



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, December 15, 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

Also Present: Tim Collins – Emergency Management Director Elect

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. Referring to the proposed 911 changes, Chair Penacho reminded those present that a public hearing had been held and this was a public meeting; the process for a public meeting was explained.

I. APPOINTMENT

1. 2015 Unity Run – Dawn Sawyer

The 2015 Unity Run will be held on Sunday, April 26, 2015. The race will be a 10K; the route will be announced after approved by the Town of Stratham.

MOTION: K. Forrest moved to approve the use of 575 to 579 Portsmouth Avenue, Greenland, for the 2015 Unity Run. Second – V. Morgan; all in favor. **MOTION CARRIED**

2. Signing: Emergency Management Plan & Radiological Response Plan – Ken Fernald

In one of his last official acts as Emergency Management Director, K. Fernald presented the Emergency Management Radiological Response Plan to the Selectmen for signatures. It was officially adopted on May 20, 2013; an annual renewal is required in December. The plan has been updated for 2014, and revisions noted. K. Fernald and EMD Elect Tim Collins will be holding a training session on Saturday, January 17, 2015.

MOTION: M. Sodini moved to sign the Emergency Management Radiological Response Plan as presented by the Emergency Management Director. Second – K. Forrest; all in favor. **MOTION CARRIED**

The annual concurrence for the Local Emergency Operation Plan was also presented for signatures. With a new Board in March 2015, the plan will need to be reapproved by Selectmen.

MOTION: K. Forrest moved to approve Local Emergency Operation Plan as presented by the Emergency Management Director. Second – J. McDevitt; all in favor. **MOTION CARRIED**

Chair Penacho congratulated K. Fernald on the results of the last exercise.

II. ADMINISTRATIVE AND OTHER ITEMS

1. 911 Road Name Changes – Post Road Phase I

Chief Laurent outlined the private drives affected in this phase of 911 road name changes. V. Morgan addressed the concerns of Post Road residents stated in a letter to the Board of Selectmen dated December 08, 2014. Although he felt the letter was well-thought out and professionally done, he was taken by the fact that the Board was considered to be “clandestine, devious, hap-hazard, lacking transparency and seeking to insulate themselves from public outcry”. He continued that the letter ended with they were aware the Board has an inherent obligation to ensure the public safety, and that they recognized the Board’s efforts go largely unnoticed and thanked them for their service.

V. Morgan further addressed their comments. Unless otherwise directed by State law, all Board of Selectmen meetings are held in a public forum with notice in accordance with that law, and agendas are posted for the public. He emphasized that the Board has expounded on transparency. Further, there has been no part of the 911 proceedings that has not been held in a public forum. He continued that emergency personnel have brought it to the Board’s attention that response times have been affected because they are unable to locate addresses. When the Board is notified of potential Town hazards, they are obligated to address that issue. The proposed 911 changes were done in what was considered a responsible approach on the State and federal levels.

V. Morgan explained that the Board felt dealing with small groups, rather than a large “Town Hall” type meeting, would allow thoughts to be more clearly articulated. There is not a member on the Board of Selectmen who doesn’t work in the best interest of the Town and its residents. V. Morgan suggested 911 changes could be taken to Town Meeting as a warrant article.

Chair Penacho stated that the Town could be held legally responsible should something happen, adding that he would never put the Town or Board in that position. Safety is the overriding reason for the changes. To accuse the Board of the things mentioned in the letter was totally inappropriate.

Several Board members and Chief Laurent agreed there could be some improvement to the process. J. McDevitt stated he would like to review the letter that’s sent to residents to ensure it’s informative. He also suggested that all emergency management personnel should speak at the initial meeting. If there is a problem and it warrants a solution, it should be comprehensive and standardized throughout the Town. J. McDevitt reminded residents that the Board is responsible for evacuating the Town should something happen; it could be more than just emergency responders.

