

**TOWN OF GREENVILLE, NH**  
**SELECTMEN'S MEETING**  
**April 9, 2014**  
**Minutes**

**5:00 p.m. Open Meeting**

The meeting was opened at 5:00 p.m.

**In Attendance:** Selectman Reardon, Selectman Ste. Marie, Selectperson Mary and Town Administrator Kelley Collins

**Review, discuss and choose a Chair for Board of Selectmen and divide up Committee/Board positions: Planning Board, Temple Greenville Police Joint Board, etc.**

The Board reviewed and discussed the seats open and who can fill them. Selectman Reardon suggested Selectman Ste. Marie for Chairman; Selectperson Mary was thinking Selectman Reardon for Chairman. Selectman Reardon explained that he was thinking Selectman Ste. Marie because he lives in town and therefore has more availability.

Selectman Reardon made a motion to appoint Selectman Ste. Marie as Chairman of the Greenville Board of Selectman. Selectperson Mary seconded. Motion passed 3-0.

The Board discussed who would serve as the ex officio member to the Planning Board. Chairman Ste. Marie noted that the Planning Board will be reviewing the Master Plan and thought Selectman Reardon's experience would be good on that Board. Selectperson Mary stated she has a conflict with that Board because she is a realtor.

The Board agreed that Selectman Reardon will serve on the Planning Board

The Board agreed unanimously that Selectperson Mary and Chairman Ste. Marie will serve as the Temple-Greenville Joint Board Members. The Town Administrator reminded the new members that the next Joint Board meeting is scheduled for next Monday, April 14, 2014 at 5:00 p.m. in Temple.

**Review, discuss and appoint members to various other committees, i.e. Planning Board, Zoning Board, etc.**

The Board reviewed the appointment forms as provided by the Town Administrator. Appointments were approved, signed and dates of service staggered as listed below:

**Planning Board**

Scott Tenney	expires first BOS meeting in April	2017
Jonathan Bouley		2016
Ted deWinter		2015
Ed White		2015

**Zoning Board of Adjustment**

Debbie Reardon/Alternate	2016
Michael Washburn	2016
Tom Falter	2017
David Orgaz	2017

Annette Gallagher      expires first BOS meeting in April      2015

**Beautification Committee**

Robin Hamblen	2015
Cookie Shahmehri	2015
Linda Huszar	2016
Deb Spratt	2016
James Lambert	2017
Jean Lambert	2017
Richard Miller	2017

**Highway Safety Committee**

Tom Plourde	2015
James McTague	2015

**Conservation Committee**

Stacy Delval	2015
Barbara Guay	2016
Marshall Buttrick	2017

**Review and discuss appointment of Emergency Management Director and Health Officer**

The Board of Selectmen briefly discussed the Health Officer position. The Board would like the Town Administrator to contact Mrs. Brenda Bergeron and ask her if she is interested in continuing to serve in this roll. They need her answer prior to the April 23, 2014 BOS meeting.

Since the Town has received the contract for the fireworks for the July 3<sup>rd</sup> celebration the Board would like the Town Administrator to also see if Mrs. Bergeron is interested in continuing to coordinate those festivities.

The Board discussed the Emergency Management Director position and Chairman Ste. Marie has expressed interest in serving in this capacity. The Board was in agreement. No appointment form was signed.

**Non Public Session under RSA 91-A3:II (c)**

Selectman Reardon made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 6:21 p.m. Selectperson Mary seconded. Roll Cal Vote: Chairperson Ste. Marie – yes; Selectman Reardon – yes; Selectperson Mary – yes.

Selectmen Reardon made a motion to leave Non Public Session at 6:37 p.m. Chairman Ste. Marie seconded. Roll Cal Vote: Chairperson Ste. Marie – yes; Selectman Reardon – yes; Selectperson Mary – yes.

Selectperson Mary made a motion to abate all the past due taxes for 50 Old Ashby Road and return the property to the previous owner, on the condition that she fills out and qualifies for an elderly exemption. Selectman Reardon seconded. Motion passed 3-0

## **Old Business**

### **Review and discuss status of Livingston Road Culvert project**

The Board reviewed the email quote for services provided by Pathways Consulting to put the Livingston Road Culvert project out for RFP.

The Town Administrator explained that we do not really have the budget to have the engineers run a full bid process but there was enough of a savings on the culvert to use Pathways to write the bid, tabulate the bids, review and make a recommendation on who to award the project to. This would be \$3000. Site visits would be an additional charge based on the number of site visits. The Board approved the \$3000 for Pathways to put the project out to bid. The Town Administrator will talk to the Road Agent about his comfort zone in overseeing some of the construction, if necessary. She will also obtain a time line from Pathways. The plan is to award a contract and sign a notice to proceed at the May 28, 2014 Selectmen's Meeting, leaving June, July and August for the actual construction.

