



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, March 21, 2016 – 7:00 p.m. – Town Hall Conference Room

Members Present: Vaughan Morgan, Kevin Forrest, John McDevitt, James Rolston, Paul Sanderson

Staff: Karen Anderson – Town Administrator

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. Chair Morgan welcomed Paul Sanderson to the Board.

1. Reorganization of the Board

MOTION: K. Forrest moved to appoint V. Morgan as Chairman of the Board of Selectmen. Second – J. Rolston; all in favor. **MOTION CARRIED**

MOTION: J. McDevitt moved to appoint K. Forrest as Vice Chairman of the Board of Selectmen. Second – J. Rolston; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to appoint J. McDevitt as the Selectmen's representative to the Planning Board. Second – J. Rolston; four in favor, one abstain (J. McDevitt). **MOTION CARRIED**

MOTION: J. McDevitt moved to appoint P. Sanderson as the alternate Selectmen's representative to the Planning Board. Second – J. Rolston; all in favor. **MOTION CARRIED**

MOTION: J. Rolston moved to appoint P. Sanderson as the Selectmen's representative to the Budget Committee. Second – J. McDevitt; all in favor. **MOTION CARRIED**

MOTION: J. McDevitt moved to appoint K. Forrest as the Selectmen's representative to the Recreation Committee. Second – J. Rolston; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to appoint V. Morgan as the Selectmen's liaison to the Police Department. Second – P. Sanderson; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to appoint V. Morgan as the Selectmen's liaison to the Fire Department. Second – P. Sanderson; all in favor. **MOTION CARRIED**

MOTION: J. McDevitt moved to appoint J. Rolston as the Selectmen's liaison to the Library. Second – P. Sanderson; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to appoint J. McDevitt as the Selectmen's liaison to the Building Inspector. Second – J. Rolston; four in favor, one abstain (J. McDevitt). **MOTION CARRIED**

MOTION: Chair Morgan moved to appoint K. Forrest as the Selectmen's liaison to the Town Administrator. Second – J. McDevitt; all in favor. **MOTION CARRIED**

I. APPOINTMENT

1. Library Trustees: Available Town Land for Future Library

Mark Fodero addressed the Board. The possibility of a new Library being constructed within the same site as a Fire Department and Town Hall was discussed. M. Fodero stated they were looking into that option; they would like to stay at their current location, but the land situation was prohibitive. They have an architect working with them to utilize what they have; however, they were interested in what other Town land may be available to them.

Chair Morgan stated that if they moved the main library to another location, the building must remain a library in order to for the Town to maintain ownership. The Town Administrator clarified that according to the deed, the building was donated to the Town for use as a public library. If not used as a library, it would revert back to the Weeks family. The Trustees didn't feel that was clear in the deed. J. McDevitt suggested that an attorney review the deed for clarification. The Town Administrator added that the Secretary of State's office referenced that when the window wells were being installed.

There was further discussion regarding future building in the area of the Town Hall. A new library would be approximately 10,000 sq. ft. The Town Administrator explained that there were two scenarios available in the area of the Town Hall: it would fit as a separate building where the existing maintenance building is located, but not as part of a Town Hall/Fire Department complex. M. Fodero explained that a two story building that would have a smaller footprint, but would be more expensive.

Chair Morgan felt the Weeks Library should remain a library. The building could be a satellite if they decided to build a new library on another location. J. McDevitt stated that, personally, he would be in favor of a library/community center within the same structure. There may be more community support for that type of building. K. Forrest asked if there were any infrastructure issues with the existing building. M. Fodero responded it's structurally sound. The roof has been replaced and plumbing updates have taken care of the water issues.

P. Sanderson suggested holding public hearings to receive community consensus before the design process is started. With an SB2 ballot, they would need 62% of the vote for the project to move ahead. J. McDevitt agreed that the public needed to be fully educated on projects that may happen over the next several years, which would include a new fire station. The Town Administrator suggested that presenting one bond to voters for joint projects may be a best option.

The space needs study prepared by Underwood Engineers three years ago was reviewed. The Town Administrator suggested that if the Library was interested in the property next to the Town Hall, they should contact Underwood Engineers for updated costs, tying in with what their architect has already done. Underwood Engineers would also be willing to do a public hearing presentation.

The Town Administrator will review the deed with the Secretary of State's office for further clarification.

II. ADMINISTRATIVE AND OTHER ITEMS

1. Abatements

- a. 2 Pinewood Circle: The assessor recommended the abatement as well as further reducing the property value for the following year. The value was based on a finished enclosed porch vs. an unfinished porch.

MOTION: *P. Sanderson moved to approve the abatement for 2 Pinewood Circle in the amount of \$77.79 plus interest. Second – J. Rolston; all in favor. MOTION CARRIED*

- b. 30 Bayridge Road: This is a continuation of an abatement filed in 2014 that went to the Board of Tax and Land Appeals. It was dismissed in 2013 by BTLA because the homeowner refused an interior inspection. There has recently been a settlement meeting with the homeowner. The Town Administrator reviewed the assessor's findings with the Board. The Board was given two options: (1) they could abate \$2,769 for 2015 and \$2,250 for 2014, or (2) not approve the abatement request; the case would go to the BTLA later this year. She explained that the assessor doesn't have a role in advising the Board when the case is before BTLA; he can only give the facts about the property. The property owner has had an independent appraisal done. There was further discussion of the BTLA process.

