

**TOWN OF GREENVILLE, NH  
SELECTMEN'S MEETING  
December 3, 2014  
Minutes**

**3:30 p.m. Open Meeting**

Chairman Ste. Marie opened the meeting at 3:30 p.m.

**In Attendance:** Chairperson Ste. Marie, Selectman Reardon, Selectperson Mary, Town Administrator, Thomas Page, P.E./Project Manager and Steve Clifton, P.E. Vice President from Underwood Engineers

**3:30 p.m. Meet with Thomas Page and Steve Clifton from Underwood Engineers re: Wastewater Plant upgrades and services**

The Board of Selectmen met with Mr. Page and Mr. Clifton from Underwood Engineers. There was considerable discussion on meeting limits at the Wastewater Treatment Facility as well as ideas for replacement of the ceiling at the Water Treatment Plant. Mr. Page and Mr. Clifton have both worked in Town on various projects over the years including the water towers and the water project to Greenville Estates. They will do some research and see if they can come up with some recommendations on how we should/could proceed.

**4:30 p.m. Meet with Town Clerk/Tax Collector Kathleen Valliere to review proposed 2015 budget**

The Board provided Mrs. Valliere with a copy of the Personnel Policies pertaining to Holiday Pay. The Board asked Mrs. Valliere not to break the policy again. If she wants a policy waived only the Board of Selectmen has that authority and she should come to them.

**New Business**

**Review and discuss setting a date to meet with the Board of Greenville Estates Tenant's Cooperative regarding making part of Old Ashby Road "no parking"**

The Board is not clear from the submitted "Request" what the safety issue is and what the Board of GETC is specifically requesting (i.e. no parking on all of Old Ashby Road, no parking on one side of Old Ashby Road, etc.) Due to the busy agendas for year end and budget preparation, the Board requested that the Town Administrator go back to Paula and ask the Board of GETC to put their request in writing, in more detail.

**Review and discuss letter from Sanborn Head that lagoons will not be discharging**

The Town Administrator is concerned that although Gerry Curran specifically asked Lester Rheame to be there when the pipe was cut and capped, we were not allowed to see it. The Board would like Utility Partners to cap the pipe in the manhole so that no lagoon/operation flow can come to the Plant.

**Review and discuss CPI adjustment to Water and Sewer operations contract for 2015**

The Town Administrator noted that our increase in contract price each year is tied to the Consumer Price Index with a cap of 3%. Last year's increase was .7% and this years is 1.4%. The Board authorized the Town Administrator to sign the increase.

**Review Fixed Asset Management Policy**

The Town Administrator provided the Board with a draft copy of a Fixed Asset Policy. There were a few typos that were reviewed. The Board will review the policy for adoption at a later date. We have ordered the Fixed Asset module for our accounting software.

**Signature Folder**

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

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

**Review, discuss and approve the minutes of the November 19, 2014 Selectmen's Meeting**

The Board reviewed, approved and signed the minutes of the November 19, 2014 Selectmen's Meeting.

**Adjourned**

The meeting was adjourned at 5:50 p.m.

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

**Approved by:**

  
Anthony Ste. Marie/Chairperson

  
Douglas A. Reardon/Selectman

  
Carla C. Mary/Selectperson