



BOARD OF SELECTMEN
Town of Greenland • Greenland, NH 03840
11 Town Square • PO Box 100
Phone: 603.431.7111 • Fax: 603.430.3761
Website: greenland-nh.com

MINUTES OF THE BOARD OF SELECTMEN

Monday, June 27, 2016 – 7:00 p.m. – Town Hall Conference Room

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

Members Absent: Jim Rolston

Staff: Karen Anderson – Town Administrator, Paul Hayden – Property Maintenance Supervisor

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. APPOINTMENT

1. Wally Berg: Remembrance Park

Wally Berg addressed the Board regarding his concerns about Remembrance Park. A letter to the Selectmen was included in their informational packets (copy on file). Of greatest concern to W. Berg was parking near Remembrance Park as well as cooking and food service operations in the same area. The park, representing many historical families and new families in Greenland, should not be used as a parking lot. W. Berg asked that the Board seriously consider restrictions regarding use and abuse of the park. Use as a parking lot/overflow parking is not beneficial or respectful of the trust citizens have placed on the Board of Selectmen or the committee.

Chair Morgan stated that he has spoken to the Property Maintenance Supervisor about the lights and sprinkler system. It was noted that the sprinkler system is working and runs at night. Parking on the lot was discussed and will be addressed; W. Berg requested the area be police posted and enforced. Also discussed was the cooking and sale of food. Chair Morgan noted that the Greenland Vets have been using that area since the Bandstand Concerts started, and the park is immaculate when they leave. W. Berg stated it's a dedicated area and should not be used for extraneous purposes. P. Sanderson stated that the number of people the concerts bring to Remembrance Park meets W. Berg's goal of getting citizen awareness of the park and its meaning. J. McDevitt assured W. Berg that the members of the Board honored the park and were aware of its importance.

The new cannon cartridges built by the Navy Yard need to be repainted due to peeling. Chair Morgan stated the Board would address the issue. K. Forrest requested that a fact sheet for Remembrance Park be available. The Town Administrator will follow up. Chair Morgan assured W. Berg the Board would address what needed to be corrected. W. Berg added that Remembrance Park is a credit to the Town and its citizens.

II. APPROVAL OF MINUTES

1. Monday, June 13, 2016

J. McDevitt amended his statement on Page 4, Item 1 – Payroll Manifest 12, to read: “J. McDevitt noted that there are many roads in Town where dead limbs overhanging roads pose a hazard”.

MOTION: *P. Sanderson moved to approve the minutes of Monday, June 13, 2016 as amended. Second – J. McDevitt; three in favor, one abstain (K. Forrest). MOTION CARRIED*

III. OLD BUSINESS

1. Snow Plow Damage

Chair Morgan updated the Board on the snow plow damage done to private property on Grove Street last winter. The snow plow contractor agreed to repair the damage to three properties; however, it was not done in a timely manner. Chair Morgan had the Property Maintenance Supervisor make the repairs to one property, and asked the Town Administrator to bill the snow plow contractor. The Town Administrator stated that the repairs to the remaining two properties (Nantucket Place and Hayfield Court) have been done, but not necessarily to Town standards. She has not received any complaints about the repair work in either location. Repairs have also been to the damage on Barrett Farm Drive; the Town Administrator added that the home owner is not satisfied with the work because it doesn't look like a new fence. P. Sanderson noted there is still a great deal of equipment in the Town parking lot; there are still issues to be resolved. He requested that the snow plow contractor attend the next Board of Selectmen meeting.

2. Van Etten Drive Drainage

Chair Morgan told the Board he has spoken to Troy Thibodeau, developer, regarding mowing the swale. T. Thibodeau assured Chair Morgan that the Home Owners Association's portion would be mowed and he would update the Town Administrator. The Town Administrator stated that she had met with T. Thibodeau earlier, and the swale had been mowed and was dry. He was going to forward pictures to the Town Administrator and Chair Morgan, with an explanation of what was done. In addition to mowing, he had the swale raked. Chair Morgan noted for the record, that T. Thibodeau has done his part; Ms. Beck has not removed the debris as she previously acknowledged she would.

3. Police Department Overtime

Chair Morgan stated that he has spoken to Chief Laurent regarding the number of hours being worked, noting that her department operates within the Personnel Policy. He asked that she review the issue and report her findings to the Board at the meeting on Monday, July 11, 2016. P. Sanderson noted that the officer in question was at 126 hours for this pay period. The Town Administrator pointed out that some of those hours consisted of paid leave.

