

**Town of Greenville  
Board of Selectmen  
Minutes – September 27, 2017**

Call to order at 3:31 p.m. Present: Chairperson Carla Mary, Selectman Douglas Reardon, Road Agent Tom Plourde, and Town Administrator Tara Sousa.

**Meet with Douglas Robida Regarding Traffic Issue**

The Board met with Douglas Robida, of 129 Temple Road, regarding the issue of tractor trailer trucks using his driveway/yard to turn around, due to their inability to locate Pilgrim Foods. Mr. Robida believes GPS devices are mistakenly navigating to Old Wilton Road, New Ipswich. He discussed the damage done in these incidences, including torn down wires and torn up lawn. Mr. Robida asked if the Town could do anything, such as requiring Pilgrim Foods to erect signs providing drivers with clear directions to their facility. Tom Plourde discussed prior attempts to address this issue, explaining that any signs on Route 31 would need to be erected by the state at a cost, both initial and annual. Selectman Reardon asked if it could be made mandatory. The Town Administrator asked the Road Agent if there were any prohibitions for large trucks crossing the green bridge, and he replied that there is not. Various incidences of trucks trying to navigate through the center of Town were discussed. The Town Administrator discussed the potential to attempt corrections with the GPS companies in hopes of solving most of the navigation issues. Chairperson Mary suggested that the Town Administrator write a letter to Pilgrim Foods ownership encouraging them to provide signage. Chairperson Mary asked Mr. Robida if he has tried to contact Pilgrim Foods. He answered that he has, but has not gotten any response. He noted that he has called the police the last two times damage occurred, and the driver was cited in the most recent incident. The Selectmen agreed to have the Town Administrator send a letter to Pilgrim Foods.

**Meet with Road Agent Regarding 2018 Budget**

Tom Plourde discussed his submitted 2018 budget requests for Highway Administration and Highway Streets, \$191,411 and \$98,558 respectively. He noted that the truck lease payment is now part of his regular budget. He noted he has been able to stock up on sand within this year's budget, but warned that sand cost has doubled, due to the difference in the price we were receiving from Pitcherville versus the going rate through any other supplier. His proposal included a 4% increase for his position, as he is still below the average determined through a salary study. This increase would bring him up to that average. The proposal includes a 2% increase for other department staff. He explained his budgeting for winter maintenance, which includes an expectation of 16 plowable storms with 10 hours of overtime per storm. His staff takes comp time when possible to keep overtime low. Overall, there was a \$100 increase in the Highway Streets budget. The selectmen had no objections to the presented figures at this time.

**Old Business:**

**Water/Sewer Project/Operations Update – Meet with Dave Brennan**

Dave Brennan stated that Tom from Electrical Installations Inc will be on-site this Thursday to address the issues with the VFD circuit boards, and calibrate the flow meters. The Adams Hill Tank mixer is

awaiting Underwater Solutions tank maintenance work, which is anticipated in October. Flushing was completed in September. A couple hydrant repairs will be completed before winter.

Chairperson Mary questioned the cause of the suspended ferric pilot. Dave Brennan discussed issues with flow pacing. He referred the Board to the quote obtained from Farrar, Inc. for the replacement of a wastewater pump. The Town Administrator noted that this could be funded through the expendable trust fund.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Tenney, to accept Farrar's quote of \$7,648.31 for the replacement of a pump at the WWTP.**

**Motion carried with 3 in favor, none opposed.**

The Town Administrator noted that we received a quote from Accura for the sewer line repair identified by the cameraing completed this summer. Dave Brennan will attempt to get the quote he has requested multiple times from RH White. He discussed Utility Partners staff involvement in the upcoming pavement project, including manhole risers and curb box repairs. He informed the Selectmen of his upcoming vacation, for which Utility Partners will provide a 40 hour/week on-site substitute.

