

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
September 8, 2010
Minutes

5:30 p.m. Chairperson Bergeron opened the meeting at 5:30 p.m.

In Attendance: Chairperson Bergeron, Selectperson O'Keefe, Selectman Blease, Acting Building Inspector/Code Enforcement Officer, Jim Shultz, Acting Road Agent, Michael Bergeron and Town Administrator, Kelley Collins

5:30 p.m. Meet with Interim Building Inspector/Code Enforcement Officer, Jim Shultz to review status of open items

J. Shultz has sent a letter to 36 Main Street, regarding non-compliance with zoning regulations. The letter was sent certified, and was returned to the town unclaimed. Mr. Shultz spoke to the owner and she said she would either pick it up today or ask if she could not make it today, asked him to re-mail it. The property owner's intention is to go to the Planning Board and ask to be allowed to have residential units at street level. Since the Town's zoning specifically prohibits that the Planning Board will have no choice but to refer the owner to the ZBA for a special exception from the Town's zoning. Selectperson O'Keefe asked what will happen if the owner does not accept the letter. J. Shultz said that if necessary, he will have it served. Selectperson O'Keefe asked Mr. Shultz if he will attend the Planning Board and Zoning Board meetings. He said he will attend those meetings if the BOS wants him to.

27-29 Main Street – Mr. Shultz noted that nothing is happening with this property. He suggested that the Board may want to have the Town Attorney write a letter to the bank and urge them to take it down as a public safety concern.

Public Hearing on Air Quality Permit for Pilgrim Foods

Selectman Blease and Selectperson O'Keefe will attend the NH DES public hearing on Monday, September 13, 2010 at 6:30 p.m. Chairperson Bergeron will attend the TG Police Joint Board meeting. The Board does not need the Town Administrator to attend the public hearing.

6:00 p.m. Meet with resident, regarding boulders blocking Old Mason Road

Mrs. Frost noted that they cannot access the road with horses because the boulders are too high for the horses to get over. She does have permission to ride on the Legion's conservation property. Mrs. Frost understands that this Class VI Road may be subject to gates and bars but she did not think it could be totally blocked off. Selectperson O'Keefe did tell Mrs. Frost that they met with Mr. Washburn and he is specifically concerned with various acts of vandalism that occurred on his property over the years, before he installed the boulders. Mrs. Frost provided the Town with maps of their riding trails. The Board would like copies of these maps forwarded the police department, fire department and ambulance service just in case anyone on a trail ever needs emergency services. The Board reviewed RSA 231:21-a regarding Class VI roads.

Met with Toby Fedder/Woodard & Curran re: GEVD issues with wells

Selectperson O'Keefe talked to Toby about looking at the project to see if the Town can accept GEVD's system early so that we can allow GEVD to hook up early due

to concerns with their well system. Toby did talk to Carla today about this. Toby said there is a way to do this without assuming the ownership yet. He has been reviewing the documentation as the construction has progressed and he is ok with what they have done so far. His recommendation is to assume ownership of the main all at one time. All new construction has backflow preventers. We already have a perfectly good meter running, the town will lose a little bit of water on irrigation but can track the rest. The only thing Toby will want to see before recommending acceptance is the "as built" plans so that the Town knows what it actually owns.

Michael A. Bergeron representing GEVD stopped by about tying into water system sooner rather than later.

Meet with Acting Road Agent, Mike Bergeron re: vehicle maintenance

Selectperson O'Keefe wanted to meet with Mike so that it will be in the minutes that due to surrounding towns issues with vehicle maintenance issues it would be conducive to have all town vehicles put through an independent outside "audit" inspection cycle. This is not to say that all vehicles will now be inspected out of town. This is currently a onetime thing and it is a safety issue.

Selectman Blease and Acting Road Agent, Bergeron went to J & Ds in Wilton today to talk to them about the needs with the trucks. We have owned the sander for four years, if we had addressed these repairs a little at a time it wouldn't be so bad right now. The estimate for the sander is \$3158 which includes clutch, kingpins, and tie rods. Selectman Blease asked the Town Administrator to call and have them include repairing the speedometer.

There is one truck left to inspect - the 2006. The 2001 pickup is there for inspection. The 1995 International is done, the Freightliner is done. The only Fire Truck that has gone to be inspected so far is the ladder truck. The pink slips for preventive maintenance are really important and the Board needs to make sure that they are being kept and the preventive maintenance is being done. The Board wants duplicate truck maintenance files kept at the town hall and at the highway garage. The Board is really concerned about the safety of the vehicle maintenance on these big trucks.

6:30 p.m. Non Public Session under RSA 91-A:3, II (b) to discuss the hiring of a public employee

Selectperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (b) at 6:35 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes; Selectman Blease – yes.

Decision Made: The Board instructed the Town Administrator to send an offer letter outlining the hours of 7:00 a.m. – 1:00 p.m. Monday thru Thursday, subject to change as needed and at a rate of \$14.75/hour. His first day will be Friday, September 17th.

Selectperson O'Keefe made a motion to leave at 6:56 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes; Selectman Blease – yes.

7:00 pm – 8:00 pm Informational Meeting for residents of the Route 31 neighborhood who may be interested in hooking up to municipal water. Toby Fedder from Woodard & Curran and Tom Page from Underwood Engineering will be in attendance

Mr. Page from Underwood Engineering gave a brief overview that they are adding 10K linear feet of ductal water main onto existing water main. The main that has been installed is off the road on the shoulder in some places and under the pavement in some places. Sometime in October there will be an overlay of Route 31.