4. Street Scan

The Town Administrator has received an estimate. Normally a \$25,000 minimum is required; that would be reduced for the Town because there are only 46 lane miles; the estimate was \$19,000. Raymond and one other town have just been signed. If Greenland partners with either town and the work is done on

the same day, the price will be reduced by \$1,000. Four different scans are done; in addition to roughness scanning, infrared scanning is done to measure the depth, rear camera scanning, and a scan to measure between obstructions (catch basins, curbing, etc.). Bids are due from the engineers this week for manual scanning similar to what can be done by Street Scan. Price comparisons should be ready for the next meeting on Monday, July 11, 2016. The Property Maintenance Supervisor added that Street Scan will record all stop signs and street signs with the rear camera scanning. P. Sanderson added that retro reflectivity, signs that don't reflect at night and need to be replaced, can be done if street signs are scanned.

5. Families First

P. Sanderson felt the issue with Families First was resolved: they aren't using more electricity than had been estimated, and the location of their vehicles has been taken care of with the Property Maintenance Supervisor. They now park on the far side of the Maintenance Building, and only one vehicle at a time can be plugged in. In the winter, they will be able to use both sides of the building.

6. Portsmouth Hydrant Charge

J. McDevitt suggested the Board may want to be prepared to respond to Portsmouth regarding non-payment of the hydrant charge (there are 67 hydrants). He felt it wasn't wise to not pay and not respond; a letter needed to be sent explaining the Town's position. P. Sanderson noted that the City of Portsmouth withdraws 600,000 gallons of water a day from the aquifer, the Town receives nothing in return, and they fail to serve most of the Town. P. Sanderson added that statutorily Greenland could insist on a PILOT for their well. The Town Administrator told members that she battled legislation about this issue several years ago. With help from Senator Stiles, they were able to have "exclusive" changed to "non-exclusive". One of the aspects of the original session law was Greenland could not charge any tax, fee assessment, etc. When the Town Administrator asked about a payment in lieu of taxes equal to the hydrant rental charge, the response was "no" based on the language in the Bill. The Town Administrator will draft a letter to the City of Portsmouth for Board review and approval.

Tom Sherman introduced himself to the Board. He is running for Nancy Stiles' seat in the NH Senate and is Chair of the Governor's Task Force for the Seacoast Cancer Cluster. He asked if the water issue needed to be clarified in the Statute. The Town Administrator explained that it was a session law from the 1800's.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Review of Town Administrator's Weekly Report

- The Lane Avenue street light was completed on Thursday and is working; there was no cost to the Town.
- Southeast Watershed Alliance: The Board of Selectmen asked the Conservation Commission to recommend a representative to fill the opening when Mo Sodini was no longer a Selectman. The Conservation Commission recommended Bill Bilodeau; it never went to the Selectmen for confirmation. There hasn't been a representative at the Southeast Watershed Alliance meetings for the last year. She explained that the Southeast Watershed Alliance is a legislative committee from 23 communities along the watershed. They are looking for ways to work together as a complete watershed on stormwater without taking into consideration each community's waste water treatment plant outfall. The committee is minimally active; however, municipalities are required to

have a representative. The Town Administrator offered to act as the representative and attend monthly meetings; the Board was in agreement based on her experience with MS-4.

MOTION: J. McDevitt moved to appoint the Town Administrator as the Town's representative to the Southeast Watershed Alliance. Second – K. Forrest; all in favor. MOTION CARRIED

- Seabrook Station: Their permit application for license renewal has been posted; they have applied for an extension of the current permit which expires in 2030. As a requirement of the permit extension, it must be posted in towns within a 10 mile radius; a comment period is open until July 22, 2016.
- 2017 Legislative Policy Process: The Town Administrator explained this is the annual NHMA legislative policy process; the Board received a link to the recommended policies and action items for the upcoming session. Towns may also submit items they would like to see changed; NHMA, as the legislative arm, will decide whether to support the proposal. NHMA backing provides the lobbyists and professional writers.
- 2016 Legislative Policy Process Update: To be considered as a warrant article in 2017—the Veteran's Exemption has been expanded to be optional. Currently veterans that have served in times of conflict are entitled to the Veteran's Credit. It has been expanded as a municipality option to include a warrant article to extend the credit to all veterans even if they have not served during a conflict. Requirements of honorable discharge and 90 days of active service will remain, but doesn't have to be in a theatre of operation. This requires a Town vote, and the amount of the exemption must remain the same for all veterans; the maximum is \$500. The Town Administrator stated that she can't project the number of veterans that would be affected, but added there are eight to ten veterans every year who do not qualify. There would be a tax impact.
- New Police Cruiser: The projected date for the new police cruiser being put into service is unknown.
- Website: The Town Administrator told the Board that a template for the website should be available in approximately three weeks.

