

**Town of Greenville
Minutes – Selectmen's Meeting
April 26, 2017**

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

Old Business:

Review and discuss status of Underwood Engineering projects -ESR #17 Ferric Pilot – Review jar test results: The Selectmen met with Dave Brennan, Water/Wastewater Plant Manager, to review the results of the ferric pilot jar tests. Chairperson Mary had concerns about the results, as the values for the recommended chemicals did not seem to indicate a positive outcome. Dave Brennan thought the turbidity values might be listed incorrectly, as he personally observed positive results from two of the tested chemical additives. He feels confident in recommending going through with the full-scale pilot. The ferric will be pre-blended. Chairperson Mary signed Underwood Engineering's ESR #17 to authorize the full-scale ferric pilot. Dave Brennan reported that the work on the raw water pumps will begin on Monday. He also reported that Utility Partners had hired a new Operator-in-Training. Chairperson Mary expressed that the schedule for licensing of new Operators should be shorter than 2 years. Dave Brennan agreed, and indicated his new employee is very motivated. The Selectmen reviewed the contracts from Underwater Solutions for the water tanks maintenance and installation of the mixer. **Motion by Chairperson Mary, 2nd by Selectman Reardon, to approve and sign the contracts with Underwater Solutions for the maintenance of the 2 water tanks and the installation of the mixer.** **Motion carried, 2 in favor, none opposed.**

Review and discuss Utility Partners response re: 61 High Street water leak:

The Selectmen reviewed the response from Rob Lauricella (Utility Partners) regarding the cost the Town incurred to repair the leak at 61 High Street. The Selectmen still felt strongly that Utility Partners should defray some of the cost, as the Town contracted work that was found to be unnecessary. The Selectmen also believe that no one from Utility Partners was on-site when the first repair was completed and backfilled. The Selectmen directed the Town Administrator to request that Utility Partners reimburse the Town \$3,000, which is 1/3 of the work completed by Underground Testing Services.

Review and discuss status of staffing:

The Town Administrator reported that she had offered the Bookkeeper/Administrative Assistant position to Kelly Fitzwater, and she had accepted.

Motion by Chairperson Mary, 2nd by Selectmen Reardon, to hire Kelley Fitzwater as the Bookkeeper/Administrative Assistant at a rate of \$18.00/hour.

Motion carried with 2 in favor, none opposed.

The Town Administrator reported that she has conducted interviews and is prepared to offer the Pool Manager position to a candidate.

Status of 4 Happy Hollow complaint:

The Selectmen reviewed a new letter from Mr. Simonson regarding the status of the Trash and Dumpster By-Law violation at 4 Happy Hollow. The letter indicated that several dumpsters of debris were removed from the property in late March, but that work had ceased soon after and no additional progress has been observed. The letter included detailed photos and lists of the offending material. The Town Administrator stated that she has requested that the Code Enforcement Officer re-inspect the property. The Selectmen discussed the levy of the \$1,000/day fine, indicating that they would be inclined to levy such at their next meeting if the homeowner fails to comply with the Trash and Dumpster By-law. The Selectmen directed the Town Administrator to write letters to both the owner of

4 Happy Hollow and Mr. Simonson, and to notify Scott Tenney that the Selectmen will need an inspection of the property prior to their meeting on May 10th.

New Business:

Review and discuss Forestry Vehicle quotes:

The Selectmen reviewed the quotes obtained to convert the Town's unused Highway Department truck into a Forestry vehicle, at a cost of approximately \$26,000. The Selectmen appreciated the efforts of the Fire Department personnel to reduce the cost from the previous Forestry Vehicle proposal they had brought forward. This quote had been requested for the budget cycle, and the Selectmen noted that no money has been allocated for this project in this year's budget. The Selectmen feel this item should be put forward to the voters as a warrant article for 2018. The Selectmen would also like to revisit this matter in the fall, as they would support use of unexpended current year funds to reduce the warrant article cost.

Paving quotes:

The Selectmen reviewed 2 quotes obtained by the Road Agent for paving.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept the quote of Advanced Paving for the paving projects on Chamberlin Street, Ashton place, and High Street.

Motion carried with 2 in favor, none opposed.

Discuss upcoming TGPD Joint Police Board Negotiations:

Chairperson Mary stated that for her, the primary item of concern in negotiating a new agreement with Temple for the joint police force would be administration. She will recommend that Temple take on the payroll administration and other duties currently performed by the Selectmen's office staff. Selectmen Reardon was in support, and does not wish to negotiate other items which had previously been put forward by Greenville.

Miscellaneous:

At the request of the Road Agent, the Selectmen considered declaring the trees on Adams Street (across from West Side Auto) a hazard. This declaration was necessary for the Road Agent, as the ownership of the land which the trees sit on is in question.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to declare 2 trees on Adams Street a hazard.

Motion carried with 2 in favor, none opposed.

The Town Administrator relayed that she had been contacted by Kristy Zina, Co-Chair of the Community Profile Steering Committee, who asked if any money had been budgeted to support the Community Profile event. The Town Administrator had reviewed the 2017 budget, and did not believe any line items had been increased for this event. The payment to UNH Cooperative Extension had been made in FY'16. The committee is anticipating cost for marketing (printing, postage, etc.), as well as food for the event. Mrs. Zina had asked if the committee could fundraise for this purpose. The Selectmen had no objection to fundraising, but were optimistic that some funds would be available in existing budgets to support the success of the Community Profile.

Signature Folder:

Review, discuss, and approve the April 12, 2017 minutes:

The Selectmen reviewed, approved, and signed the minutes of April 12, 2017.

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

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

Review, approve, and sign Beautification appointments:

The Selectmen signed the appointment forms for Kristy Zina, Heather Schoff, Adam Mueller, Kim Duthie, and Maggie Bickford.

The Selectmen signed a purchase order for the Fire Department.

The Selectmen signed a request of Trust Funds (Water ETF) for work completed on the water service and main at 61 High Street.

The Selectmen signed pay rate sheets for Carrie Traffie and Kelly Fitzwater, per prior action of the Board.

Non-Public Session pursuant to RSA 91-a:3,II (c) to discuss a matter of reputation

Motion by Chairperson Mary, 2nd by Selectman Reardon, to enter non-public session pursuant to RSA 91-a:3,II (c) at 4:15 p.m.

Motion approved by roll call vote, Chairperson Mary (Yes), Selectmen Reardon (Yes).

The Town Administrator informed the Selectmen of matter of reputation relating to an employee's conference compensation, and reviewed the Attorney's advice on the matter. No action was taken. Changes of policy or practice will be considered going forward.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to re-enter public session at 4:23 p.m. and to seal the minutes of the non-public session for 99 years.

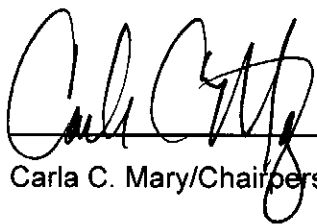
Motion approved by roll call vote, Chairperson Mary (Yes), Selectmen Reardon (Yes).

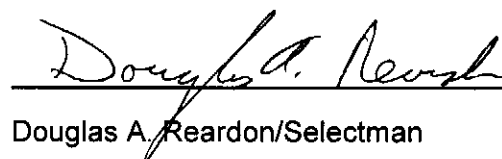
Motion by Chairperson Mary, 2nd by Selectman Reardon, to adjourn at 4:23 p.m.

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