

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
September 22, 2010
Minutes

Open Meeting

Chairperson Bergeron made a motion to open the meeting at 5:38 p.m. Selectperson O'Keefe seconded. Motion passed – Vote 3-0.

In attendance: Chairperson Brenda Bergeron, Selectperson Kelle O'Keefe, Selectman Scott Blease, Town Administrator Kelley Collins, Building Custodian Chuck Langille, Representative of Monadnock Public Health Network Amanda Gaspard, and Fire Chief Jim Stimans

Nick Martin from Monadnock Ledger-Transcript came in to introduce himself to the Board and to apologize for not including the whole story in his story about the Route 31 water project.

6:00 p.m. Meet with Custodian, Chuck Langille, regarding purchasing of supplies

The Board met with Mr. Langille to discuss purchasing of supplies. Selectperson O'Keefe is concerned because she has been watching the supply budget over the last year and that the supplies are purchased at Belletete's. She thinks money can be saved by purchasing items together on-line. Chuck noted that he does periodically compare prices and that Belletete's prices are actually pretty fair. He did note that he is willing to purchase things at Market Basket if they are cheaper and get reimbursed by the Town.

The furnace has been cleaned for this year. Chuck noted that the Library has told him that people have driven off the edge of the new sidewalk with wheelchairs. The Board asked the Town Administrator to have the Acting Building Inspector, Jim Shultz, take a look at this and see what . The floor in the library is sagging. The Board would like Jim Shultz to look at this also. The Library also wants to make sure that money is budgeted next year for the doors. The Board would like the Library to get a price for the doors.

6:30 p.m. Meet with Amanda Gaspard from Monadnock Public Health Network

The Board met with Ms. Gaspard from Monadnock Public Health Network (MPHN). Ms. Gaspard noted that MPHN's scope of services with the State requires them to meet with the Selectmen from all their member towns.

The Greater Peterborough and the Greater Keene area merged and now cover almost 1000 square miles. One of the major things they do is keep the Greater Monadnock Public Health plan. They have been working on the med surge plans. If hospitals reached their surge limits there has to be a plan to deal with the overflow. The State has charged them with stockpiling supplies. The Keene Recreation Center would be an emergency site as well as Peterborough's Armory. The regional coordinating committee meets every other month at Monadnock Hospital. If we want an electronic copy of the plan she will email it to us. There is a functional needs conference in October.

Ms. Gaspard asked if there were any questions and thanked the Board for their time.

6:45 p.m. Meet with Fire Chief, Jim Stimans

The Board met with Fire Chief, Jim Stimans. Chief Stimans brought his vehicle maintenance records. Engine 5 has a couple of issues. The kingpins on the front will pass but they are failing it because it is a fire truck. We've had an issue with back up

lights. The switch is bad. He is going to leave the truck there and they will prepare an estimate. He thinks the kingpins will be about \$600. The other big thing on the truck is that the front tires on the truck are re-caps and you cannot have re-caps on the steering wheels. The Chief cannot remember ever purchasing tires for that truck so he isn't sure how we wound up with re-caps. He will call Pete's Tire Barn tomorrow and get a price. All the rest of the trucks have been done. The forestry and the rescue are due to be inspected in March. The Chief asked Maillette's and Bobby (McCreery) for a price to do inspections, originally. Mr. McCreery wasn't interested.

The Board is ok with the Chief doing the PO for the repairs and tires for Engine 5 after the fact since this is an emergency repair.

The Board is ok with having it inspected in town once a year and out of town once a year. NFPA requires pump testing every year - Engine 1 is \$350 the ladder is \$350 and the other trucks are less because the pumps are smaller. NFPA requires ladder inspections every year and we are having ours done every other year.

Selectperson O'Keefe asked how the training went at Haffner's. The Chief thinks it went well and he learned something. They still have a few things before Haffner's can open. Haffner's needs to provide an Emergency Action Plan and Marcel Bernier needs to have a plan and the Chief needs to have a run card ready, but they are working on all those things.

Budget - he has requested a meeting with his Fire Wards. They have to sign off on his budget. He is hoping to get that done for next Wednesday.

Old Business

Review and discuss status of Adams Hill Water Tower project - choose an engineering firm to manage this process

The Board reviewed the written proposals from Wright & Pierce \$6,500, Underwood Engineering \$34,700 to \$42,300 and Woodard & Curran \$24,200 for administration of the Adams Hills Water Tower project.

