



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, October 03, 2016 – 7:00 p.m. – Town Hall Conference Room

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

Members Absent:

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.

I. APPOINTMENT

1. Tina Miles: Wages

Chair Morgan stated that Tina Miles, resident, had written a letter complimenting the Town staff on their performance and due diligence. T. Miles addressed the Board, adding that she was also the Town Treasurer. She gave the Board a fact sheet and asked that they review it, hoping it would open up a discussion about wages for Town staff. T. Miles gave a brief background on how she reached the proposed wage schedule. Her goal was to have Town staff at a comparable wage to staff at the Superintendent of Schools Office.

Chair Morgan responded that he appreciated her advocacy, and assured her that they would look at the information she provided. P. Sanderson commented that her advocacy to the Budget Committee would be needed. He added that there is a long-standing tradition that the salary of an elected official is only changed through a warrant article. T. Miles stated she would work on a warrant article. J. McDevitt noted that the Selectmen had reviewed and adjusted salaries last year, and assured her that the Board valued the Town staff.

II. APPROVAL OF MINUTES

1. Monday, September 19, 2016

MOTION: K. Forrest moved to approve the minutes of Monday, September 19, 2016, as written. Second – J. McDevitt; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Water Restriction

Chair Morgan asked if the Board deemed any conservation measures necessary under RSA 41:11-d which gives them the authority to restrict outdoor watering due to extreme drought conditions. The Town Administrator explained that if the ground freezes and there isn't a lot of snowfall this winter, there won't be the needed saturation to refill the aquifers. The concern is that in the spring, the drought will be much worse. She added that it's difficult to restrict private property rights. Golf courses, which have been a concern for some residents, have large groundwater withdrawal permits and have been put on a mandatory 40% restriction; they are monitored by the State.

The Town Administrator recommended a voluntary restriction as well as education through the Town. Residents should be aware that the Board has the authority to do a mandatory restriction through the RSA. An every-other-day watering schedule, similar to Portsmouth's initial ban, was suggested. Residents on Portsmouth water are still on a 100% outdoor water ban. K. Forrest was in favor of doing something aggressive, showing a good faith effort by the Board of Selectmen.

Asked how much water Portsmouth was withdrawing per day, the Town Administrator stated that when the new well is operational, it will be one million gallons per day. P. Sanderson commented that at one time the maximum sustained yield was 675,000 gallons per day. He added that a study done several years ago indicated the maximum sustained yield from the aquifer was 675,000 gallons unless water was injected from the Winnicut River. P. Sanderson further stated that he would hate to put voluntary restrictions on residents if Portsmouth was exceeding the sustained yield of the aquifer. The Town Administrator will research the yield in the report.

Chair Morgan suggested following Portsmouth restrictions for consistency. K. Forrest noted that surrounding towns have restrictions or bans in place; a voluntary restriction would follow suit with a number of neighboring communities. P. Sanderson stated that the Town had no resources if a well went dry.

The consensus of the Board was to place voluntary restrictions on outdoor water usage until further notice. Information will be added to the website about the impact on wells and what steps residents can take, especially those with shallow wells. In addition, a news release will be placed in The Portsmouth Herald.

2. Coakley Update

The five year assessment was released late Friday. In addition to increasing lab testing for PFOA's, the EPA will be able to test for a wider variety of PFOA's at a smaller increment. All testing labs will be required to follow more stringent guidelines for PFOA's and PFOS's. Wells will have to be tested twice a year. The range of wells to be tested has increased. Testing for two more contaminants will also be required.

The Town Administrator explained the land use restrictions that were recommended by the EPA. They would like an ordinance done by the Planning Board for the groundwater management area that prohibits wells within that zone. Approved by the EPA, the Seavey Way subdivision has a deed restriction that there cannot be drilled wells. P. Sanderson felt it was important for the Selectmen to discuss the Seavey Way subdivision. The plan calls for the Rye Water District to provide water which will go through the backyard of the Bethany Church, through the side of the subdivision and then to the

public way. Although the Board has not seen the agreement, P. Sanderson stated it may be a privately owned pipe. The Town Administrator thought since it was Coakley Group, Chinburg Builders may retain ownership of the pipe.

