



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, November 03, 2014 – 7:00 p.m. – Town Hall Conference Room

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

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. PUBLIC HEARING

1. Purchase of Land (Public Hearing #2): Conservation Commission - RSA 41:14(a) [Map R21, 7]

Chip Hussey, Conservation Commission Chairman, addressed the Board. He gave a brief recap of the land the Conservation Commission would like to purchase. The Board of Selectmen will make their decision at the meeting on Monday, November 17, 2014.

Chair Penacho opened the meeting to public comments. There being none, he closed the public hearing and returned to the Board for discussion. There were no comments from the Board.

II. APPOINTMENTS

1. Ken Fernald, EMD: Local Emergency Operating Plan Closeout

Not present, K. Fernald provided the Town Administrator with an update. The Hazardous Mitigation Plan is complete and has been mailed to FEMA for review and approval. When FEMA approves the plan, there will be a public hearing to sign the documents; the plan will be good until 2019. The grant has been closed out with Emergency Management; any grant funds the Town received have been expended. Various chapters of the Local Emergency Response Plan have to be updated on a regular basis; six chapters have been completed. A date will be set for department heads to review the chapters that are done. K. Fernald recommended the review not be done during a regularly scheduled Board of Selectmen meeting; he is expecting it to be lengthy. Once the Town signs off, it will be sent to Emergency Management and approved; that grant has also been closed out. The RERP grant is the response plan for Seabrook Station; the update is ongoing. The Board will sign off on that plan at the meeting on Monday, December 15, 2014; Emergency Management needs to receive it no later than Friday, December 19, 2014. The Emergency Response Plan graded exercise is Wednesday, November 05, 2014; this will be the final graded exercise for two years. The RERP budget process has been changed; it's now a flat rate. Plans will need to be posted on the website by Friday, December 19, 2014. K. Fernald is working with Tim Collins, EMD Appointee, to ensure a smooth transition.

2. Jim Rolston, Treasurer: Mileage

J. Rolston addressed the Board regarding mileage. He read the memo he received regarding the use of the Town car. He noted that the Town Administrator had also spoken to him directly. He told the Board that he has been in his position for seven years at the same stipend (\$5,000); he has been reimbursed mileage for the last eight years, adding that he would be losing approximately 30% of his pay by taking away the mileage reimbursement. He requested that the policy become effective at the end of his term in March 2015. He felt that the idea of an employee who was not paid an hourly wage should have to take the Town car was not fair although it may be justifiable. J. Rolston stated his mileage amounts to approximately \$200 per month; he's here five days per week. He requested that the Board waive the policy for his position until the end of his term.

Chair Penacho stated it has always been policy that the Town car should be used; the Board is trying to be consistent in handling the Personnel Policy. Although J. Rolston understood the Board's intent, it was not the understanding when he ran for office. The Town Administrator stated that all employees received the memo; she had exempted the Treasurer from taking the car because he can't reserve it every day and it not be available to other employees. Chair Penacho reiterated that if the car is available, it should be used.

J. McDevitt questioned J. Rolston about taking the deposit to the bank on his way to work and charging the Town to and from the bank. J. Rolston responded that he was charging mileage because he was going to the bank. J. McDevitt had concerns about that, as did Chair Penacho. J. Rolston stated he only charges to and from the bank. Chair Penacho reminded J. Rolston that he is the Treasurer, he is an elected official, and if the car is available it's to be used according to the Personnel Policy. He continued that he didn't look at mileage as compensation but rather covering wear and tear on a vehicle. The policy has been in effect since a Town car has been available; however, it may not have been enforced. The effective date remains November 01, 2014.

III. ADMINISTRATIVE AND OTHER ITEMS

1. 911 Changes – RSA 231:133-a

Chief Laurent reviewed the proposed changes from the meeting on October 27, 2014. Chief Laurent is recommending address changes in Town be consistent with 911 policy and to ensure public safety officials can immediately locate and respond to an address in case of an emergency. She explained that 911 began with being able to trace a call and get the address that's listed with that number. As it has evolved nationwide, towns were mapped to GPS. While it is possible to map the current Greenland addresses to GPS, Chief Laurent stated GPS may not always be available and public safety officials do not have time to utilize GPS during an emergency. A standardized approach to road naming and numbering is needed to address the issue of finding a location during an emergency.

Martha Wassell, 392 Great Bay Road: M. Wassell stated clear signage for Great Bay Road should begin off Rt. 33. If Dearborn continued up to Rt. 33 and Great Bay started at the corner, that would end a great deal of confusion. Small driveways off Great Bay could be adequately signed with large street names or numbers at the end of the four house driveway. Chief Laurent responded that signage would not be adequate in an emergency. M. Sodini added that street names make it easier to locate an address.

