

**Town of Greenville, NH
Selectmen's Meeting
Minutes - April 12, 2017**

Call to order at 3:30 p.m. Present: Chairperson Carla Mary, Selectman Douglas Reardon, and Town Administrator Tara Sousa.

Old Business:

Review and discuss resolution of the 61 High Street leak

The Selectmen reviewed the invoices from Underground Testing Services for the repair at 61 High Street. The Selectmen expressed that more investigation by Utility Partners' staff may have reduced the financial liability incurred in using an outside contractor. The Selectmen instructed the Town Administrator to contact Utility Partners to request that they pay a portion of these invoices.

Review and discuss status of complaints at 4 Happy Hollow and 7 Main Street

The Town Administrator reported that she had requested an update from Scott Tenney regarding the progress at 4 Happy Hollow, but had yet to receive any new information. Regarding 7 Main St, Chairperson Mary believed that the matter had been resolved to the satisfaction of those who brought the complaint forward.

Review and discuss status of staffing

The Town Administrator reported that she had conducted interviews of applicants with municipal accounting experience for the Bookkeeper/Administrative Assistant position. She requested clarification as to the hiring process, as she had identified her top candidate. The Selectmen authorized the Town Administrator to offer the position to the candidate of her choosing and to negotiate the pay rate within the existing budget. The Town Administrator reported that she had two candidates for the Pool Manager position, which she intended to interview next week. The Town also received 2 new junior guard applications. With the returning staff from last year, she is confident that we will have enough staff to have pool hours similar to last year, as well as offer swim lessons.

Review and discuss OEM computer and backpack damaged in fire

The Selectmen reviewed a report submitted by Emergency Management Director Ed White, regarding the damage sustained by the OEM computer and backpack in the previously reported car fire. The OEM computer is still operational, with cosmetic damage to one corner. The backpack was destroyed.

Review and discuss status of Underwood Engineering projects

After review, Chairperson Mary signed 4 copies of the Chemical Feed Improvements Project Manual. The Town Administrator noted that she will attend the pre-construction meeting scheduled for April 19th. The Selectmen reviewed ESR 16 and 17 from Underwood Engineering. Chairperson Mary felt strongly that ESR 17, which would authorize the proposed ferric pilot study, should not be signed until the results of jar testing are available. Selectman Reardon concurred. The Town Administrator will contact Tom Page at Underwood to inquire when the jar testing will be conducted. In reviewing ESR 16, which authorizes additional engineering services related to the demolition of 23 Main Street, Selectman Reardon questioned the amount

remaining in the previous contract for design services (ESR 14). The Town Administrator will review the expenditures to date, and get clarification from Underwood as necessary.

New Business:

Review and discuss Torres Deferral application

The Town Administrator reported that she had contacted the Department of Revenue, and that the Selectmen did have the authority to accept the application late if they chose to do so. She also discussed the advice of Town Counsel, as it relates to previous qualification for deferral under the statute.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept Mr. Torres' tax deferral application, and to adjust the amount due to reflect payments made.

Motion carried 2 in favor, none opposed.

Review/discuss/approve dates for summer crafts/activities

The Selectmen reviewed the proposal submitted by Heather Schoff, which included 4 Wednesdays and 4 Saturdays, with various ideas for crafts and activities to be offered near the pool this summer. The Selectmen had no objection to the dates suggested, and expressed gratitude for Ms. Schoff's interest in developing these programs. The Selectmen noted that funds were designated in the operating budget to support these programs. The Town Administrator will ask Ms. Schoff to determine the anticipated budget. Selectman Reardon noted that Steven Falter had requested permission for volunteers to do upkeep on the baseball field, with the intent to improve the mound to allow for baseball games.

Complaint regarding water and sewer minimum billing policy

The Selectmen reviewed a complaint received via the website, regarding the Town's policy of minimum bills for water and sewer. The Selectmen expressed that they cannot make exceptions to the policy, as requested, as the minimums are necessary to fund the operations of the water and sewer plants.

Comcast franchise agreement

The Town Administrator discussed her potential conflict of interest in the negotiation of the Comcast franchise agreement, as her spouse is a Comcast employee. The Selectmen did not feel it necessary to designate an alternate contact person for the franchise renewal, and did not wish to schedule a public hearing at this time. The Selectmen expressed interest in informal negotiations.

Miscellaneous

Motion by Chairperson Mary, 2nd by Selectman Reardon, to approve the Emergency Operations Plan.

Motion carried with 2 in favor, none opposed.

Chairperson Mary multiple copies of the Emergency Operations Plan.

Signature Folder

The Selectmen reviewed, approved, and signed the March 8, 2017 and March 22, 2017 Selectmen's Meeting minutes, including Non Public minutes.

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

The Selectmen reviewed, approved, and signed abatements for 85 Laurel Drive, 50 Pleasant Street (water), and 16 Kimball Heights (w/s).

The Selectmen reviewed, approved and signed a Notice of Intent to Cut Timber for Map 02-7.

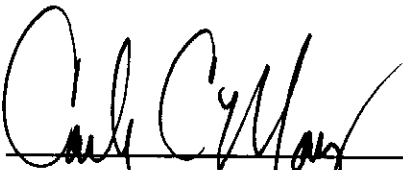
The Selectmen reviewed, approved, and signed Permanent Applications for Property Tax Credits (Veterans' Tax Credit and All Veterans Tax Credits).


The Selectmen reviewed, approved, and signed a Library Trustee appointment for Adam Mueller.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to adjourn at 4:27 p.m.
Motion carried with 2 in favor, none opposed.

Submitted by: Tara Sousa/Town Administrator

Approved by:



Carla C. Mary/Chairperson

Douglas A. Reardon/Selectman

Vacant/Selectman