David Outhouse, 580 Post Road: Responded to V. Morgan’s comments regarding the letter. They tried to word it carefully and didn’t accuse the Board of being devious or clandestine, but it had that appearance. Referring to RSA 231:133a, D. Outhouse stated that once the proposed changes had been approved all affected residents must be notified. The Town Administrator clarified that the E911 mapping had been accepted, but proposed changes were not. Chair Penacho stated that changes are being done in sections; Chief Laurent added that only she, the Fire Chief and Emergency Management Director knew the specific roads. D. Outhouse gave the Board a statement that would be signed by residents on his road releasing the Town of any liability and identifying the road as non-911 compliant. He proposed appropriate signage be placed at the end of his road and re-evaluated in 24 months.

V. Morgan stated that 911 was trying to standardize the system throughout the State; eventually they’d like to do it nation-wide. D. Outhouse felt the proposal from residents was more unified than what was being proposed.

J. McDevitt asked the Board if they felt there was a problem with the process that warranted a correction before proceeding, or were they comfortable in continuing with the public hearings. K. Forrest felt it should be studied and the process reviewed for an easier way. M. Sodini stated there is no easy way. He added that a public hearing would be needed for the public's feedback and then the experts should be consulted. The decision should be made based on what the experts recommend. Chair Penacho agreed the process was not perfect and was in favor of bringing in the smaller groups. Taking this to Town Meeting would only delay the issue.

MOTION: V. Morgan moved for a delay to review the process further.

J. McDevitt asked for further clarification. He would like the process to be more transparent and efficient before going forward. Chief Laurent told the Board that given the optimal number of people, she could submit changes based on those figures. J. McDevitt suggested that Chief Laurent and V. Morgan meet within the next week and review the process. Chair Penacho reminded the Board that the process had been reviewed; Chief Laurent added that the letter was a Notice of Hearing. She has since developed a more informative notification for residents.

MOTION: V. Morgan moved for a delay until the meeting on Monday, December 29, 2014, to review the process further. Second – J. McDevitt; two in favor, three against. MOTION FAILED

MOTION: M. Sodini moved to assign names to 574, 576, 580, 586, 592, 635/637, 649/651, 667, 767/769, 783, 789 & 791 Post Road effective April 01, 2014. Second – K. Forrest; all in favor. MOTION CARRIED

MOTION: M. Sodini moved to rename 574, 576, 580, 586 and 592 Post Road as Spruce Lane and clearly identify it as a private lane. Second – K. Forrest; all in favor. MOTION CARRIED

MOTION: K. Forrest moved to rename 635/637, 649/651 and 667 Post Road as Abenaki Way and clearly identify it as a private lane. Second – M. Sodini; all in favor. MOTION CARRIED

MOTION: M. Sodini moved to rename 767/769, 783, 789 & 791 Post Road as Creek Way and clearly identify it as a private lane. Second – K. Forrest; all in favor. MOTION CARRIED

Town street signs will be green; street signs for private ways will be blue and labeled PVT.

2. Timber Tax

The Town Administrator explained the timber tax in the amount of \$643.49 was for the cut that took place at Brackett Point.

MOTION: M. Sodini moved to approve the timber tax warrant in the amount of \$643.49 as presented by the Town Clerk/Tax Collector. Second – K. Forrest; all in favor. MOTION CARRIED

3. Abatements

The assessing agent marked the property at 10 Sunset Drive as vacant and the Veteran's Credit was deleted. The owner's son has spoken to the Town Administrator; the property still qualifies for the Veteran's Credit.

MOTION: V. Morgan moved to approve the abatement for 10 Sunset Drive. Second – M. Sodini; all in favor. MOTION CARRIED

The Elderly Exemption for 72 Maple Drive was deleted because the Residency Certification was not returned. The son has spoken with the Town Administrator and the resident qualifies.

MOTION: V. Morgan moved to approve the abatement for 72 Maple Drive. Second – J. McDevitt; all in favor. MOTION CARRIED

4. Veteran's Credit

The Veteran's Credit for 128 Ridgecrest Drive will be effective in the 2015 tax year.

MOTION: V. Morgan moved to approve the Veteran's Credit for 128 Ridgecrest Drive. Second – J. McDevitt; all in favor. MOTION CARRIED

5. Town Car Bids

Several bids were received for the Town car that was advertised on Craig's List. The high bid was \$2,900 and the car has been picked up.