Michael Wassell, 392 Great Bay Road: M. Wassell stated this should have been done when the property was developed. It makes a significant impact for the homeowner. Chief Laurent acknowledged the

inconvenience to homeowners and responded that deeds do not need to be changed until property is transferred; deeds reference map and lot, not a street address. Residents affected by the changes will receive a packet from the Town to assist them in making the necessary address changes. 911, once they receive approval of changes from the Board of Selectmen, will notify all the communication companies.

Aida Cerundolo, 43 Great Bay Drive East: A. Cerundolo felt there was a better solution and used the cost of street signs as an example. She researched if street signs improved emergency response time and didn't find any information. While researching she found that GPS devices in EMS vehicles significantly decreases response times; extra time entering in an address can be critical. Voice activated GPS eliminates the time constraint. She suggested that emergency vehicles have a voice activated GPS system. As a taxpayer, she felt the Town would be better to invest in that technology to benefit more people.

Chief Laurent, while appreciating the well-thought out response, stated that the Town also relies heavily on mutual aid. Every neighboring community would have to be fitted with voice activated GPS. M. Sodini added that the area under discussion did not have a street sign, only a driveway with numbers. V. Morgan reminded audience members that they need to think of the future not just today; the Board was trying to make things as simple as possible for anyone moving into Town in the future as well as emergency responders. Chief Laurent tried to impress upon residents what it was like to respond to an emergency call when seconds count; police respond with one person and that's difficult in an emergency. Her job is to ensure the safety of residents in this Town.

J. McDevitt added that becoming 911 compliant will improve the safety issue. He asked residents their core reason for not wanting the change. A. Cerundolo responded there had to be a better way. Chair Penacho added that under normal conditions, you're not under stress when using GPS. Emergency responders are under stress and there may be new volunteers on a call. It's imperative there be a solution that functions for first responders.

Beverly Perriccio, 126 Great Bay Road: She was in favor of the proposed changes. She stated the changes are good if it makes it easier for emergency personnel.

Chief Laurent explained the dispatch system used by neighboring towns when responding mutual aid to Greenland. If a town is 911 compliant, they accept the GPS maps. Otherwise, they use different internet services. Greenland Police Department prints out maps once year that are given to neighboring towns. When a new street is added, towns are called with the updated information.

V. Morgan told residents that the Board realized it would be an inconvenience. At the same time the Selectmen have to take into consideration the safety of the Town's residents; it was paramount to them. While realizing they can't please all the people all the time, they were going to make it as safe as they possibly could. Not only the Town's emergency personnel, but those in other towns, agree 911 makes responses much easier. Whether liked or not liked, the Board of Selectmen had to do what was in the best interest of the Town.

The Town will provide the first sign; after that the signs are the responsibility of the residents on the private road. If signs are taken down by a plow, the Town Administrator should be contacted. Some residents didn't want the changes due to financial reasons and felt the existing name was their identity. They were also not convinced changing the name would make it better.

Chair Penacho closed the public hearing and returned to the Board. The Board of Selectmen is responsible for naming streets, and take into consideration any similarities. As new developments are added, each will have a unique name.

MOTION: M. Sodini moved to rename 149, 171, 177, 181, 185, 191 and 195 Dearborn Road to Rosemary Lane and renumber as recommended by 911, effective in 120 days. Second – K. Forrest; all in favor. MOTION CARRIED

MOTION: M. Sodini moved to rename 60, 66 and 71 Great Bay Drive West to Strongs Landing and renumber with the associated numbers of 17, 20 and 21 effective in 120 days. Second – K. Forrest; all in favor. MOTION CARRIED

MOTION: M. Sodini moved rename 126, 134, 142 and 150 Great Bay Road to Palomino Place and renumber with the associated numbers of 4, 5, 17 and 18, effective in 120 days. Second – V. Morgan; all in favor. MOTION CARRIED

MOTION: K. Forrest moved to rename 400, 408, and 416 Great Bay Road to Devon Lane and renumber with the associated numbers of 4, 16 and 15, effective in 120 days. Second – M. Sodini; all in favor. MOTION CARRIED

MOTION: M. Sodini moved rename 370, 392, 352, and 384 Great Bay Road to Salt Marsh Lane and renumber with the associated numbers of 6, 18, 26 and 11, effective in 120 days. Second – K. Forrest; all in favor. MOTION CARRIED

If residents of this section want to rename the road from Salt Marsh Lane, changes need to be made within 30 days as requested by Chief Laurent. Residents were asked to contact the Town Administrator with any proposed name changes.