There is a part called a corporation that is a tap into the main itself and on the main buried. The water service is buried under the pavement to the property line. The installation of that service line needs to be done before. On the service line at the property line there is a curbstop. The curbstop is flush with the ground and accessible

for shut offs.

Toby Fedder from Woodard & Curran noted that the property owner will be responsible for the corporation, service line and curbstop. Anything that happens on the property owners property is their responsibility. Due to the pressure along the system some residents will be required to install (PRVs) pressure reducing valves and the homeowner or property owner will own those.

Who is responsible for taking it from the Main to the curbstop? It is the homeowner's responsibility. When the main is on the opposite side of the street there will be additional cost. Yes, that is correct it will be more. Some contractors can do a trenchless service. The contractor who did this work had to get a trench permit from NH DOT which will spell out what DOT will require for pavement repairs.

Until the Town fully accepts the main it belongs to GEVD. Usually town water mains do not run under state highways. That does make this project a little more complicated. Until construction is done the contractor is responsible to GEVD. Once the Town accepts the main they can approve people tying in. It will be much easier for people who directly abut the main. The reason the water main is where it is is because they had to separate the water from the sewer. Q: How long can we wait? Mr. Fedder noted that property owners can just run the tap off the main up to their property lines and then do their service line at another time.

Tom Page – you pay a connection fee to the Town, which buys into the equity of the system and covers physical equipment, your contractor gets a trench permit (usually in 2-3 days)

A resident asked: so we pay a \$1500 connection fee, and then are responsible for all the construction costs from the main at the road all the way into our home? Yes. Toby Fedder suggests we get everyone's name, address and phone number and that they plot their property on the map.

Mr. Frost thanked the Town for trying to help them.

Chairperson Bergeron said that she can't speak for whole Board but she is willing to work with the residents that have expressed interest tonight. The Board is in agreement.

Old Business

Review and discuss status of Adams Hill Water Tower project

Selectperson O'Keefe said they need to decide on refurbishment or replacement? Selectperson O'Keefe made a motion to refurbish this tank and award to low bidder, Limerick Steeplejacks and get a price from Woodard & Curran; Wright & Pierce and Underwood on managing this process for us, to include inspections, etc. Selectman Blease seconded. Vote: 2 yes 1 abstention. Motion passed.

The Board instructed the Town Administrator to contact Toby Fedder for a copy of the bid specification in electronic format.

Review and discuss status of wetlands permit for Richardson Road project

Town Administrator noted that Fieldstone did not send in the application until this morning. A property owner went to Fieldstone to review the application and ask questions regarding the size of the culvert. This held up the submission while Chad's boss reviewed the application. Fieldstone also included a letter outlining the Town's need for an expedited review process.

Review and discuss agenda-ing voting to support CDBG application for GEVD water project

The Board reviewed the letter from Greenville Estates Village District outlining the request from Southwest Regional Planning Commission for an official vote from the Board of Selectmen to support a Community Development Block Grant for an additional phase of the water tie-ins.

New Business

Request to Meet with Board of Selectmen for from resident, Chris Bradler, re: size of culvert of Richardson Road

The Board is doing what they need to do to maintain Richardson Road. The culvert was sized in accordance with hydraulics, hydrology and with review by our engineer. Mr. Bradler is welcome to appeal to DES – Wetlands Bureau regarding the size of the culvert.

Review, discuss and comment, if necessary on 2009 audit

The Town Administrator noted that a draft of the 2009 audit with management letter is in the Selectmen's review folder. The Board should review and then the Town can make any comments.

Review, discuss and set a date to meet with Chad Branon/Fieldstone Land Consultants and Jim Fenton/Hemlock Hills Developer to discuss potential of connecting to sewer and water for development off Route 31

There was an informational meeting tonight for parties interested in hooking into the Town's water line. The Town Administrator did make Chad from Fieldstone aware of tonight's meeting. The Board would like the Town Administrator to make sure Chad and Mr. Fenton are aware that property owner's of existing structures have until November 15, 2010 to take advantage of the discount of Town's hook-up fee.

Signature Folder

Review, approve and sign check manifests

The Board reviewed, approved and signed the check manifests

Review, discuss and approve August 25, 2010 Board of Selectmen Meeting Minutes

The Board reviewed, approved and signed the minutes of the August 25, 2010 Board of Selectmen's Meeting.

Review, discuss and approve August 25, 2010 Board of Selectmen Non Public Meeting Minutes

The Board reviewed, approved and signed the minutes of the August 25, 2010 Non Public Selectmen's Meeting

Review, discuss and approve August 31, 2010 Board of Selectmen Non Public Meeting Minutes

The Board reviewed, approved and signed the minutes of the August 31, 2010 Non Public Selectmen's Meeting

Review, approve and sign MS1

The Board reviewed, approved and signed the MS1 (value of assessed value)

Review, approve building permit for single family home on Nutting Hill Road

The Board reviewed, approved and authorized the Chairman to sign a building permit for a single family home on Nutting Hill Road.

Selectperson O'Keefe made a motion to authorize Chairperson Bergeron to sign off on building permit single family home on Nutting Hill Road. Selectman Blease seconded. VOTE: 3-0.

Review and approve various transfers

The Board reviewed and approved transfers

Review and approve abatements

The Board reviewed and approved abatements

Adjournment

Selectperson O'Keefe made a motion to adjourn at 8:40 p.m. Selectman Blease seconded. Motion Passed. Vote: 3-0

These minutes were prepared by: Kelley Collins/Town Administrator

Approved by:
Board of Selectmen

Brenda Bergeron/Chairman



Kelle O'Keefe/Selectperson



Scott Blease/Selectman