



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

Monday, August 24, 2026 – 6:00 p.m. – Town Hall Conference Room

Members Present: Heather Droesch, Zack Pike, Paul Stanley, Stephan Toth

Members Absent: Laura Malloy

Staff Present: Tara Tucker, Town Administrator

Also Present: Chief Wayne Bertogli – Police Department; Chief Riley Stanchina – Fire Department; Cindy Hoonhout – Conservation Commission; Brian Midura – Chairman, Budget Committee; Susan Parker – Greenland/Newington PDA Representative

TA Tucker opened the Board of Selectmen meeting at 6:00 p.m. A roll call was taken, and it was announced a quorum was present and the meeting was being live streamed.

I. APPOINTMENTS

1. Public Comments: 2027 Budget Survey

Flooding and Drainage: Richard Rugg, 34 Stratham Lane, asked that the Town establish a permanent marker showing when water rises above 33 feet near Bramber Valley, warning that flooding could affect municipal facilities. He also requested that the Town clean the drainage swale between Bramber Valley and Portsmouth Avenue. He noted that adjacent landowners previously allowed the work to be done at the expense of the Town because the drainage benefits the Town. TA Tucker questioned whether the Town had an easement or other document authorizing work on the private property; this will need to be researched.

Bridge Inspection: D. Rugg stated that the Town is responsible for a bridge on Falls Way that was built or last inspected approximately 20 years ago.

Roadway Liability: D. Rugg also voiced his concern about a structure located on Town property along a Class 6 public road (the entrance to Summerwind Place) that is reportedly marked a private way. He recommended that the Town should remove it or obtain protection against liability if someone using the right-of-way were injured. It was noted that this issue may have been previously addressed, but the current status was not confirmed.

Road Agent: D. Rugg also requested that the Town consider hiring a road agent because newly constructed roads may not have received adequate post-construction. He recommended removing sections of pavement to determine the underlying road construction before the Town accepts ownership. Acceptance of a road makes the Town responsible for that road permanently. The Board stated that the request would be taken under advisement for future planning.

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Cemetery Land: D. Rugg proposed that the Town evaluate the land behind the Library and Parish House as a cemetery site. He suggested that land could be taken by eminent domain. It was noted that the area is wet and may be difficult to develop.

Recycling Planning: D. Rugg suggested that the Board should not overlook recycling/contract planning and expressed his support to evaluate curbside recycling.

2. PDA Update: Susant Parker – Greenland/Newington PDA Representative

Updated Traffic Analysis: S. Parker reported that seven intersections were analyzed using updated traffic data, including earlier data from 2023 and a more comprehensive 2025 review. The study found that a projected 30% traffic growth had occurred and that intersection-specific growth ranged from 11% to 75%, providing data suitable for substantive transportation decisions.

Priority Improvements: The traffic study identified four priority transportation improvements. S. Parker emphasized an interim center turn lane on Grafton Drive at Country Club Road as well as an interim northbound left-turn lane on Grafton Drive at Aviation Avenue. Route 33 was classified primarily as a regional commuter corridor. As requested by the Board, S. Parker agreed to provide peak hour definitions that were included in the traffic study.

Route 33 Commuter Role: The traffic study classified Route 33 as a regional commuter corridor connecting Greenland, Stratham, Portsmouth and I-95. Many vehicles pass through those communities without accessing the Trade Port or the Portsmouth Transportation Center.

Traffic Volumes: During the morning peak, 2,681 vehicles travelled through the southern Trade Port intersection; 3,039 vehicles travelled through during the afternoon peak. Approximately 35% of the morning traffic turned onto Grafton Drive and 65% remained on Route 33.

Trade Port Economic and Infrastructure Activity: S. Parker discussed continued economic expansion and infrastructure investment on the Trade Port, including Lonza and Sig Sauer projects. She noted there was an increase in military flight activity connected to Ukraine-related support operations. Harbor improvements include the reopening of the Portsmouth fish dock following an approximately \$1 million ARPA-funded upgrade.

Employment Data: The Trade Port employs approximately 2,600 people from the Greenland, Newington, and other New Hampshire communities as well as parts of Maine and Essex County in Massachusetts.

II. APPROVAL OF MINUTES

1. Monday, August 10, 2026

MOTION: Z. Pike moved to approve the minutes of Monday, August 10, 2026. Second – H. Droesch; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Update: Paving

Paving Schedule: TA Tucker updated the Board. Catch basin work is underway; milling and paving will begin shortly. Tentative work days are Tuesday through Thursday the week of August 31st; the contractor needs to confirm the schedule. If traffic control is required, detail officers will be needed.