MOTION: M. Sodini moved to rename 33-45 Great Bay Drive East to Birch Point Drive and renumber with the associated numbers of 4, 7, 11, 15, 19 and 16, effective in 120 days. Second – V. Morgan; all in favor. MOTION CARRIED

“Private Way” will be added to the street signs. If the drives are declared an emergency lane, they will not be plowed. In order to be plowed by the Town, drives would have to meet Town standards of 50’ wide. The deed to the drive would also need to be turned over to the Town. A motion for emergency lanes based on RSA 231:59-a was continued to the meeting on Monday, November 17, 2014.

Chief Laurent reminded residents affected by the 911 changes that they would be receiving an informational packet containing forms that will assist with a smooth transition. Chair Penacho thanked residents, noting it was not easy for them or the Board; the Board did understand their concerns. The position of the Board is that safety always comes first.

2. Security Cameras

Chair Penacho reminded members that the last discussion regarding security cameras was tabled while waiting for Chief Laurent’s review. She stated cameras would be a deterrent but not prevent a problem. The current proposal is four domed cameras: Tax Collector’s office over the counter area, the hallway as you enter the building, the walkway outside the building, and the parking lot. There will be a monitor in the Town Clerk’s office. V. Morgan stated he was not in favor of four cameras; he felt it would be better to spend the money on one camera in the foyer area plus better lighting in the parking lot. Chief

Laurent agreed there needed to be more lighting in the parking lot, adding that the Health Center had better lighting than the Town Office.

The objective would be deterrence. Chief Laurent stated that one or two cameras serve the deterrence factor, giving the police a picture should something happen. She recommended covering the foyer area, adding the staff should be encouraged to press their emergency button when an issue arises.

K. Forrest suggested receiving quotes based on the number of cameras. Chair Penacho agreed there should be a camera in the foyer. Chief Laurent suggested a security package should include lighting. The Town Administrator told the Board that companies have made recommendations; she will work on lighting prior to budget finalization. Lighting must be dark sky compliant (down lit) and the Town regulations must be followed.

The Town Administrator will get pricing for two cameras with the DVR and lighting the parking lot. Chair Penacho asked that Board members receive the information prior to the next meeting so a decision can be made.

3. Raffle Permit

If a raffle is being drawn within the Town of Greenland, a raffle permit must be done. St. Patrick's School is holding a raffle for 100 bottles of wine, which will take place at the Portsmouth Country Club. Although they had to get a one day liquor permit, bottles will be unopened.

MOTION: *V. Morgan moved to approve the raffle permit per RSA 287-A for St. Patrick's School. Second – K. Forrest; all in favor. MOTION CARRIED*

4. Road Bond Release, Acceptance of Road – Hughes Lane

Frank Catapano requested the Board release the bond and accept Hughes Lane as a Town road.

MOTION: *M. Sodini moved to release the road construction bond and accept Hughes Lane per the letter dated October 27, 2014 from Christian Smith, Beals Associates, and recommended by the Town Engineer. Second – K. Forrest; all in favor. MOTION CARRIED*

5. Acceptance of Roads – Ridgecrest, Balsam, Pinewood (Falls Way), Thompson Brook Circle

Frank Catapano addressed the Board regarding acceptance of roads at Falls Way.

MOTION: *M. Sodini moved to accept Ridgecrest, Balsam and Pinewood (Falls Way Subdivision) per the letter dated October 27, 2014 and recommended by the Town Engineer. Second – K. Forrest; all in favor. MOTION CARRIED*

The Town Administrator told the Board that Thompson Brook Circle has been completed and approved by the Town Engineer. The finished coat of pavement was done over a year ago.

MOTION: *M. Sodini moved to accept Thompson Brook Circle, off Willowbrook Avenue. Second – V. Morgan; all in favor. MOTION CARRIED*

6. Capital Improvement Plan Committee – Selectmen’s Rep

Requests have been distributed to the school, committees, boards and departments for capital improvement requests. The chairman will be Chip Hussey, Planning Board; he has requested the Selectmen assign a rep to the CIP Committee. It will entail two to three meetings over a six week period, or less. M. Sodini stated the current CIP plan is very weak. CIP goes hand in hand with the Town’s Master Plan, which is also done by the Planning Board.

