



**BOARD OF SELECTMEN**  
**Town of Greenland • Greenland, NH 03840**  
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**MINUTES OF THE BOARD OF SELECTMEN**

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Monday, May 18, 2015 – 7:00 p.m. – Town Hall Conference Room

*Members Present:* Vaughan Morgan, Kevin Forrest, John McDevitt, Jim Rolston

*Members Absent:* John Penacho

*Staff:* Karen Anderson – Town Administrator, Tara Laurent – Police Chief, Ralph Cresta – Fire Chief, Tim Collins – Emergency Management Director, 911 Commission Member

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Chair Morgan 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 – RSA 231:133-a**

**1. Proposed E-911 Changes**

Chair Morgan announced that in the past, police and fire personnel in Greenland and surrounding towns have had difficulty locating addresses when responding to an emergency in Town. In some cases, this has increased response time which could cost the life of a resident. When safety issues are brought to the attention of the Board of Selectmen, they are obligated to find a remedy. In accordance with RSA 231:133 and RSA 231:133-a, address changes are being made in an attempt to reduce response times. Chair Morgan clarified that it was not a matter of “if” but “when” the 911 changes would be made. The hearing was being held to answer questions regarding what happens when addresses change. Chief Laurent explained that addresses with three or more drives would be given new numbers and street names.

Tom Brackett addressed the Board, stating that three years ago Chief Maloney and the previous Building Inspector asked him to renumber the houses on Brackett Point Road. Knowing that he would be asked to provide a new name for the road, T. Brackett suggested Rue de Aquitaine. He explained that the Brackett family was originally from the French region of Aquitaine and felt that name would be appropriate. He asked to keep the numbers the same, to which Chief Laurent responded that 911 suggested the numbering to meet their standards. Further, even and odd numbers cannot be on the same side of the road. Changes will not take effect for 90 days from the next hearing on Monday, June 01. It was recommended by Chief Laurent and the representative from 911 that tenants not be notified until the changes go into effect.

T. Brackett stated that he actually owns the Strongs Landing road and the homeowners are subject to his easement. He requested the name be changed to Strongs Bow. The Town Administrator pointed out that this has been renamed and the sign is in place. Chief Laurent added that the residents of the newly named Strongs Landing would have to be notified of another name change. Chair Morgan stated that the Board would need to discuss the suggested change before making a decision.

The Town Administrator stated that notices are sent to the residential owner, and not the owner of the road. She added that the Brackett's own Great Bay Drive East and West, to which T. Brackett responded that he doesn't want it, and has offered to Quit Claim both roads (as is, where is, tar to tar) to the Town.

There being no further comments, Chair Morgan closed the public hearing. The next public hearing will be held on Monday, June 01, at 7:00 p.m. There were no other parties present; road names must be submitted to the Town Administrator by June 01, 2015.

## I. ADMINISTRATIVE AND OTHER ITEMS

### 1. Appointment of Deputy Treasurer – Tina Miles

Sharon Hussey-McLaughlin, Treasurer, has recommended Tina Miles be appointed as Deputy Treasurer. T. Miles was introduced to the Board by the Town Administrator. She currently is the Financial Assistant for SAU 50 and has worked with the School Treasurer.

**MOTION:** *J. Rolston moved to appoint Tina Miles as Deputy Treasurer. Second – K. Forrest; all in favor.*  
**MOTION CARRIED**

### 2. Rolston Park Project – Laura Byergo

Laura Byergo updated the Board on a proposed project for Rolston Park. The project, in conjunction with Great Bay Stewards, was part of a grant from DES to do outreach with towns throughout the Great Bay watershed. It involved speaking with Town officials, homeowners, and property owners about stormwater management. In addition, funding and training is available to improve stormwater protection at sources that drain into Great Bay. The goals are to educate and reduce nutrients going into the Bay.

Rolston Park has the potential to be a beautiful park with access to the river. DES and Fish & Game have indicated they would like to put a small dock/canoe launch at that location. Going through the Natural Resource Steward's Program, she met a forester at the Urban Forestry Center and suggested an installation project at Rolston Park.

An Arbor Day event was held at Rolston Park on Sunday, May 03; 100 bushes were planted on the back slope that had erosion problems. Five women from the Greenland's Women Club have volunteered to help with the maintenance and plant flowers.

L. Byergo told the Board that stormwater comes off the parking lot, Rt. 33, Riverside Drive and the culvert, which is collapsed. She has looked at it with the Urban Forestry Center and DES; they would like to do the stormwater project in the little curve between Riverside Drive and Rt. 33. They also may be able to do a rain garden at the foot of the parking lot. They'd like to do a project upriver from the park to reduce what's flowing into the park.

