended computers which 2 GB, she found they would not be large enough to serve the Town's needs. Individual licenses would also be needed for some of the programs. Chair Penacho would like to make sure there are enough funds available to purchase a commercial recorder for the Conference Room. All purchases and services will go out to bid.

MOTION: *Mr. Morgan moved to recommend Article 23. Second – Mr. Vitale; all in favor. MOTION CARRIED*

- Article 24: General Road Maintenance CRF

To establish a fund for road maintenance.

MOTION: *Mr. Sodini moved to see if the Town will establish a General Road Maintenance Capital Reserve Fund. Further to raise and appropriate the sum of \$202,148.59 to be deposited into this fund*

from surplus, no amount to be raised through taxation. Second – Mr. Vitale; all in favor. MOTION CARRIED

- Article 25: Repurpose Town Vicinity Land CRF

Mr. Sanderson suggested discontinuing the existing CRF (majority vote required) and appropriate from the unreserved fund balance into the new CRF (majority vote required), avoiding a 2/3 vote. Article 24 will be amended to “and further to raise and appropriate the sum of \$202,148 to be deposited into this fund from surplus”.

MOTION: *Mr. Sodini moved to discontinue the Town Vicinity Land Capital Reserve Fund established in 2004. Second – Mr. Vitale; all in favor. MOTION CARRIED*

- Article 26: Conservation Easement on Town-Owned Land

MOTION: *Mr. Sodini moved to not forward Article 26. Second – Mr. Morgan; all in favor. MOTION CARRIED*

- Article 27: Discontinue Construction Maintenance of Town Property CRF

MOTION: *Mr. Vitale moved to recommend Article 27. Second – Mr. Morgan; all in favor. MOTION CARRIED*

- Article 28: Sale of Land

There was discussion if it was necessary to include this on the warrant article.

MOTION: *Mr. Morgan moved to not forward Article 28. Second – Mr. Vitale; four in favor, one abstain (Mr. Sodini). MOTION CARRIED*

- Article 18: Recreation Commission to Recreation Committee

Mr. Sanderson told the Board there could be a Recreation Revolving Fund only with a Recreation Commission. There will be problems with that fund if the change is made. The Recreation Commission will be amended to seven members with two alternates, and will be advisory to the Selectmen.

- Warrant Article Order
 - Article 8
 - Article 9
 - Grouped by department, descending dollar amounts (similar to last year)

6. Approval of Minutes: Monday, January 27, 2014 and Monday, February 03, 2014

MOTION: *Mr. Forrest moved to approve the minutes of Monday, January 27, 2014. Second – Mr. Morgan; all in favor. MOTION CARRIED*

MOTION: *Mr. Forrest moved to approve the minutes of Monday, February 03, 2014. Second – Mr. Morgan; four in favor, one abstain (Mr. Vitale). MOTION CARRIED*

7. Other Business

Funding for the skid steer was discussed; all money was appropriated through the General Fund.

V. ACCOUNTS PAYABLE – FEBRUARY 13, 2014

1. Payroll Manifest 04

MOTION: Mr. Forrest moved to approve Payroll Manifest 04 in the amount of \$35,466.44. Second – Mr. Morgan; all in favor. MOTION CARRIED

2. General Fund Manifest 04

MOTION: Mr. Morgan moved to approve General Fund Manifest 04 in the amount of \$253,331.81 (School - \$130,000). Second – Mr. Forrest; all in favor. MOTION CARRIED

3. Medical Deductible Expendable Trust Manifest 03

MOTION: Mr. Forrest moved to approve Medical Deductible Expendable Trust Manifest 03 in the amount of \$3,460. Second – Mr. Vitale; all in favor. MOTION CARRIED

VI. ADJOURNMENT

MOTION: Mr. Morgan moved to adjourn at 9:15 p.m. Second – Mr. Forrest; all in favor. MOTION CARRIED

NEXT MEETING

Monday, February 24, 2014 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, March 10, 2014