MOTION: *J. McDevitt moved to deny the abatement settlement for 30 Bayridge Road and notify BTLA that a settlement was not reached. Second – K. Forrest; four in favor, one recused (P. Sanderson). MOTION CARRIED*

2. Veteran's Credits

The Town Administrator explained that the application was for two residents at the same address who qualified for veteran's credits.

MOTION: *K. Forrest moved to approve the two Veteran's Credits for property located at 5 Meloon Road. Second – J. Rolston; all in favor. MOTION CARRIED*

3. 2016 MS-232: Report of Appropriations Voted

The MS-232 report is done annually and goes to the Department of Revenue Administration to certify the budget and warrant articles approved on March 08, 2016. Total appropriations approved for 2016 is \$3,937,982.

MOTION: *J. Rolston moved to approve the MS-232 Report of Appropriations as prepared. Second – P. Sanderson; all in favor. MOTION CARRIED*

4. Cancer Cluster Meeting

The Board was updated on the cancer cluster meeting that was held on Tuesday, March 15, 2016 in Rye. The five area towns affected by the cancer cluster were involved. Less than five cases of two very rare forms of pediatric cancer have been reported in those communities. Attendees voiced concerns about the Coakley Landfill, which is a Super Fund site on the federal priority list. As a result of that meeting, the Town Administrator has contacted the Coakley Group and EPA to hold a public meeting in Greenland to update residents about the site and address any concerns. She is working with the Town Health

Officer to set up that meeting as well as preparing information for residents about cancer clusters. The Board and residents will be notified when the meeting date, location and participants are confirmed.

5. Temporary Storage Unit – 29 Cemetery Lane

The new property owners, Morgan and Elisabeth Densley, were present. They were requesting a temporary storage unit on the property, for a period not to exceed one year, while renovations are being done.

MOTION: *J. Rolston moved to approve the temporary storage unit for 29 Cemetery Lane while renovations of the property take place. Second – P. Sanderson; all in favor. MOTION CARRIED*

6. Correction of Accounts Payable General Fund Manifest 05 – March 10, 2016

An error was made on the cover sheet of the General Fund Manifest at the meeting on Monday, March 07, 2016. The amount on the cover sheet was \$190,929.06; the correct amount was \$490,929.06.

MOTION: *K. Forrest moved to rescind the approval to the General Fund Manifest dated March 10, 2016, in the amount of \$190,929.06, and to further approve the correct amount of \$490,929.06. Second – J. Rolston; four in favor, one abstain (P. Sanderson). MOTION CARRIED*

7. Approval of Minutes: Monday, March 07, 2016

MOTION: *K. Forrest moved to approve the minutes of Monday, March 07, 2016 with a notation referencing the correction to the General Fund Manifest as stated above. Second – J. McDevitt; four in favor, one abstain (P. Sanderson). MOTION CARRIED*

8. Other Business

- Chief Cresta has spoken to Chair Morgan requesting permission to construct two bunk systems in the fire station which would provide on-duty personnel with sleeping quarters. He estimates the cost to be between \$800 and \$1,000. J. McDevitt has requested that written estimates and sketches be submitted for review by the Board.
- Performance Reviews: K. Forrest requested that self-performance assessments be returned to the Board by the Town Administrator and Police Chief for the next meeting (Monday, April 04, 2016). A performance appraisal will be developed for the Property Maintenance Supervisor, who now reports directly to the Board of Selectmen; a liaison will also be assigned. K. Forrest will work with the Town Administrator to create that worksheet.
- J. Rolston questioned ambulance procedures because he saw an ambulance with lights flashing in a relative's yard. When he checked on the well-being of that relative, he learned the ambulance was there to issue a burn permit. The Town Administrator explained that if the EMT on duty issues a burn permit, they use the ambulance in case there is a call. However, they should not have lights flashing.
- Chair Morgan suggested changing the format of the Board agenda. He distributed a copy of his recommendations and explained the reasoning. The Board had no problem with the changes.
- Snow Plowing Contract: Chair Morgan would like to review the snow plowing contract at the next meeting (Monday, April 04, 2016).
- Dennis Malloy, 10 Van Etten: Asked if there was a public comment section on the agenda. The Town Administrator explained that was normally done under "Other Business". D. Malloy noted for the Board that the Town Administrator was in attendance at the cancer cluster meeting, despite the

Letter to Editor stating town officials were not present. The overall plan for paving roads in Town was briefly reviewed. Lastly, D. Malloy told the Board the UNH Cooperative Extension offers a program that brings people together over a couple of days for discussion purposes. The Board told him that Greenland has done that in the past.

III. ACCOUNTS PAYABLE – THURSDAY, MARCH 24, 2016

1. Payroll Manifest 06

MOTION: J. Rolston moved to approve Payroll Manifest 06 in the amount of \$50,808.79. Second – K. Forrest; all in favor. MOTION CARRIED

2. General Fund Manifest 06

MOTION: J. Rolston moved to approve General Fund Manifest 06 in the amount of \$472,423.66 (School - \$325,000). Second – K. Forrest; all in favor. MOTION CARRIED

3. Fire and Safety Revolving Fund Manifest 04

MOTION: K. Forrest moved to approve Fire and Safety Revolving Fund Manifest 04 in the amount of \$339.10. Second – J. Rolston; all in favor. MOTION CARRIED

4. Ambulance Special Revenue Fund Manifest 01

MOTION: K. Forrest moved to approve Ambulance Special Revenue Fund Manifest 01 in the amount of \$3,000. Second – J. McDevitt; all in favor. MOTION CARRIED

IV. ADJOURNMENT

MOTION: J. McDevitt moved to adjourn at 8:25 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Monday, April 04, 2016 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, April 04, 2016