

**Town of Greenville  
Board of Selectmen  
Minutes – June 28, 2017**

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

Chairperson Mary brought up attendance at the Town's Joint Loss Management Committee, having been informed by the Town Administrator that only Tom Plourde and Wanda Knisely attended the recent meeting. Chairperson Mary, with the agreement of Selectman Reardon, directed the Town Administrator to draft and send a memo on behalf of the Selectmen that participation from each department is mandatory at quarterly Joint Loss Management Committee Meetings.

**Pool Status**

The Town Administrator discussed the scheduling issues, lack of communication, and poor quality work regarding the line painting by Quality Design. The swim lane lines have not been painted, but the pool is now filling, as the Town Administrator had informed Quality we could not wait any longer. The pool staff will stencil the required depth markings and such to allow us to open. The Town Administrator discussed that the painting delay has caused issues with scheduling the pump set-up. The pool should be full Friday or Saturday, but we do not have a commitment when the technician will be available to do the pump start-up. The Selectmen expressed the urgent need to have the pool open for the holiday.

**Update on Old Ashby Road Fence Issue**

The Town Administrator reported that Tom Plourde met with the homeowner whose fence presented a concern for plowing operations on that road. The homeowner has agreed to move the fence back.

**Update – 4 Happy Hollow Road**

Scott Tenney (Building Inspector and Code Enforcement Officer) arrived to report on the status of the Trash and Dumpster Violation at 4 Happy Hollow Road previously discussed. He reported that the owners are continuing to work on removing debris, stacking up different materials for future removal. The Town Administrator asked if the dumpster has been removed. Mr. Tenney replied that it had not. The Town Administrator noted that the Depauws had agreed to attend the next Selectmen's meeting.

**Planning Board Site Plan Comment Request**

Selectman Reardon asked Scott Tenney if there was anything in the plan that the Selectmen should be concerned about. Mr. Tenney answered no, explaining that Greater Waste (Shaws) had purchased the Money for Metals property with the intent to develop the transfer station originally proposed for the Pioneer Plastics site. The location change alleviates some of the environmental concerns that existed with the previous site, which was in close proximity to the river. The Selectmen asked if the plans would be reviewed by engineers, and Mr. Tenney answered that some parts would need review. Selectman Reardon suggested an escrow account should be required to cover the Town's costs. Mr. Tenney left the meeting. The Town Administrator asked if there were any conditions that had been placed on the approval of the Money for Metals property that had not met their satisfaction. The Selectmen did not have any concerns at this time.

**Planning Board Letter of Interest – Miles Horsley**

The Selectmen reviewed a letter from Miles Horsley expressing interest in serving on the Planning Board. The Selectmen signed his appointment to the Planning Board.

#### **Board of Selectmen Letter of Interest – Scott Tenney**

Chairperson Mary discussed concerns regarding the dynamics of having a Selectman who has a paid position in which the job duties are overseen by the Selectmen, as Board members should be equals. She expressed that Mr. Tenney is a valued part-time employee, and she would not want a potential future conflict between the Board members to impact his desire to continue in his capacity as Building Inspector. Selectman Reardon acknowledged the concerns, but did not have reservations himself about such an appointment. He suggested they invite Mr. Tenney to attend the next meeting to discuss any potential conflicts of interest. Chairperson Mary agreed.

#### **Review Underwood Project Update**

The Selectmen reviewed the project status updates provided by Tom Page of Underwood Engineering. Regarding the water pump project, the Selectmen reviewed the submitted contractor costs of \$20,013.74 for the removal of the failed pumps, diagnostics and repair, and re-installation. The Town Administrator relayed that Tom Page had discussed an even split of those costs, without mark-up, between Methuen Construction and the Town, as the Town was responsible for the conditions in the wet well, but the contractor has culpability in failing to confirm the first pump was fully operational before removing the second. The project budget indicated the additional costs will fall within the contingency. The Selectmen expressed their dissatisfaction with the situation, but agree to the distribution of costs if the total project comes in within budget. The status report also indicated that Underwood was seeking an amendment for \$3000 for a portion of their additional inspection and administration costs. The Selectmen felt that Underwood should absorb the additional costs, as the project scope should have included verification of the suitability of existing conditions, which could have avoided this entire situation. They were in agreement that they would not approve an amendment for additional engineering costs.

#### **23 Main Street Scope of Work**

The Board reviewed the scope of work for the demolition and restoration of the 23 Main Street site. The Town administrator confirmed that, as previously expressed, the Selectmen wished to invite specific contractors to bid versus an advertised bids process. Tom Page also asked when the Town would like to receive bids. The Selectmen wanted the bidding completed as soon as possible. The Town Administrator suggested the end of July, as the contractors will be prequalified, but the bids will require some engineering review. That timeline should allow for a bid to be recommended at the August 9<sup>th</sup> Selectmen's meeting.

#### **Appreciation Letter to Ted DeWinter**

The Selectmen signed a letter thanking Ted DeWinter for his 26 continuous years of service as a member of the Planning Board.

#### **Water & Sewer Abatement Request – 25 Main Street**

The Selectmen reviewed an abatement request from the owners of 25 Main Street, which sought relief from the minimum billing amounts for water and sewer. At the request of the owners, the abatement form was attached to a complaint previously submitted to and discussed by the Selectmen.

**Motion by Selectman Reardon, 2<sup>nd</sup> by Chairperson Mary, to deny the abatement request for 25 Main Street, as minimum billing is the Town's standard practice.**

**Motion carried with 2 in favor, none opposed.**

#### **Water & Sewer Rate Public Hearing Date**

The Selectmen discussed potential public hearing dates for water and sewer rates, considering the end of July or beginning of August. The Town Administrator will contact GEVD with the proposed date. The Town Administrator confirmed that a public hearing would take place at 7:00 p.m., shifting the Selectmen's regular business meeting to the evening. Chairperson Mary stated that the meeting time could be set depending on the length of the agenda.

#### **Board Priorities**

The Town Administrator requested that the Board relay any priorities they may have, such as policy revisions or special projects, to inform her work beyond the regular or immediate tasks required. The Selectman indicated that work on the issues that arise on a continual basis are the priority. Chairperson Mary requested that the Town Administrator look at the Sewer Fund to help the Selectmen better understand the financial position and make a rate increase recommendation.

#### **Paving Adjacent to Police Station**

Chairperson Mary reported that she had been contacted by the Police Chief regarding the paving work being completed by the insurance company next to the station. For surface continuity, the Chief and Chairperson Mary agreed to allow the paving to continue right up to the building, but wanted it noted that the area against the building is still Town property.

#### **Signature Folder**

The Selectmen reviewed and approved the June 14, 2017 minutes.

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

The Selectmen reviewed and approved the revised Timber Tax Warrant for Tully - Map 2 Lot 41.

The Selectmen reviewed and approved a P&R/Pool Purchase Order for Keiffer (swimsuits, etc.).

The Selectmen reviewed and approved a Raffle Permit for the Holiday 50/50.

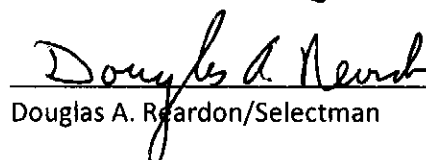
**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Reardon, to adjourn at 4:31 p.m.**

**Motion carried with 2 in favor, none opposed.**

**Submitted by:** Tara Sousa/Town Administrator

**Approved by:**

  
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Carla C. Mary/Chairperson

  
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Douglas A. Reardon/Selectman

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Vacant/Selectman