## **New Business**

### **Set a date to meet with Senator Peggy Gilmour, at the Senator's request (Senator Gilmour would like the 10 or 15 minutes on 4/23/2014 agenda)**

The Board reviewed and discussed Senator Gilmour's request for 10 or 15 minutes on the April 23, 2014 agenda. The Board is fine with seeing Senator Gilmour at 3:30 p.m. on April 23, 2014. She will have the first appointment and Utility Partners will be agenda-d for 3:45 p.m.

### **Set a date to meet with Utility Partners. Items for review include: Status of Cross Connection program; NPDES Compliance Sampling Inspection; 2013 Collection System Report; Pilgrim Foods Annual Sludge Status Report; EPA letter re: withdrawal of AO (meeting tentatively set for 4/23/2014)**

The Town Administrator recommends taking these items under advisement for discussion with Utility Partners representatives at the April 23, 2014 BOS meeting. The Board briefly reviewed the letter from the EPA and the Town Administrator explained that she had met with Erik Osbourne and Peter Goodwin from Woodard & Curran as well as Gerry Curran and Rob Lauricella from Utility Partners to discuss what the next steps are for dealing with the aluminum and copper limits at the Plant. Woodard & Curran recommended clean sampling procedures as a way to reduce numbers and get accurate readings. The group also agreed that a letter should be sent to the EPA to see if we can get them to leave the limits from the Administrative Order in place until we are issued our "pending" new NPDES permit. Woodard and Curran will work up a contract for the additional services and have it to the Administrator prior to the next Board meeting.

### **Review email from Downtown District LLC dated March 25, 2014**

The Board reviewed and discussed the email from Downtown District LLC. No action was taken.

### **Correspondence from SW Region Planning Commission regarding Fluvial Erosion Hazard Study of the Souhegan River**

The Board reviewed the submission from the SWRPC regarding the Souhegan River.

**Review and discuss setting a date for a rate increase for sewer for Greenville Estates, as well as regular rate payers**

Based on the most recent calculations of the GEVD invoice their rate should go from \$4.78 to \$6.05 for the second issue bills. This will require a public hearing. The Board would like to have separate meetings for the Town's rate vs. GEVD's rate.

**Pool Staffing and Salaries**

The Town Administrator made the Board aware that she has been in contact with Mary Anderson regarding who will be returning lifeguards this year. We have lost Jan Shultz this year. The Town Administrator would like to advertise with ConVal, Mascenic and maybe Milford school districts for someone who might be interested in being the Pool Manager for Administrative Duties. Specifically, Mary Anderson will be in charge of the scheduling of the lifeguards, running the swim lessons and the swim team. The Manager will be responsible for documentation including emergency contacts, non-resident fees, parent complaints, etc.

Selectman Reardon asked the Town Administrator to contact the Road Agent tomorrow about putting up the net at the tennis court and when he wants to uncover the pool. He would also like her to call Matt Franks about touching up the paint on the pool.

**July 3 Festivities**

The Town Administrator made the Board aware that we have received the contract for the fireworks for July 3. She would like to know who will be running these activities. Selectperson Mary asked if there is still a committee. The TA noted that Selectperson Bergeron has coordinated all the activities for the last couple of years. The TA did ask Mrs. Bergeron if she was still interested in serving in this capacity but never got an answer. The Board asked the TA to contact Mrs. Bergeron and see if she is interested and to let her know that they need an answer for their next meeting.

**64 Main Street – frozen pipes**

The Town Administrator let the Board know that Mr. Lehtonen, the owner of 64 Main Street had telephoned her about the town paying the \$560 plumbing bill to have their frozen pipes cleared. Mr. Lehtonen stated he would get a letter from his plumber, Weatherbees, regarding the fact that the frozen pipes were actually on the town's side of the curb stop not on the owner's side. The Town Administrator has researched this preliminarily and that is not the information she has received from the Town's Operators at Utility Partners. The Board will review this case once they receive a written request from Mr. Lehtonen.

**Signature Folder**

**Review, discuss and approve payroll and accounts payable check manifests**

The Board reviewed, discussed, approved and signed the payroll and accounts payable check manifests.

**Review, discuss, and approve Water & Sewer Warrants**

The Board reviewed, discussed, approved and signed the first issue Water & Sewer Warrants.

**Adjourn**

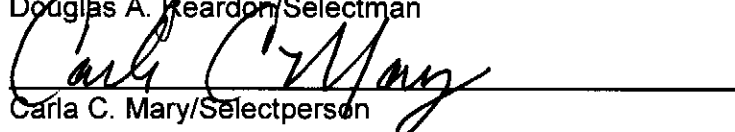
The meeting was adjourned at 7:00 p.m.

**Submitted by:** Kelley A. Collins/Town Administrator

**Approved by:**

  
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Anthony Ste. Marie/Chairman

  
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Douglas A. Reardon/Selectman

  
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Carla C. Mary/Selectperson