Dave Brennan noted that the water readings had been completed. The Town Administrator thanked Dave and his department for their assistance with the scheduling of water meter replacements. She discussed letters which were sent for meters which indicated 35+ days of no usage, indicating a need to be replaced. Chairperson Mary asked how the billing was completed for those residences. The Town Administrator replied that the actual reading was used. She recommended that a 5 cycle average be used for billing. The Town Administrator explained that, with the warrant completed in the system, she would need to see if Avitar could roll back the billing in order to make this correction. The Selectmen agreed that an average should be used for future billings of accounts with 30+ days no usage recorded.

Dave Brennan reported that Greenville Recycling is connected to water and sewer, noting that they needed to perform a bacteria tests, which necessitated the water connection, and that the hydrant was accepted. Chairperson Mary questioned the hydrant, which was clarified to be private. The Town Administrator indicated that Underwood needs to confirm that all the specifications were met. Selectman Tenney (as Building Inspector) noted he has not been called for final inspections. He indicated that the site plan was developed for eventual acceptance by the Town.

The update provided by Underwood Engineering was reviewed. Chairperson Mary noted that there is \$1760 left in the budget for the 23 Main Street project. She asked if that can be used for additional work on the site. The Town Administrator believed the wording of the warrant article would allow for additional site work. Chairperson Mary noted that she had seen a proposed concept developed by the Beautification Committee, but the cost would likely exceed the remaining budget.

#### **New Business:**

##### **Cash Position**

The Town Administrator alerted the Selectmen that the general Fund checking balance was low enough that she would likely need the Treasurer to move money from the PDIP to the TD Account until taxes begin coming in. Reviewing factors which affect cash, she noted there is little difference in the

uncollected taxes or general fund expenditures from last year at this time to now. It appears the major factor is the use of fund balance at last year's tax rate setting, which reduced overall cash-in-hand. The Selectmen asked the Town Administrator to prepare a breakdown of the Town's fund balance (cash, outstanding receivables, etc.) for this year's tax rate setting meeting.

#### **Meet with Elisabeth Leblanc Regarding Community Garden Proposal**

Elisabeth Leblanc, of 602 Fitchburg Road, presented a proposal to create a community garden space through her for-profit benefit corporation, Square Inch, Inc. She proposes use of the 5 lots owned by the Town along Old Wilton Road, though she has attempted to contact private owners of other suitable properties in town. If on Town land, a lease agreement for the property would need to be created. The concept is to fundraise for initial start of cost of building the beds, soil, site work, etc. Raised accessible beds (8' X 4') would be leased for exclusive use, with the cost being determined by the annual overhead costs of the site. Chairperson Mary asked how many beds she is anticipating creating. Ms. Leblanc answered 50 beds. As this land is currently used for snow storage in the winter, Selectman Tenney asked how much of the site would be used for the garden. Ms. Leblanc answered 2 of the 5 acres would be used, but if necessary, beds could be collapsible/removed in the Fall. When the question about the sun exposure at that lot was brought up, the Road Agent indicated that clear cutting would not be needed, but that several dead trees should be removed. Selectman Tenney expressed concern that some type of barrier for pedestrian protection be in place, and options too address that were discussed.

Selectmen Tenney and Reardon both expressed concerns that the basis for this project would be a for-profit company. Ms. Leblanc explained briefly how a New Hampshire benefit corporation differs from a standard for-profit company, as it would require the return of the donations if the project goal was not achieved. Selectman Reardon felt that the Town Attorney would need to review all of the information, and that this would need to be presented as a warrant article at Town Meeting. He felt it would also need to go before the planning Board for site plan approval. Chairperson Mary questioned if there are existing stubs for water at those lots. The Town Administrator believed there had been a proposal by the former owners to connect the sites to Town water, but she didn't think that any work to that effect had been completed.

