

**Town of Greenville
Board of Selectmen
Minutes – July 26, 2017**

Call to order at 3:42 p.m. Present: Selectman Douglas Reardon, Selectman Scott Tenney, and Town Administrator Tara Sousa. In the absence of the Chairperson, Selectman Reardon conducted the meeting.

Status of 4 Happy Hollow Road

Selectman Tenney, in his capacity as Code Enforcement Officer, stated that he had not yet been able to confirm the removal of the dumpster from 4 Happy Hollow Road, as promised by the Depauws via a phone conversation with the Town Administrator. Selectman indicated he would inspect the property after his office hours that evening, and would draft a letter to the Depauws if the dumpster was still on-site.

Review Underwood Project Update

The Selectmen reviewed the project status report provided by Tom Page of Underwood Engineers. The Town Administrator discussed the pre-bid meeting she attended, where only one contractor was present. Underwood's on-site engineer also anticipates a bid from Accura, as they had toured the site in advance of the warrant article estimate. The bids opening is August 2nd, with an intent to review and award at the next Selectmen's meeting.

Draft Financials and Roberts and Greene Representation Letter

The Selectmen re-reviewed the draft financial statements from Roberts and Greene, along with the requested Management Representation Letter. The Town Administrator explained that in signing the letter, the Selectmen are certifying that they have provided, to the best of their knowledge, all information material to the financial statements to the Auditors. The Selectmen signed the representation letter.

Additional Highway Block Grant Money from State Budget

The Town Administrator notified the Selectmen that we can anticipate \$37,076 of unanticipated funds from the passage of Senate Bill 38. These funds will be bound by the same rules as Highway Block Grant monies, but must be spent on projects that had not previously been in the budget. The Town Administrator relayed one option provided by the Road Agent, which was to pave Richardson Road. Selectman Reardon noted that the poor condition of that road has been brought up by Temple Selectwoman Gail Cromwell. The Selectmen discussed the potential to use the funds for repairs on the green bridge. It was presumed that the cost of engineering alone would exceed the additional block grant funds available. Selectman Reardon expressed that he would like to expend the unanticipated funds on something visible and tangible. The Selectmen agreed that they wanted to discuss the matter again with the full Board.

Pool Policy Considerations for Next Year

The Town Administrator discussed the recent situation with the Pool staffing, where an unexpected absence of a senior guard caused the pool to be closed for 2 weekend sessions. She discussed having

polled the Board about the pool closure. Selectman Tenney expressed that the liability was too great to have made any choice other than closing the pool. The Town Administrator relayed that Wanda Knisely, the Pool Director, has researched the requirements for senior guards, indicating that the requirement for senior guard to be 18 or older is driven by individual organization policy, not by law. In this recent situation, the next oldest guard available was 16. The Town Administrator stated that she would not advocate for a policy change to allow a 16 year old to be a senior guard, but that the Town could consider a policy change for next year to allow a 17 year old with a WSI certification and/or a certain amount of experience to be considered a senior guard. Next year, presuming staff returns, we will have a junior guard with 2 years of experience. Selectman Reardon expressed that he would like to maintain the requirement to be 18.

The Town Administrator discussed a situation at the Pool where one patron claimed she had a restraining order against another patron that arrived. The Pool Director, upon advice from the Town Administrator, contacted the local police, who responded to the pool. Selectman Tenney expressed that the staff should not be brought into disputes like this, and that pool patrons should be contacting the police themselves in these situations. The matter was resolved without incident, but highlighted the enforcement of resident/non-resident use. We currently offer a non-resident season pass. We also do not require day pass purchasers to be accompanied by a Town resident. The revenues gained from these are minimal. The Town Administrator recommends we re-look at pool policies after the season ends, and consider doing away with non-resident season passes and implement a requirement for day pass purchasers to be accompanied by a resident.

Non-public Pursuant to 91-a:3,II(a) – Employee Matter

Motion by Selectman Reardon, 2nd by Selectman Tenney, to enter non-public session pursuant to 91-a:3,II(a) to discuss an employee matter at 4:10 p.m.

Motion approved unanimously by roll call vote. (D. Reardon, yes; S. Tenney, yes.)

(Non-public session)

Motion by Selectman Tenney, 2nd by Selectman Reardon, to re-enter public session at 4:15 p.m.

Motion approved unanimously by roll call vote. (D. Reardon, yes; S. Tenney, yes.)

No action was taken in non-public session.

The Town Administrator discussed an issue with an abatement for 31 Kimball Heights approved at the July 12, 2017 meeting, explaining that the intent of the abatement was to remove interest, due to a mailing address issue caused by the water and sewer billing software, but application of that amount in the Tax Collector's software will cause a larger amount to be forgiven. The Town Administrator requested that the Selectmen retract their previous motion and instead direct the Tax Collector to remove all interest from the outstanding amounts.

Motion by Selectman Tenney, 2nd by Selectman Reardon to retract the abatement granted for 31 Kimball Heights on July 12, 2017, and to authorize the Tax Collector to, upon payment by the current owner, remove all interest accrued on 2nd issue 2015 and 1st and 2nd issue 2016 water and sewer charges for 31 Kimball Heights.

Motion carried with 2 in favor, none opposed.

The Selectmen reviewed the Tax Collector's list of properties subject to tax deeding if not paid by September 14th. The Tax Collector anticipates many of the owners will resolve the outstanding liens prior to that date. An updated list will be provided as we approach the deadline, for review and decision by the Board.

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The Selectmen:

- Reviewed and approved the July 12, 2017 minutes.
- Reviewed and approved check manifests for accounts payable and payroll.
- Reviewed and approved a PO for Highway, S.E. Tiedemann Excavation LLC.


Motion by Selectman Reardon, 2nd by Selectman Tenney, to adjourn at 4:29 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



Scott Tenney/Selectman