

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
November 30, 2015
Minutes

3:30 p.m. Open Meeting

Chairperson Mary opened the meeting at 3:34 p.m.

In Attendance: Chairperson Mary, Selectman Reardon, Town Administrator Kelley Collins, Fire Chief Charles Buttrick, Forest Fire Warden Peter Vaillancourt, and Fire Wards (Captains) Greg Eastman and Edward White (EMD)

2016 Budget Worksession (review and discuss budget(s))

The Board reviewed and discussed the Financial (audit & assessing), Library (as submitted), Personnel Administration, Sewer (Board added \$7K to repair manholes and asked TA to get price on putting operations out for RFP) and Water Department budgets.

4:15 p.m. Meet with Peter Vaillancourt, Forest Fire Warden to review the 2016 proposed Forest Fire budget

Chairperson Mary asked Deputy Chief Vaillancourt if the budget could be cut at all. He noted that there are a few things he would still like to purchase this year. For example, he will be purchasing helmet lights at \$15 each and a couple of pails of foam at \$100 per pail. Next year he wants to purchase a couple of the ergonomically correct Indian Tanks. The Board suggested he purchase the Indian Tanks this year, as well.

Deputy Chief Vaillancourt also noted that the forestry vehicle is very old and it is getting harder and harder to find parts for it. This vehicle is owned by the federal government and he reminded the Board that a previous Board said the Fire Department could have first right of refusal on the next one ton we dispose of from the Highway Department. The Board asked the Deputy Chief to get in touch with the Road Agent.

4:30 p.m. Meet with Chief and FireWards to review 2016 proposed Fire Department Budget

The Board reviewed the Fire Department budget. There was discussion regarding staffing. The Board increased the salary line item from \$30K to \$31,500 since it will be over expended by \$1350 this year. The Chief and Fire Wards agreed to provide the Board with a current roster, including officers, and a list of how stipends are calculated.

Ambulance Calls

The FireWards discussed briefly the possibility of discontinuing attendance at more minor medical calls. The department is experiencing decreased attendance at medical calls which causes the same few people to respond to more calls and to avoid the possibility of burn-out the Department is considering changing which calls they respond to. The FireWards will continue to consider the best/safest course of action.

Emergency Management Budget

Edward White stayed to discuss updating the Emergency Operations Plan with the Board. There is grant money available through NH Homeland Security and Emergency Management (NH HSEM). According to Rebeckah at SW Region Planning Commission the cost would be \$5000 to update our EOP. The grant from HSEM would be \$2500 in cash, which would go to SWRPC and \$2500 in kind matching funds, for example labor hours for the EMD and Town Administrator's hours. The Board agreed to budget the

\$2500 with an offsetting revenue for the grant.

The EMD noted that the antenna work for Emergency Management Communications has been completed.

Old Business

Review and discuss Selectmen's meeting dates in December 2015

The Town Administrator noted that the second and fourth Wednesdays would make the meetings 12/9 and 12/23. The TA is on vacation the week of 12/23 so she suggested either meeting on 12/16 or 12/30 whichever works for the Board. The Board will meet on 12/9 and 12/30 2015

New Business

Review and discuss Conceptual Water Facilities Review, as provided by Underwood Engineers

The Board reviewed the conceptual plan for replacement of (2) raw water pumps and (2) finished water pumps at an estimated cost of \$220K. The Town has tentatively been approved under the State Revolving Fund, which may include 12.5% debt forgiveness. The Town Administrator will work with Underwood Engineering to write the appropriate warrant article.

The Board reviewed and discussed the possibility of having Underwood Engineers apply for a USDA Rural Development Planning Grant. This would be a \$30,000 to assist the Town in developing the next steps at the Wastewater Treatment Facility and it is a 100% grant – no match required. The Board agreed to apply for this grant.

Review and discuss Utility Partner's Annual CPI Adjustment for 2016's contract

There will be no increase in the operations contract for water and sewer from 2015's rate to 2016.

Review and discuss Recycling Center budget meeting scheduled for January 14, 2016 in Wilton

We have not received any preliminary 2016 budget amount for Recycling

Review and discuss error in GEVD billing for second issue 2015 and first issue 2016

When the 2015 GEVD rate was calculated we inadvertently left the 2014 budget amount in the spreadsheet for the equation. This means we under-billed GEVD approximately \$336.33 for the second issue 2015 bill and will under-bill them a similar amount for the first issue of 2016, as we cannot legally change the rate without holding another public hearing.

Non Public Session under RSA 91-A:3, II (c) a matter, which if discussed in public, may adversely affect a member of the public

Chairperson Mary made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 5:24 p.m. Selectman Reardon seconded. Roll Call Vote: Chairperson Mary – yes: Selectman Reardon – yes.

The Board denied an elderly exemption and an Elderly and Disabled Deferral application for not meeting the requirements.

Selectman Reardon made the motion to leave Non Public Session and seal the minutes at 5:36 p.m. Chairperson Mary seconded. Roll Call Vote: Chairperson Mary – yes: Selectman Reardon – yes.

Non Public Session under RSA 91-A:3, II (c) a matter, which if discussed in public, may adversely affect a member of the public

Chairperson Mary made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 5:37 p.m. Selectman Reardon seconded. Roll Call Vote: Chairperson Mary – yes: Selectman Reardon – yes.

The denied an elderly exemption and requested more information on the Elderly and Disabled Deferral application.

Selectman Reardon made a motion to leave Non Public Session and seal the minutes at 5:42 p.m. Roll Call Vote: Chairperson Mary – yes: Selectman Reardon – yes.

EII Maintenance Agreement

The Board is ok with the Town Administrator signing off on the EII annual maintenance agreement, they don't want to micro-manage this.

Signature Folder

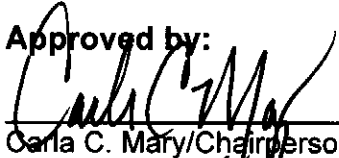
The Board reviewed, approved and signed the payroll and accounts payable check manifests.

Adjourn

The Board adjourned at 5:45 p.m.

Submitted by: Kelley Collins/Town Administrator

Approved by:



Carla C. Mary/Chairperson



Douglas A. Reardon/Selectmen

Vacant