P. Sanderson had several concerns: it was going through the backyard of the Church under an easement owned by the Town and over private property. There are many residents that have concerns about the need for public water. He hadn't seen anything from the Rye Water District to indicate that they have the capacity to serve the needs of those residents. It's not the 10 houses to be built in the subdivision, but also houses on the neighboring streets. In addition, if water is extended up Breakfast Hill Road, it could lead to more development. P. Sanderson was concerned about the capacity and source of the water. He felt it was important to express concern to the Planning Board that the Seavey Way project be fully vetted before they approve the water connection. He felt the issue was a long way from being solved.

MOTION: P. Sanderson, on behalf of the Board Selectmen, moved that when the Planning Board reviews the Seavey Way subdivision, they fully vet the proposed agreement between the Coakley Group and Chinburg Builders to ensure it adequately protects the public, now and in the future with regard to the quantity and quality of public water. Further, that there is capacity to serve other residents who may be at risk. Second – J. Rolston

J. McDevitt will let the Selectmen know when Seavey Way is on the Planning Board agenda so they may attend the meeting to express their concerns.

MOTION CARRIED

Chair Morgan stated that he wanted residents to know that the Board of Selectmen takes the Coakley issue very seriously. He felt his letter written several weeks ago should be sent to the proper authorities or put in the paper. He added that he would like to send the letter on behalf of the Selectmen, but would send it as a concerned resident. The Town Administrator will email the letter to Selectmen for final edits. J. McDevitt suggested adding any concerns from the five year assessment; P. Sanderson suggested a "fact check".

3. Department of Labor Safety Inspection

In late July, the Department of Labor did a spontaneous safety inspection of the Town's buildings. The report from that inspection was received this week. Most of the items on the list have been addressed. A written response to the violations must be submitted by November 11, 2016. The Town Administrator will prepare a written report, with photos, showing compliance in the different areas. The Town did very well overall. The Town Administrator reviewed the report with the Selectmen (copy on file).

Chair Morgan asked the Selectmen liaisons to have their respective Department Heads mitigate the safety issues no later than Friday, October 28, 2016. Fines may be levied by the Department of Labor for safety violations not addressed.

4. Other Old Business

- Pricing on Building Repair: The Property Maintenance Supervisor has had two contractors look at the building; he's waiting for prices.

- Painting of Cannons and Lighting of Park: The Property Maintenance Supervisor has not had an opportunity to do the painting and lighting; he noted that he had been working on the bleachers for the Recreation Department.
- Bourassa Paving and Tidewater Farm Road: The Town Administrator has confirmed with Bourassa Paving that Tidewater Farm Road is on their schedule. They are finishing up a parking lot and Tidewater Farm will be their next job. The estimated cost is \$161,000, which is the same price as last year.
- Trees in Park: Trees will be taken care of in mid-November.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Review of Town Administrator's Bi-Weekly Report

- The Town Administrator expects to contact Selectmen regarding the tax rate setting shortly. DRA was hoping to send out the templates this week but has been delayed because the Department of Education has not transferred the distribution list of education grants.
- Website: The website is in progress and the Board Secretary will meet individually with Department Heads for their input. The Police Department has requested their own sub-site; we are waiting to hear the additional cost.
- Chair Morgan, on behalf of the Board, congratulated Amy (Leonard) Bauer on her recent marriage.

2. Budget Review and Schedule

The proposed 2017 budget is \$359,000 over the previous year, which is an increase from 3.836% to 4.195%. There are some items which can be removed and submitted as warrant articles. Salary ranges were 1.75% for most; some departments submitted 2%. General Government includes building maintenance and repairs to the Town Hall. Health Insurance rates were not included; preliminary rates are expected shortly. Public Works includes a request to replace the Town truck; this item can also be presented as a warrant article. The truck is estimated to cost \$77,000 (includes plow and sander); the backhoe that is currently leased from Paul Hayden can be purchased from him for \$20,000; the four wheeler that is currently used by the Town can also be purchased from P. Hayden for \$5,000. Paving costs include the sides and apron of the Maintenance Building. Culture and Recreation includes an increase in part-time labor from 12 hours a week for 12 weeks to 20 hours a week for 27 weeks at the request of the Property Maintenance Supervisor. The Property Maintenance Supervisor has requested equipment in the Recreation budget; field maintenance is also included. Fire Department wages: Chief Cresta will discuss adding a Deputy Chief (32 hours per week) during his budget review. Retirement rates for New Hampshire have increased: employees currently are at 11.17%, which will increase to 11.38%; police is currently 26.38% and will increase to 29.43%. A firefighter over 35 hours is required to be enrolled in the retirement system; the projected rate is 31.89%.