L. Byergo stated that she had spoken to both the dentist and chiropractor about an installation adjacent to their property and explained what they were trying to do with the park. She continued that she received a negative response from both offices. She clarified for the Board that she was not representing the Conservation Commission while doing this project; she was representing the Great Bay Stewards and the Winnicut River Watershed Coalition.

K. Forrest told L. Byergo that he appreciated her passion for the environment and her work with Great Bay. However, he had some concerns about her approach to the dentist and chiropractor. L. Byergo stated that she may have mistakenly thought they understood what she was trying to accomplish. Responding to a question from J. McDevitt, L. Byergo stated that she did not identify herself as a member of the Conservation Commission. He reminded her that the Conservation Commission was appointed by the Board of Selectmen to serve at their pleasure. She assured the Board that she did not mention the Conservation Commission. Asked if there was a way to recover some of this, L. Byergo responded that the program is voluntary. She would have to guarantee that the Town would maintain the hedges.

When asked about the stumps in Rolston Park, the Town Administrator stated that they weren't removed because of the erosion problem. The locust trees died and were cut back approximately three years ago. The stumps were left because the root structure was solid. L. Byergo added that the Urban Forestry forester said not to remove the stumps on the back side; he suggested cutting them off at ground level and leaving the roots.

L. Byergo told the Board that on Saturday, May 23 at 10:00 a.m., Cheri Patterson, Supervisor of the Fish & Game Marine Division, will be speaking to people down by the Winnicut River. She will give an update on the fish ladder as well as talk about algae in the river. In June, the President of the Seacoast Audubon Chapter will be doing a bird walk on the Weeks property.

L. Byergo mentioned that after the fish ladder lawsuit is settled, any remaining funds will be put towards the kayak/canoe launch. J. McDevitt clarified that the dock will be in Rolston Park and that there were limited parking spaces available. It was suggested that when the culvert is repaired the parking lot could be expanded over the culvert, which might provide some protection as well as add a few more parking spaces. J. McDevitt's concern was the proximity of the parking lot to Rt. 33. The Town Administrator told the Board the kayak launch was part of the dam removal project.

Chair Morgan told L. Byergo the Board appreciated her efforts. He suggested that if she can't make an appointment, she should write a letter. Referring to having something visual for meetings, L. Byergo felt she may eventually have a design available for the park project.

### 3. Request to Waive Bid Procedures: Paving Remaining Area of Transfer Station

The Town Administrator explained that this is the third and final part of the Transfer Station paving. Bourassa understands Altus Engineering's plan for the stormwater regulations as well as the plan with the slopes. For efficiency, she recommended that Bourassa be awarded the bid to finish the paving, adding that their prices have always been competitive. If the bid procedure was waived, the project could be completed faster than it would be if it went out to bid.

Bids for Dearborn, Caswell and Hillside are due by May 28. Bids go directly to Underwood Engineers; however, four contractors have paid for plans.

J. McDevitt was concerned about not going out to bid due to the amount of money involved. The Town Administrator told the Board this would be considered a small paving job, and probably wouldn't receive many bids. Bourassa has done the first two steps of the project, and this is the final phase. J. McDevitt wanted to ensure the stormwater management plans were being followed; the Town Administrator stated Bourassa would follow the plan and they did the grading last fall in preparation the paving. Bourassa had originally bid on the entire project.

**MOTION:** K. Forrest moved to approve Bourassa Construction for paving at the Transfer Station and waive the bidding procedure; the cost of Phase Three will be \$60,196. Second – J. Rolston; all in favor. MOTION CARRIED

The Town Administrator was asked to get a start date for the project.

#### 4. 2015-2016 Snow Plowing Contract

One bid for plowing was received from Jim Jones; the price was the same as previous years. \$320,000 is budgeted and normally the cost is \$285,000; this past season was over \$430,000. K. Forrest asked what the Town would do if there was no one to plow. The Town Administrator responded that Greenland would do what many other towns do: buy equipment and hire staff.

K. Forrest voiced his concern about snow being dumped on private property. Discussion about damage caused by the front end loader will take place in the fall when the Board meets with Jim Jones. J. McDevitt added that the Town should be responsible for damage to private property caused by Town equipment.

**MOTION:** K. Forrest moved to approve the 2015-2016 snow plowing contract from Jones Snow Plowing Services at the operating cost designated in the RFP. Second – J. McDevitt; all in favor. MOTION CARRIED

- Bid Updates: On bid has been received for fence repair at the recreation fields. The Town Administrator will be moving forward on line striping shortly.