2. Grant Opportunity - Local Bicycle & Pedestrian Infrastructure: Transportation Alternatives Program

The Town Administrator explained the grant opportunity that is available through TAP. The program was brought to the Planning Board's attention through their Consultant. Rockingham Planning Commission is willing to assist with the process; the grant is 80/20 for a sidewalk infrastructure. The Planning Board recommended a sidewalk along Post Road from Moulton Avenue, connecting with the existing sidewalk. On the opposite side of the road, it would begin at Maloney Field and continue to Dunkin' Donuts. Any existing sidewalks along that route would be repaired and/or upgraded. A letter of interest must be submitted by Friday, July 01, 2016. The letter is non-binding and not considered the application. The Town Engineer has given the Consultant an estimated per foot cost; the Consultant will submit the letter of interest on behalf of the Planning Board. The Town Administrator has spoken to the Town Manager in Stratham; they added sidewalks through the same program. Even though extra money was added to the cost, it wasn't enough to not participate. The minimum grant amount is \$400,000 (an \$80,000 Town investment for \$400,000 in sidewalks).

J. McDevitt pointed out that Rt. 151 is a State road. The Town would have to get permission to do sidewalks on that portion. P. Sanderson stated there will be utility relocations, adding it could be a three year project.

J. McDevitt stated that the developers of Bramber Valley were willing to put in a sidewalk from the Post Road entrance to the school. He advocated against it because the students going to Maloney Field need to cross the road in front of the school in order for staff to watch them. He was in support of the

sidewalk on the opposite side of the road. P. Sanderson stated that the Town would have to do crosswalk and sidewalk maintenance in addition to maintaining the sidewalks in the winter. There will be drainage and utility relocation issues as well as right-of-way clearance issues. The Board felt it would be a worthwhile project.

MOTION: K. Forrest moved to authorize the Planning Board to move forward with the grant application for sidewalk expansion on Post Road and Portsmouth Avenue. Second – J. McDevitt; all in favor. MOTION CARRIED

J. McDevitt added that he would like to see crosswalk lights in front of the school.

3. Acceptance of Resignation: Library Trustee

Mark Fodero has submitted his resignation as a Library Trustee, effective June 28, 2016. He will no longer be a Greenland resident. The Trustees have requested that Jonathan Dowling, currently an alternate, be appointed to fill that position until March 2017. Chair Morgan thanked M. Fodero on behalf of the Town for his dedication.

MOTION: J. McDevitt moved to accept Mark Fodero's resignation as a Library Trustee and thank him for eight years of service. Second – K. Forrest; all in favor. MOTION CARRIED

MOTION: J. McDevitt moved to appoint Jonathan Dowling as a Library Trustee to fill M. Fodero's seat until March 2017. Second – P. Sanderson; all in favor. MOTION CARRIED

4. Unregistered Dog List

The Town Clerk is required to forward the list of unregistered dogs to the Board of Selectmen by June 20, 2016 in accordance with RSA 466:14. Once approved, the list must be forwarded to the Police Department by July 01, 2016 for civil forfeiture.

MOTION: K. Forrest moved to accept the list of unregistered dogs from the Town Clerk and authorize the list, as amended on June 30, 2016, to be forwarded to the Police Department for civil forfeiture with additional fees applied. Second – P. Sanderson; all in favor. MOTION CARRIED

5. Abatements

- TA Operating, LLC: The abatement of \$260 reflects the removal of one underground storage tank. The assessing records did not reflect the tank removal.

MOTION: P. Sanderson moved to approve the abatement for TA Operating, LLC, Map R21 Lot 54, in the amount of \$260. Second – K. Forrest; all in favor. MOTION CARRIED

- 339 Bayside Road: The abatement of \$16,000 reflects the 60,000 sq. ft. lot at 470 Great Bay Road that had been subdivided from a larger parcel, and then transferred to Debra Beck. After the transfer, it was no longer ten contiguous acres and a current use penalty was assessed to D. Beck. She approached the Board and requested that the assessment be delayed because the adjacent lot was going to be deeded to her. Her father's estate has been settled, and the 80 acres have been transferred deeded to D. Beck. As a result, the parcel qualifies for current use. P. Sanderson stated that she should return to the Planning Board to voluntarily relinquish the subdivision that was granted. He added that she would be able to sell the lot. The Town Administrator agreed,

responding that she would be assessed the current use penalty if the lot was sold. A subdivision can be owned in multiple parcels in the same ownership name and qualify for current use.