Departments are scheduled for their reviews at the next meeting (Monday, October 17). If additional time is needed, a budget review meeting is tentatively scheduled for Monday, October 24 (not a regular meeting date). The Newington Board of Selectmen has requested a meeting with the Greenland Board of Selectmen regarding the Fire Department; the Town Administrator will suggest Monday, October 24 in Newington starting at 6:00 p.m.; the Board would return to the Town Hall to continue any budget reviews. The final budget review, with final numbers, will be Monday, October 31 (regular meeting).

P. Sanderson stated that there are some title concerns with the Library building which will need to be reviewed. He continued that if a Library building is proposed, there are questions: whose building is it, who runs the job, who decides on collective bargaining, who decides whether it's a design build or done

on a fixed price contract, etc. Is it the Board of Selectmen or the Library Trustees? It could become an extremely conflicted situation. P. Sanderson suggested meeting with the Library Trustees to discuss the issues before the project is started. The Town Administrator told the Board that the Library Trustees will be requesting to release funds from their Capital Reserve Fund for the design and architecture of the building in 2017; they are planning to bond in 2018. The Board of Selectmen would need to bond the project; Trustees are not allowed to bond. P. Sanderson added that the Trustees are clearly in charge of the Library program; if the building is owned by the Town, the Selectmen are in charge of the building.

Dennis Malloy, Van Etten Drive: stated he agreed with P. Sanderson and urged the Board to listen to his comments. He added it was a very important conversation and process; the Board should try to avoid any possible conflicts by having the discussions before the project starts. The Town Administrator will review that at the next CIP meeting.

3. Other New Business

- A letter was given to the Board regarding the Building Inspector and the Road Agent position. Chair Morgan asked members to review the letter for further discussion. J. McDevitt has met with the Building Inspector and told him the Board was considering the Property Maintenance Supervisor for the position, but would give them his information and that he could advocate for Road Agent.
- Waste Hauling and Recycling Bids: The hauling of the MSW trash, recycling, and hauling and disposal of debris (bulky waste) went out for bid. Currently Waste Management hauls the MSW at \$229.50 per trip; the low bid was \$220 from Troiano, for a savings of \$9.50 per trip. Recycling is currently \$184 per trip to EcoMaine; Troiano's bid for the next two years was \$195 per trip. Their bid also included a 0% increase for next year for both items. Waste Management had bid \$355 for the same haul (they're not located in the Portland, Maine area). Troiano did not bid on debris. Waste Management currently handles debris at \$188 per trip and \$70 per ton; their bid was \$180 per trip and \$70 per ton. The total budget would be \$46,769 based on the current number of hauls. The number of hauls continues to decline through effective use of the compactor. No adjustment to the budget is needed.
- The Town Administrator reminded the Board and Property Maintenance Supervisor that the Town is on the last year of the EcoMaine \$0 contract for disposal of single-stream recyclables. A large increase in cost should be anticipated for 2018.
- The Board will review the waste hauling and recycling hauling contracts at the next meeting.
- Prices for salt purchasing were received during the summer. The snowplow contractor currently orders salt; the Town Administrator requested that not change. Currently, the contractor orders tonnage for his own business through the Town contract and stores it in a separate salt shed; his trucks, with their own label, pick up from that shed. He pays the Town for his salt. The Town Administrator's preference was that the contractor's salt not be kept on Town property. Salt purchasing by Jones Snowplowing will be added to a future agenda.

V. ACCOUNTS PAYABLE – THURSDAY, OCTOBER 06, 2016

1. Payroll Manifest 20

MOTION: J. Rolston moved to approve Payroll Manifest 20 in the amount of \$50,358.91. Second – J. McDevitt; all in favor. MOTION CARRIED

2. General Fund Manifest 20

MOTION: K. Forrest moved to approve General Fund Manifest 20 in the amount of \$428,920.74 (School - \$325,000). Second – P. Sanderson; all in favor. MOTION CARRIED

MOTION: K. Forrest moved to enter into non-public session at 8:23 p.m. Second – P. Sanderson; all in favor. MOTION CARRIED

VI. NON-PUBLIC [RSA 91-A:3, II (c)]

1. Personnel Update

MOTION: K. Forrest moved to leave non-public session and return to public session at 8:30 p.m. Second – J. McDevitt; all in favor. MOTION CARRIED

VII. ADJOURNMENT

MOTION: P. Sanderson moved to adjourn at 8:32 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Monday, October 17, 2016 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, October 17, 2016