The Board was concerned that the Wright & Pierce proposal only included (3) inspections and the Town does not have anyone who is experienced in this process to provide interim inspections. The Board agreed there were a few things on the Underwood Engineering proposal that they thought were important such as: having an inspection conducted prior to the end of the one year warranty period; making sure that at the close-out of the project we get a hard copy and electronic copy of the record of the job including materials used, warranty information, shop drawings and photographs. The troubling thing with Underwood's proposal is the range is quite a spread and it is the highest price.

Selectperson O'Keefe made a motion to award engineering to Woodard and Curran contingent upon the addition of the above listed items. Selectmen Blease seconded. Motion passed. Vote: 2 yes -1 no.

Review and discuss status of wetlands permit for Richardson Road project

Ask Chad from Fieldstone, to come in for the next meeting 9/29 at 5:30 pm

Review, discuss, approve and vote on supporting a CDBG application for GEVD water project

The Board reviewed the letter from GEVD requesting a vote on formally supporting the application for a CDBG application in the January 2011 round.

Selectperson O'Keefe made a motion to support GEVD's application, through the Town, for a Community Development Block Grant barring unforeseen circumstances. This application will be for the January 2011 round of grants and GEVD is to assume any cost of application preparation and administration. Selectman Blease seconded. Motion passed - Vote 3 - 0.

Review and discuss status of boulders on Old Mason Road

Selectperson O'Keefe thinks we should send Mr. Washburn a letter asking him to remove the boulders in accordance with RSA no later than October 21, 2010. Selectman Blease and Chairperson Bergeron agreed.

New Business

Review & discuss GEVD's written request to meet with the Board to discuss tax relief on Lot 104

The Board will discuss tax relief on this property when the members of Greenville Estates Village District (GEVD) and Greenville Estates Tenant's Cooperative (GETC) come in to meeting with them in October.

Review & discuss request to meet with two members of Greenville Estates Village District and two members of Greenville Estates Tenant's Cooperative to discuss the possibility of an agreement to help the Town collect past due taxes.

The Board asked the Town Administrator to check with GEVD and GETC to see if 10/13/10 at 6:30 p.m. will work.

Review, discuss, and approve Parking Policy for Town Hall (Chamberlin Street) lot

Chairperson Bergeron made a motion to adopt the town hall parking policy – there shall be no overnight parking; parking in said lot will be for employees, people having business in town hall or public hearings at the town hall; violator's vehicles will be towed at owner's expense. Effective date is October 11th. Selectman Blease – seconded. Motion passed – VOTE: 3-0.

Review and discuss acting Building Inspector's hours

The Acting Building Inspector, Jim Shultz, is working for the town of Henniker now and needs to revise his hours from Tuesday and Thursday from 10 – noon to Tuesday and Thursday from 2-4 pm.

Review and discuss process for review and revision of Personnel Policies

The Town Administrator has reviewed the Personnel Policies and made notes of recommended changes. In addition, she needs input from the Board on what they would like to see updated and/or revised.

Signature Folder

Review, approve and sign check manifests

The Board reviewed, approved and signed the check manifests.

Review, discuss and approve September 8, 2010 Board of Selectmen Meeting Minutes

The Board reviewed, approved and signed the September 8, 2010 Selectmen's Meeting minutes.

Review, discuss and approve September 8, 2010 Board of Selectmen Non Public Meeting Minutes

The Board reviewed, approved and signed the September 8, 2010 Selectmen's Non-Public Meeting minutes.

Review, discuss and sign water and sewer commitments for 2nd issue 2010

The Board reviewed and signed the 2nd issue 2010 water and sewer commitments

Review and approve various transfers

The Board reviewed the transfers. Chairperson Bergeron asked the Town Administrator to make sure that we bill Temple for their share of the lights, etc. for the new cruiser. The Board signed the transfers.

Review and approve abatements

Chairperson Bergeron made a motion to abate 1470.30 sewer and 816.75 water from the Town Hall water and sewer bill because the meter was misread, Selectperson O'Keefe seconded. Motion passed – Vote: 3-0.

Sign Disbursement for Clarifier Project

Selectperson O'Keefe made a motion to authorize Chairperson to sign disbursement request for the Clarifier project. Selectman Blease seconded. Motion passed: Vote 3-0.


Adjournment

Selectperson O'Keefe made a motion to adjourn at 8:01 p.m. Chairperson Bergeron seconded. Motion passed unanimously

Minutes prepared by: Kelley Collins/Town Administrator

Approved by:


Brenda Bergeron/Chairperson


Kelle O'Keefe/Selectperson


Scott Blease/Selectman