Bids will be opened on May 28 for Hillside, Dearborn and Caswell. The bid will be awarded June 01; Underwood Engineering will be here with a spread sheet for the Board to review. The Town Administrator anticipates work starting by the end of June, with substantial completion by September 01.

#### 5. Liaison Reports

- Fire: Chair Morgan reported that three firefighters went to Ossipee to assist with the forest fire. The Chief anticipates that the Town will be reimbursed the cost of sending the firefighters.
- Recreation: The last meeting was cancelled due to lack of a quorum. A U12 softball team was not going to be fielded due to lack of participants; they were able to partner with Portsmouth, which has worked very well. K. Forrest requested a background check policy be added to the tracking log.
- Library: J. Rolston was unable to attend the last meeting.
- Planning Board: J. McDevitt briefly reviewed the Sandown Road System Action Plan that he received from the Planning Board Consultant. The plan details how they classify their roads in need of repair. He suggested it be reviewed for discussion and possible implementation, and that a warrant article be started for funding road improvements. The Town Administrator said that she has driven the Town roads with the Property Maintenance Supervisor every year and classifies them 1 through 5, with 5 being the worst; this format is excellent.

Chair Morgan stated that he read the Planning Board minutes and asked J. McDevitt if the Building Inspector should be involved with Debbie Beck's concerns rather than the Planning Board. J. McDevitt responded that D. Beck is an abutting property owner and her concerns have to be addressed. He continued that it could be the Building Inspector's job, but the developer of the project has a higher oversight that was required by the Planning Board due to the size and scope of

that project. According to the developers email, the Town Engineer has already been out to the site; the Planning Board Chairman can call the engineer rather than doing a site walk. Chair Morgan was concerned about the cost to the Town; J. McDevitt stated he would be going out with the Chair and there should be no expense. If the Town Engineer finds a problem, then the developer will have to address it. J. McDevitt was unsure the Building Inspector was qualified to inspect stormwater management and engineering issues.

#### 6. Wireless Communication Devices Policy

The Town Administrator explained the law becomes effective July 01, 2015, and the new policy reflects that law and deals with handheld devices. The policy would apply to all employees using a Town vehicle. Chief Laurent has reviewed the policy and she is doing one specifically for police that will be more stringent. Without a policy in place, it would be difficult to enforce a violation. K. Forrest felt the Town should be using the more stringent policy rather than two different policies. K. Forrest suggested this policy become part of the Personnel Policy.

**MOTION:** J. Rolston moved to implement the Wireless Communication Devices Policy amendment into the Personnel Policy, effective July 01, 2015. Second – K. Forrest; all in favor. MOTION CARRIED

#### 7. Other Business

- Performance Plans: K. Forrest stated the performances plans for the Town Administrator, Building Inspector, and Police Chief should be closed out. The final product should be available for discussion and review at the next Selectmen's meeting. Chair Morgan will do one with the Fire Chief at a later date.
- Remembrance Park: Names to be added were discussed. The spreadsheet with approved names will be available at future meetings.

**MOTION:** K. Forrest moved that Loren W. Smith, Jr., be approved for inclusion on Veteran's Memorial. Second – J. Rolston; all in favor. MOTION CARRIED

#### 8. Non-Public Session – RSA 91A:3II(c)

**MOTION:** K. Forrest moved to go into non-public session under RSA 91A:3II(c) at 8:42 p.m. Second – J. McDevitt; all in favor. MOTION CARRIED

**MOTION:** K. Forrest moved to return to public session at 9:23 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

#### 9. Approval of Minutes: Monday, May 04, 2015

**MOTION:** J. Rolston moved to approve the minutes of Monday, May 04, 2015. Second – K. Forrest; all in favor. MOTION CARRIED

### II. ACCOUNTS PAYABLE – THURSDAY, MAY 21, 2015

#### 1. Payroll Manifest 10

**MOTION:** J. McDevitt moved to approve Payroll Manifest 10 in the amount of \$45,475.31. Second – K. Forrest; all in favor. MOTION CARRIED

2. General Fund Manifest 10

**MOTION:** K. Forrest moved to approve General Fund Manifest 10 in the amount of \$268,782.54 (School - \$130,000). Second – J. McDevitt; all in favor. MOTION CARRIED

3. Medical Deductible Expendable Trust Manifest 10

**MOTION:** K. Forrest moved to approve Medical Deductible Expendable Trust Manifest 10 in the amount of \$4,725.35. Second – J. Rolston; all in favor. MOTION CARRIED

III. ADJOURNMENT

**MOTION:** J. McDevitt moved to adjourn at 9:25 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Monday, June 01, 2015 – Town Hall Conference Room, 7:00 p.m.

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, June 01, 2015