MOTION: V. Morgan moved to dispose of the surplus Town car in the amount of \$2,900. Second – K. Forrest; all in favor. MOTION CARRIED

6. Planning Board Consultant

The Planning Board has opted to hire Mark Fougere as their consultant. The Planning Board requested Board of Selectmen approval contingent upon the Town Attorney's review of the contract from Fougere Planning & Development, Inc. The budget will be revised to reflect his hourly rate and cost.

MOTION: V. Morgan moved to approve Fougere Planning & Development, Inc. as the Planning Board consultant pending the Town Attorney's review. Second – J. McDevitt; all in favor. MOTION CARRIED

7. Transfer Station Hiring

Three applications for the Transfer Station vacancy were received. One applicant, Charles Ireland, is currently on the call list; Chris Cabrey, who has assisted the Property Maintenance Supervisor over the last several years, also applied; and the third applicant is a retired gentleman who lives on Post Road.

MOTION: V. Morgan moved to appoint Charles Ireland as the part-time Transfer Station attendant. Second – K. Forrest; all in favor. MOTION CARRIED

MOTION: K. Forrest moved to offer on-call employment at the Transfer Station to Chris Cabrey and the applicant from Post Road. Second – J. McDevitt; all in favor. MOTION CARRIED

8. Approval of Minutes: Monday, December 01, 2014

MOTION: V. Morgan moved to approve the minutes of Monday, December 01, 2014. Second – K. Forrest; four in favor, one abstain (M. Sodini). MOTION CARRIED

9. Other Business

The Board discussed the letter received from Tori Fish regarding the intersection by the Post Office. They were in agreement it was a great idea and are referring her suggestion to DOT for their consideration. The Town Administrator will send a letter to T. Fish.

The Board must adopt the Fund Balance Policy and Investment Policy on an annual basis. Both are modeled after the State statute and are required by statute for an annual concurrence by the Board. The Investment Policy requires the Town Treasurer to review banking relationships annually to ensure they are representing the Town properly. The Fund Balance Policy requires the Town to maintain a fund balance between 5% and 17% as recommended by the government finance officers.

MOTION: V. Morgan moved to adopt the Fund Balance Policy for 2015. Second – J. McDevitt; all in favor. MOTION CARRIED

MOTION: K. Forrest moved to approve the Investment Policy for 2015. Second – J. McDevitt; all in favor. MOTION CARRIED

There was a discussion regarding a TIF District (Tax Increment Financing District). It must be presented by the Selectmen as a warrant article at Town Meeting and a public hearing must be held. When a TIF District is adopted, the location must be designated and it must be for a specific reason. The Town Administrator explained that if a TIF District was established, the cost is allocated only to the properties in that district. Property owners would be charged an additional tax which would be used to pay for the designated purpose.

III. ACCOUNTS PAYABLE – THURSDAY, DECEMBER 18, 2014

1. Payroll Manifest 26

MOTION: V. Morgan moved to approve Payroll Manifest 26 in the amount of \$46,744.99. Second – K. Forrest; all in favor. MOTION CARRIED

2. General Fund Manifest 26

MOTION: V. Morgan moved to approve General Fund Manifest 26 in the amount of \$451,433.85 (School - \$325,000). Second – K. Forrest; all in favor. MOTION CARRIED

3. Medical Deductible Expendable Trust Manifest 25

MOTION: V. Morgan moved to approve Medical Deductible Expendable Trust Manifest 25 in the amount of \$193.67. Second – J. McDevitt; all in favor. MOTION CARRIED

IV. NON-PUBLIC

1. Personnel Evaluation Review [RSA 91-A:3, II(c)]

MOTION: K. Forrest moved to go into non-public session at 8:35 p.m. Second – J. McDevitt; all in favor. MOTION CARRIED

The Board returned to public session at 10:20 p.m.

V. ADJOURNMENT

The Board adjourned at 10:20 p.m.

NEXT MEETING

Monday, December 29, 2014 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, December 29, 2014