MOTION: *J. McDevitt moved to abate the 2015 current use assessment for 339 Bayside Road, Map R16 Lot 2A, assessed to Debra Beck in the amount of \$16,000. Second – K. Forrest; all in favor. MOTION CARRIED*

6. PA-28 Inventory Form

This is the annual inventory form that is provided to the Town by the Department of Revenue Administration. The form is used for census data, which is important for revaluation purposes. These forms are normally sent out the year before a revaluation, which will be 2017.

MOTION: *P. Sanderson moved to have the Town Administrator notify DRA that Greenland will be using the PA-28 form in 2017. Second – K. Forrest; all in favor. MOTION CARRIED*

7. Other Business

- Temporary Storage Containers: A request was received by the Building Inspector for an extension of the temporary storage containers at 330 Portsmouth Avenue. There was a significant fire at the property several years ago, and temporary storage containers were approved by the Selectmen. Work has been ongoing, but not completed. The Building Inspector recommended a 180 day extension.

MOTION: *K. Forrest moved to approve the extension for temporary storage containers at 330 Portsmouth Avenue until December 31, 2016. Second – P. Sanderson; all in favor. MOTION CARRIED*

- Transfer Station: Transfer Station employees have submitted a list to Chair Morgan regarding improvements they would like to see done for the Transfer Station to operate more efficiently. A copy of the list was given to Board members for review. P. Sanderson stated that there is a gate keeper in other towns who direct residents and receives payments. He felt it was important that residents are greeted when entering the Transfer Station so they understand the process and cost, if any. It was suggested a shed be put at the entrance for that purpose. P. Sanderson and the Property Maintenance Supervisor will work together to establish the best system and flow of traffic. There hasn't been any negative feedback about the cost increase.
- Non-Public Session: Chair Morgan requested a non-public following the meeting regarding personnel according to RSA 91-A:3, II(a).
- Chair Morgan voiced his concern regarding the lack of quorum if an emergency manifest needed to be signed. The Town Administrator explained the recent need for an emergency manifest. If a quorum was not available, the vendor would have been notified and the payment late. P. Sanderson stated that under the Right-to-Know Law, a Board member could have given authorization by phone if two other members had signed the manifest.

MOTION: *J. McDevitt moved to confirm approval of General Fund Manifest 12A, which was signed outside of a regular meeting, in the amount of \$1,180,081 for the transfer of the final Fiscal Year school payment. Second – P. Sanderson; all in favor. MOTION CARRIED*

- Cancer Cluster: Tom Sherman, Governor's Task Force, briefly updated the Board on the recent meeting of the Task Force. The next meeting is scheduled for Wednesday, July 20, 2016.

V. ACCOUNTS PAYABLE – THURSDAY, JUNE 30, 2016

1. Payroll Manifest 13

MOTION: P. Sanderson moved to approve Payroll Manifest 13 in the amount of \$50,633.21. Second – K. Forrest; all in favor. MOTION CARRIED

2. General Fund Manifest 13

The invoice for Altus Engineering to review the compliance of 1088 Portsmouth Avenue was briefly discussed. The Town Administrator explained the invoice was for an additional inspection at the request of the Building Inspector.

MOTION: K. Forrest moved to approve General Fund Manifest 13 in the amount of \$148,815.48. Second – J. McDevitt; all in favor. MOTION CARRIED

3. Police Special Revenue Manifest 04

MOTION: P. Sanderson moved to approve Police Special Revenue Manifest 04 in the amount of \$2,994.28. Second – J. McDevitt; all in favor. MOTION CARRIED

4. Fire/Safety Manifest 09

MOTION: P. Sanderson moved to approve Fire/Safety Manifest 09 in the amount of \$161.49. Second – J. McDevitt; all in favor. MOTION CARRIED

5. Ambulance Special Revenue Fund Manifest 02

MOTION: P. Sanderson moved to approve Ambulance Special Revenue Fund Manifest 02 in the amount of \$3,000. Second – K. Forrest; all in favor. MOTION CARRIED

VI. NON-PUBLIC SESSION

1. Personnel [RSA 91-A:3,II(a)]

The Board of Selectmen entered into non-public session via roll call vote at 8:45 p.m. Also present was Paul Hayden, Property Maintenance Supervisor. The Board returned to public session at 9:25 p.m. via roll call vote.

VII. ADJOURNMENT

The Board of Selectmen adjourned at 9:25 p.m.

NEXT MEETING

Monday, July 11, 2016 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, July 11, 2016