MOTION: *M. Sodini moved to appoint K. Forrest to the CIP Committee. Second – J. McDevitt; all in favor. MOTION CARRIED*

7. Portsmouth Water Division – New Well Location

The Town Administrator met with Brian Goetz, who reported the Greenland location is their first choice for the new bedrock well. The two largest parcels are owned by Paul Sanderson. The Town has a small parcel as does Mr. Coombs and The Nature Conservancy. The City of Portsmouth is looking at ownership of some parcels and easements on others; things are still in the discovery stage. Madbury has been ruled out. The City of Portsmouth is requesting permission to access the Town-owned parcel to do the geo-physical survey.

MOTION: *M. Sodini moved to allow the City of Portsmouth to access the Town-owned property to do the geo-physical study. Second – V. Morgan; all in favor. MOTION CARRIED*

8. Equalization Study

The Equalization Study is signed by the Selectmen on an annual basis. The weighted mean is based on sales and is 92.4%. The ratio used for abatements will be 91.6%; it has to be between 90% and 110%. Houses have been assessed lower than the sale price. The Town Administrator explained the co-efficient of dispersion to the Board.

MOTION: *K. Forrest moved to accept the equalization study with a co-efficient of dispersion of 8.6% as prepared by the Town Administrator. Second – M. Sodini; all in favor. MOTION CARRIED*

9. Approval of Minutes: Monday, October 20, 2014

MOTION: *K. Forrest moved to approve the minutes of Monday, October 20, 2014. Second – J. McDevitt; all in favor. MOTION CARRIED*

10. Other Business

- Helicopters: Chair Penacho received a letter from the Portsmouth Mayor inviting Greenland to a meeting regarding concerns with helicopter traffic and noise over the City. Although the Selectmen appreciate the Mayor’s concern, Greenland will not attend the meeting.
- Property Tax Rate: The Town Administrator and Town Clerk have reconciled the tax warrant; an approval is needed. The preliminary tax rate is \$15.92; the increase is on the Town portion.

MOTION: *J. McDevitt moved to approve the 2014 Property Tax Warrant in the amount of \$10,515,321 as prepared by the Town Administrator. Second – M. Sodini; all in favor. MOTION CARRIED*

- **Brush Fee:** There currently is no disposal fee for brush taken to the Transfer Station. There is a cost involved because it's chipped. There are some local contractors/landscapers who bring in truckloads of brush. The Transfer Station employees and Property Maintenance Supervisor have recommended that brush for residents remain free; commercial contractors would be charged \$20 per truckload, regardless of capacity. Numbered receipts are used for every cash transaction at the Transfer Station. A public hearing will be held at the meeting on Monday, November 17, 2014, to establish the fee.
- **ADA Automatic Door:** The Town Administrator received a request for an ADA automatic door opener on the Town Clerk's office.
- **Personnel Policy:** K. Forrest was under the impression that major changes would be highlighted and personnel advised before they became effective. The Town Administrator responded that she followed the directive of the Board in regard to the enforcement of the current mileage policy.
- **Health Insurance:** The Town Administrator requested clarification on employee insurance rates before sending out enrollment forms. K. Forrest recommended a letter be sent from the Board explaining their decision. Chair Penacho stated Greenland has the best plan when looking at the comparison between towns. The decision was to inform employees that their portion may be increased prior to January 01, 2015, explaining the Board is still in the review process.

IV. ACCOUNTS PAYABLE – THURSDAY, NOVEMBER 06, 2014

1. Payroll Manifest 22A – Confirmation of Approval

MOTION: M. Sodini moved to confirm approval of Payroll Manifest 22A signed outside of a regularly scheduled meeting. Second – V. Morgan; all in favor. **MOTION CARRIED**

2. Payroll Manifest 23

MOTION: K. Forrest moved to approve Payroll Manifest 23 in the amount of \$54,923.56. Second – J. McDevitt; all in favor. **MOTION CARRIED**

3. General Fund Manifest 23

MOTION: K. Forrest moved to approve General Fund Manifest 23 in the amount of \$82,259.94. Second – V. Morgan; all in favor. **MOTION CARRIED**

4. Medical Deductible Expendable Trust Manifest 22

MOTION: J. McDevitt moved to approve Medical Deductible Expendable Trust Manifest 22 in the amount of \$1,970.80. Second – V. Morgan; all in favor. **MOTION CARRIED**

5. Police Special Revenue Fund Manifest 10

MOTION: J. McDevitt moved to approve Police Special Revenue Fund Manifest 10 in the amount of \$350. Second – V. Morgan; all in favor. **MOTION CARRIED**

V. ADJOURNMENT

MOTION: K. Forrest moved to adjourn at 9:55 p.m. Second – J. McDevitt; all in favor. **MOTION CARRIED**

NEXT MEETING

Monday, November 17, 2014 – Town Hall Conference Room, 7:00 p.m.

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, November 17, 2014