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Crack Sealing Costs: The contractor completed slightly more than half of the planned crack sealing and will return for the remainder. More material was used than expected and additional funding may be needed. TA Tucker recommended funds be taken from the General Road Maintenance Capital Reserve. The contractor also determined that the Town Hall parking lot, the area toward the Transfer Station and Fire Station will require a more expensive treatment than the standard crack sealing. TA Tucker will obtain cost information and return to the Board with a price to crack seal those areas.

Alden Avenue Options: Alden Avenue has deteriorated significantly during last winter. Bourassa quoted \$19,000 for a four-inch binder repair over roughly 200 feet; Advanced Paving quoted \$30,000 to reclaim and pave the same section without fully rebuilding the road base. Both options were considered temporary because the underlying road needs to be built up. The Board considered the Advanced Paving option a longer-lasting fix (estimated 8 to 10 years) pending eventual full reconstruction. The Bourassa quote did not include reclamation.

TA Tucker noted that a potential business may eventually redevelop the adjoining site and possibly improve the road. The project is not certain or imminent at this time to justify delaying the project. It was noted that the Planning Board review and construction could take at least a year even with an accelerated schedule; local businesses had already submitted complaints about the condition of Alden Avenue.

MOTION: P. Stanley moved to approve the temporary repair to Alden Avenue and award the contract to Advanced Paving, not to exceed \$30,000. Funding will be from the 2014 General Road Maintenance Capital Reserve Fund. Second – S. Toth; all in favor. MOTION CARRIED

2. Update: Copier Return

TA Tucker reported that the last copier had been picked up and returned. An additional \$240 was paid and included a \$75 refund for not picking up the copier the first time. They also took the copier that has been in the back hallway for a number of years.

3. Review of Proposed Policies

Building and Code Complaint Policy: This policy was reviewed by Attorney Whitley, the Town Attorney; minor changes were made.

MOTION: H. Droesch moved to forward the Building and Code Complaint Policy to a public meeting on Wednesday, September 09, 2026. Second – Z. Pike; all in favor. MOTION CARRIED

Cash Transaction and Penny Rounding Policy: This policy was reviewed and approved by Attorney Whitley.

MOTION: H. Droesch moved to forward the Cash Transaction and Penny Rounding Policy to a public meeting on Wednesday, September 09, 2026. Second – Z. Pike; all in favor. MOTION CARRIED

4. Other Old Business

Election Law Training: The Board was reminded that election law training would take place in Portsmouth on Wednesday, August 26th, from 2:00 pm to 4:30 pm. The Town Office would be closing at 1:00 pm so staff could attend.

HR: Responding to H. Droesch, TA Tucker stated that she had contacted the HR company earlier in the day.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. 2026 MS-1: Summary Inventory of Valuation

The assessor completed the 2026 MS-1 Summary Inventory of Valuation which is required by DRA and summarizes Town property information, including exemptions. The assessor has reconciled the information with the Town Clerk. The MS-1 must be filed with DRA by September 01st.

MOTION: H. Droesch moved to approve the MS-1: Summary Inventory of Valuation prepared by the assessor. Second – S. Toth; all in favor. **MOTION CARRIED**

2. Transfer Station Recycling Contracts

The current contract with ecoMaine expires December 31, 2026. The Town's contracts with Waste Management and Troiano expire in December 2027. TA Tucker proposed a one-year extension with ecoMaine so all relevant services can be evaluated together. This will allow the Town to evaluate and competitively bid a broader recycling and hauling arrangement for 2028.

The proposed ecoMaine rate is approximately \$135 per ton; the current price is \$122.93 per ton. The longer 5 or 10 year options include scheduled annual increases. TA Tucker estimated the recycling volume is approximately three tons per week.

Future Bid Scope: The Board discussed evaluating curbside recycling, hauling and related Transfer Station services, with the possibility of a new service arrangement beginning January 01, 2028.

MOTION: Z. Pike moved to authorize the Town Administrator to sign a one year contract with ecoMaine, January 01, 2027 to December 31, 2027. Second – S. Toth; all in favor. **MOTION CARRIED**

3. Proposed AI Policy

TA Tucker drafted an employee AI use policy using examples from surrounding municipalities as well as an AI-generated quick reference guide for employees. The Board discussed whether employees could use AI on personal devices. The proposed policy allows use depending on confidentiality and notes that content may be subject to RSA 91-A requests. TA Tucker will ask the Town Attorney whether the policy should restrict employees to Town-provided AI services.

Road Moratorium Policy: The Board had discussed a Road Moratorium Policy at a previous meeting. This policy will also be sent to the Town Attorney for review.