Heather Schoff, of 80 Mill Street, asked what the purpose of the current fundraising campaign (that has been posted on the 'Greenville NH historic village community' Facebook page) is. Ms. Leblanc answered that it is the initial start-up of site clean-up and work, bed construction, loam, etc. Ms. Schoff asked what the cost of a garden bed will be. Ms. Leblanc answered that the cost will be based on the annual costs being divided between the plot lessees, but she estimate potentially \$20 to \$40 per year. This type of model, which has been successful in places like Amherst, versus volunteers working a plot of land together, with a percentage of the yield going to the local food pantry, was discussed. Ms. Schoff asked what the incentive would be for people to lease a bed rather than garden at home. Ms. Leblanc explained that this proposal is focused more on renters and those who do not have viable space for gardening at their home. Ms. Schoff requested, as one of the administrators of the aforementioned Facebook page, that Ms. Leblanc share the detail in her presentation materials on the site, because she had received many questions from other members of the page. Ms. Leblanc said that she could add this information to the fundraising site. Other logistics, such as liability coverage and a potential farmers market were briefly discussed.

Selectman Tenney noted that this project is being presented on a conceptual basis. Ms. Leblanc explained more about her company, which will run sponsorship campaigns to purchase land for conservation throughout NH. This project is a pilot to get her business up and running. There is a 4 month timeline for fundraising. If the project doesn't move forward, donors can be refunded. The Town Administrator asked Ms. Leblanc if she would be interested in being involved should the community advocate for a more communal farm model, to which she indicated she likely would not. The Selectmen agreed that they would need further time to review the legalities and discuss the matter. Ms. Leblanc thanked the Selectmen for their time.

### **Miscellaneous**

The Town Administrator asked on behalf of the Community Profile Steering Committee what chairs may be available for use during the profile event. Chairperson Mary stated that the chairs used for Town Meeting are store at the Highway Department garage.

### **Status of 4 Happy Hollow**

The Town administrator reported that she had sent a letter to Mr. Simonson as directed. The Selectmen agree that Scott Tenney, in his capacity Building Inspector, needs to continue monitoring the progress at 4 Happy Hollow.

### **Health Department Complaint, 20/21 Granite Ave**

The Town Administrator informed the Board that in response to a Health Department complaint about garbage and furniture being pile up around the foreclosed mobile homes at 20 and 21 Granite Ave, the Health Officer had authorized a letter in August to the owner, J.P. Morgan Chase, requiring clean-up within 5 days. That deadline passed 3 weeks ago, with no communication from the Bank. Chairperson Mary suggested contacting the realtor, as the property is on the market. The Selectmen discussed assessing the warned \$1,000 per day fine for failure to clean the property, or even address the Health Department's letter. Selectmen Tenney discussed the process for levying fines, which includes, he believed, sending notice to the Jaffrey District Court daily as the fines are assessed. He will confirm that process for the Town Administrator.

**Motion by Chairperson Mary, 2<sup>nd</sup> Selectman Reardon, to assess J. P. Morgan Chase a \$1,000 per day fine for failure to clean garbage and debris from 20/21 Granite Ave.**

**Motion carried with 3 in favor, none opposed.**

### **Tax Payment Arrangement**

The Town Administrator asked if the Selectmen had any objections to a payment arrangement with a 4 year payoff schedule, as the amount in question is larger than some of the arrangements done in the past. The selectmen had no objections.

### **Other Old Business**

#### **Eversource BTLA Appeal**

The Selectmen reviewed an email and related documents from Jae Whitelaw, of the Mitchell Municipal Group, who is representing a consortium of Towns involved in a utility assessing appeal. The email

indicated that Eversource had dropped its appeal of the 2013 assessments, but has requested that the BTLA add the 2016disputed valuations.

**TGPD Negotiations**

The Town Administrator reported that Biron Bedard had reviewed the proposed contract language regarding dissolution of the Detail Revolving Fund, should that ever occur, and had no objections.

Selectman Reardon expressed that he would not be in support of the community garden proposal as it was presented.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Tenney, to adjourn at 5:35 p.m.**

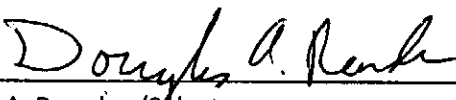
**Motion carried with 3 in favor, none opposed.**

**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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Scott Tenney/Selectman