

**TOWN OF GREENVILLE, NH  
SELECTMEN'S MEETING  
September 14, 2016  
Minutes**

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

Chairperson Mary opened the meeting at 3:30 p.m.

**In Attendance:** Chairperson Mary, Selectman Reardon, Selectman Spratt and Town Administrator Kelley Collins

**Review & discuss bid received for Ashton Place water main replacement and recommendation from Town Engineer on awarding said contract**

The Board reviewed the documentation, including bid tabulation, presented by their engineers, Underwood Engineering. Chairperson Mary asked if this includes check valves and expansion tanks. The TA pointed out that it appears that the check valves are on page 4 of the scope. Most homes should already have the expansion tanks.

Selectman Reardon made a motion to award the project to Accura Construction, New Ipswich, NH, and to authorize the Chairperson to sign the Notice of Award. Selectmen Spratt seconded.

**Review & discuss recent vandalism to town hall/library building**

The Town Administrator made the Board aware of various cases of vandalism and malicious mischief at the library. Specifically there were young people on the fire escape on, or around August 27<sup>th</sup> and they were trying to gain entrance to the second story of the building. On September 2, someone urinated all over the front door of the Library. On September 6, 2016 someone turned on the outside water spigot, left it running and took the handle. Throughout this time period the lightbulbs on the front of the building have either been unscrewed or taken.

The Town Administrator suggested mounting motion detector lights, a surveillance camera, replacing existing bulbs with brighter and longer lasting L.E.D. bulbs and screening the bottom of the light fixtures so the bulbs cannot be tampered with.

The Board is good with getting pricing on motion detector lights, a camera and the changes to the light fixtures. The Board would like the Town Administrator to send a letter to the Library Trustees, letting them know what we are doing to secure their portion of the building.

**Review & discuss Fall flushing of fire hydrants in relation to current drought conditions (originally scheduled for week of October 3, 2016)**

The Board reviewed and discussed the emails from Wayne Ives from NH DES and their concerns regarding flow levels in the Souhegan and whether we should conduct flushing operations this Fall.

The Board of Selectmen agreed unanimously to forego the Fall 2016 flushing due to the severe drought.

**Old Business**

**Review and discuss new Town website**

The Town Administrator showed the Board a mock-up of the Town's new website. She is still looking for better photos of Town property and sites. She has reached out to Heather Schoff. Selectman Reardon suggested reaching out to Mr. Lambert, as well.

**Review and discuss synopsis of September 8, 2016 Planning Board meeting**

The Board reviewed the synopsis of the 9/8/2016 Planning Board meeting provided by their ex-officio member.

The Board unanimously agreed to appoint both Robert Duval and Edward White as full members of the Planning Board. The Town Administrator will prepare the appointment forms for the Board's signatures.

**Review and discuss which vendor to use for updates to our Local Emergency Operations Plan (LEOP) with EMPG grant funds**

The Board reviewed the proposal presented by Hubbard Consulting to update our Local Emergency Operations Plan with EMPG grant funds. The Town Administrator reminded the Board that we had received a proposal to do this work from Southern New Hampshire Region Planning Commission, last year when we applied for the grant and their estimate at that time was \$5000. That is why we budgeted \$2500 as our match for the grant. Hubbard Consulting's proposal is for \$4,000.

Chairperson Mary made a motion to use Hubbard Consulting to update the Town's LEOP, Selectman Spratt seconded. Motion passed 3-0.

**New Business**

**Review and discuss ordering some "please pick up after your dog" signs**

The Town Administrator showed the Board a photo of a "Please pick up after your dog" sign. The Board agreed to purchase signs for the Town Hall/Library, Cemetery and Ball Park.

**Review, discuss and sign ESR #10 (Engineering Services Request) for new chemical containment building at Wastewater Treatment Facility**

The Board reviewed Underwood Engineering's ESR #10. Chairperson Mary needs a copy of the plan that came with the last update.

Selectman Spratt made a motion to approve ESR #10, Chairperson Mary seconded. Motion passed 3-0.

**Review, discuss and approve Tax Collector's request to waive interest for Ms. McConnell because interest cannot be abated**

Chairperson Mary made a motion to allow the Tax Collector to waive the interest on Ms. McConnell's past due water & sewer bill because although the Board has approved and signed an abatement, interest cannot be abated on the Tax Collector's system. Selectman Reardon seconded. Motion passed unanimously.

**Review and discuss Mr. Brown's request to use existing sign posts for the Greenville Recycling LLC.**

The Town Administrator made the Board aware that Mr. Tim Brown would like to use the existing granite pillars (from the old Zoo) to hold the signage for the new Greenville Recycling, LLC business.

The Board agreed unanimously to allow Mr. Brown to use the existing granite pillars to hold Greenville Recycling, LLC's sign.

**Miscellaneous**

**Community Profile** – The Board would like the Town Administrator to contact UNH Cooperative Extension and book a Community Profile for late April or early May 2016

**Signs**

The Board would like new signs installed for the Town Hall Parking. Specifically, they will say:

***Town Hall Parking only  
All Others Towed at Owner's Expense  
No Overnight Parking***

**Parking on Sidewalks**

The Board is concerned about the accessibility of sidewalks with the parking on Main Street. The Town Administrator will discuss this with the Police Chief and Town Attorney.

**Yard Sale Permits**

The Board would like to adopt a yard sale ordinance/policy that would limit the number of days residents can hold a yard/garage/tag sale and require a permit with a fee of \$50.

There is a perpetual yard sale on Route 31 that may be in NH DOT's right of way. The Town Administrator will call NH DOT to see if they allow this.

**Signature Folder**

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

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

**Review, discuss and approve the minutes of the August 24, 2016  
Selectmen's Meeting**

The Board reviewed, approved and signed the minutes of the August 24, 2016 Selectmen's Meeting.

**Review, discuss and approve Request for Trust Funds (1) for town hall  
work and (1) for water meters**

The Board reviewed, approved and signed the Request for Trust Funds, as submitted by the Town Administrator.

**Review and sign letter to NH DOT regarding condition of stone culvert on  
Main Street**

The Board reviewed and signed a letter to NH DOT regarding the condition of the stone culvert under Main Street.

**Review and sign Quitclaim Deed for redemption of a tax deed**

The Board reviewed, approved and signed a Quitclaim Deed for 174 Krystin Lane.

**Adjourn**

The meeting adjourned at 4:45 p.m.

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

**Approved by:**

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Carla C. Mary/Chair

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*Douglas A. Reardon*  
Douglas A. Reardon/Selectman

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*Stephen Spratt*  
Stephen Spratt