4. Police Department Special Detail Rates

Chief Bertogli recommended changes to the Police Department special detail rates effective August 20, 2026. The regular Monday through Friday rates will increase from \$65 an hour to \$70 per hour; the emergency/holiday rate will increase from \$80 per hour to \$85 per hour. The Town's corresponding billing rate to outside contractors and utilities will be \$100 per hour during regular hours and \$120 per hour for emergencies and weekends. The cruiser fee remains unchanged at \$20 per hour. Chief Bertogli noted

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that the change will have no impact on the municipal budget; special details are funded entirely by outside contractors and utilities.

MOTION: S. Toth moved to approve the recommended changes to Police special detail officer rates, effective August 20, 2026. Second – Z. Pike; all in favor. MOTION CARRIED

5. Transfer from Storm Expense Capital Reserve Fund

TA Tucker requested that the Board approve the transfer of \$2,300.68 from the Storm Expense Capital Reserve Fund to the General Fund for a salt delivery that was made in February but not billed until June. The balance in that CRF is \$57,642.

MOTION: Z. Pike moved to approve the transfer of \$2,300.68 from the Storm Expense Capital Reserve Fund to the General Fund for salt received in February. Second – S. Toth; all in favor. MOTION CARRIED

6. Other New Business

State Primary – Tuesday, September 08th: The Board was reminded that the State Primary is on Tuesday, September 08th and that coverage by members will be needed. New voting equipment will be used (a ballot machine and iPad-based check in). Coverage: S. Toth – afternoon; P. Stanley – part of the morning and afternoon; H. Droesch – morning; Z. Pike – after 3 pm. All Board members will help with counting at the end of voting. Poll hours are 8 am to 7 pm; voting will be held at Greenland School. Setup will be done on Monday, September 07th (Labor Day) from 3 pm to 5 pm at the School.

Board of Selectmen Meeting Reminder: The Board was reminded that the next Selectmen’s meeting will be on Wednesday, September 09th, at 6 pm.

Tree Removal at Remembrance Park: TA Tucker reported that there are 10 ash trees at Remembrance Park that need to be removed before winter. Tree removal is included in the existing maintenance agreement at no additional cost. Ten replacement trees are estimated at approximately \$10,000 and will require separate funding. Replacement trees will not be ash.

V. APPROVAL OF MANIFESTS – CONSENT AGENDA

1. Accounts Payable

GEN FUND: \$53,592.41	REC REVOLVING: \$2,224.19
PD/FD DONATIONS: \$	GRANTS FUND: \$
POLICE DETAIL: \$	FIRE/AMBULANCE REVOLVING: \$
HEALTH TRUST: \$	SCHOOL: \$
ABATEMENT: \$	NATIONAL NIGHT OUT: \$
TOTAL AP: \$55,816.60	
TH CREDIT CARD: \$4,761.57	PD CREDIT CARD: \$5,071.56
FD CREDIT CARD: (\$194.67)	
TOTAL CREDIT CARDS: \$9,638.46	
NH RETIREMENT: \$77,604.48	

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2. Payroll

NET PAYROLL: \$70,651.43	TAXES: \$12,548.11
OTHER DEDUCTIONS: \$12,565.99	
GROSS PAYROLL: \$95,765.53	

MOTION: S. Toth moved to approve the Consent Agenda as presented. Second – H. Droesch; all in favor.
MOTION CARRIED

VI. PUBLIC COMMENTS

Remembrance Park Trees: Cindy Hoonhout, 31 Winnicut Road and Conservation Commission, suggested contacting the Urban Forestry Center for recommendations. She noted that the park's salty conditions may make some maple varieties unsuitable.

MS-1: C. Hoonhout asked if the MS-1 will be published on the Town website. TA Tucker stated that it would be on the website.

Recycling Contract: Fred Dobler, 36 Allen Farm Lane, stated that ecoMaine does a good job and would like to see them continue to do the recycling. He noted that recycling does not end up in a landfill.

Blood Drive: The Women's Club will sponsor a blood drive on Wednesday, September 02nd, at the Weeks Library from 1 pm to 6 pm.

VII. NON-PUBLIC

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

MOTION: P. Stanley moved to enter into non-public session under RSA 91-A:3, II(b) at 7:10 pm. Second – H. Droesch; roll call vote: Z. Pike – yes, S. Toth – yes, H. Droesch – yes, P. Stanley – yes. All in favor.
MOTION CARRIED

The Board moved to leave non-public session and return to public session. The Board voted to seal the minutes of the non-public session.

VIII.ADJOURNMENT

The Board moved to adjourn the meeting.

NEXT MEETING

Wednesday, September 09, 2026 – 6:00 p.m., Town Hall Conference Room

Submitted By – Charlotte Hussey, Administrative Assistant