

**Town of Greenville
Board of Selectmen
Minutes – December 13, 2017**

Call to order at 6:00 p.m. Present: Chairperson Carla Mary, Selectmen Douglas Reardon and Scott Tenney, and Town Administrator Tara Sousa.

Meet with Steve Clifton of Underwood Engineers

The Selectmen met with Steve Clifton of Underwood Engineers to review the results of the Ferric pilot study and the river study. The pilot was proposed to stop using Epic, which contains aluminum, in an effort to meet the discharge permit limits. The pilot started in September and was completed around Thanksgiving, with dosing based on jar testing. Test results were positive, with aluminum under the permit limit, however copper was violated. Chairperson Mary asked about the testing requirements. Dave Brennan, of Utility Partners answered that our permit requires testing for aluminum and copper twice monthly, but with the pilot they were testing 4-5 times per month. Issues with maintaining proper ph during the pilot were also discussed. Mr. Clifton thanked Dave Brennan and his staff for their efforts to complete the pilot despite the challenges encountered.

Mr. Clifton stated that Underwood cannot recommend a wholesale change to Ferric with the increased copper test results and the ph issues. They recommend a second pilot in the spring using magnesium hydroxide to address the ph issues. Chairperson Mary discussed maintaining the anoxic zone to gain alkalinity. Reviewing the budget in anticipation of a second pilot, Underwood needs to know what the Town has spent in chemical costs/testing. In addition to the Ferric purchase, Utility Partners had provided a cost summary for reimbursement. The Town Administrator will provide those numbers to Tom Page at Underwood. Chairperson Mary questioned if the warrant article funding would lapse. The Town Administrator did not believe so, but she will confirm. Due to the second pilot, Mr. Clifton stated that Underwood is not recommending moving forward with the previously proposed chemical building at this time. Issues with the flow pacing also need to be investigated further.

Regarding the river study, Mr. Clifton presented a preliminary draft of the report prepared by Rick Cantu of Osprey Owl. Clean sampling techniques were used, as they have been shown to affect low metal analysis. The focus of the study was aluminum. The river was shown to not be impaired by aluminum in low flow times, which is supposed to be the basis for the EPA limits. During high flows, aluminum is washed in from the bogs. With the Town's discharge permit pending, Underwood will schedule a meeting with DES when the report is finalized. If the state issues the permit prior to that, the report can be used to answer an unfavorable limit. Chairperson Mary asked about copper. Mr. Clifton stated the report indicates no impairment. He also stated that the EPA may be increasing aluminum limits nationally. Selectman Reardon asked if the report would 'hold weight' with DES. Mr. Clifton answered that Mr. Cantu is known to DES, as he successfully advocated for changes to Manchester's permit limits, and that the data itself will carry weight.

Mr. Clifton confirmed that he is leaving with this meeting with the intent to create a budget for an additional pilot next spring. Chairperson Mary wanted to ensure the remaining budget also includes meeting with EPA/DES regarding the river study. The Selectmen instructed the Town Administrator to

code the pilot chemicals and testing costs to the operating budget, to ensure warrant article funds remain available. Mr. Clifton departed.

Meet with Dave Circle, Rob Lauricella, and Dave Brennan of Utility Partners

Dave Circle, Rob Lauricella, and Dave Brennan of Utility Partners met with the Selectmen to review the CPI increase, flow calculations, and repair expenditures, which as of November, have exceeded the level covered by the contract. Dave Brennan discussed the events which have resulted in these costs. Most recently pump issues and failed and/or missing surge protection at the pump stations. He has requested an adjustment of invoice which he feels is unreasonable. The Town Administrator suggested the Town could pay invoices directly within the existing budget rather than Utility Partners paying them and then billing the Town for the overage. The surge protection issue can be resolved with a \$125.00 part for each station, and the labor to wire them in.

Budgeting for 2018 and potential projects were discussed. Dave Brennan has had difficulty obtaining electrical contractors for work in the wastewater plant, but now has a quote to install/replace lighting there. The Town Administrator will obtain a cost estimate for a structural engineering review of the wastewater plant. The mixer in the Barrett Hill Water Tank still needs to be wired. Relocating electric components above ground at the Tank was also discussed. Replacement of the ceiling in the water treatment plant filter room was discussed. The Town Administrator stated that we have an old quote to essentially redo what is currently there, but she would like to investigate other options. She will work on getting quotes for comparison.

Dave Brennan discussed two 400gpm pumps he was able to obtain from another Utility Partners project as a back-up for the sewer pumps. As the replacement of the primary pumps will be done one at a time, these would need to be wired in for automatic operation in the event of primary pump failure. The Town Administrator noted that the sewer unanticipated expense line-item could cover that cost.

Dave Brennan discussed quotes received for tree removal at the wastewater plant, as substantial acorns and leaves are getting into the aeration tanks and causing issues. Chairperson Mary expressed concern that shoreline protection regulations may impact removal of trees from that area. Dave Brennan and the Town Administrator will look into that issue.

Old Business:

Status of 4 Happy Hollow Road

The Town Administrator provided the Selectmen a copy of the letter sent as a result of their last meeting, and reported that the certified mail was delivered on December 9th.

Revised Highway Budget

The Town Administrator reported that, due to winter plowing operations, she had been unable confirm the revised Highway Department budget with Tom Plourde. She will have it for the next meeting.

New Business:

Abatements

The Selectmen reviewed and signed a Timber Tax abatement for Marshall Buttrick, of 240 Adams Hill Road. The abatement was necessary due to an office error on the calculation worksheet.

The Selectmen reviewed an abatement request from William Torres, of 18 Granite Ave. The request indicated that an outside spigot was left running by children. The Town Administrator provided the Selectmen with the data log of the meter, which showed a continuous 'leak' over a three day span. Selectman Tenney expressed concern that there is no way to confirm the cause of the leak, as a non-stop toilet leak, for example, could create the same usage data. Chairperson Mary expressed that she supported the abatement, as the data could support the homeowner's explanation of the cause. Selectman Reardon felt owners are responsible for their property, and that abating without being able to confirm the cause would create a precedent which would require granting anyone who claims to have left a garden hose running the same abatement.

Motion by Selectman Reardon, 2nd by Selectman Tenney, to deny the abatement request of Mr. Torres (18 Granite Ave).

Motion carried with 2 in favor, 1 opposed.

Credit Card Web Services Agreement

The Selectmen reviewed the revised credit card Web Services Agreement with Heartland, which is a component of the online registration currently use through Interware. The Town Administrator explained that she, the Bookkeeper, the Town Clerk/Tax Collector and Deputies, and the Treasurer met with the Interware representative to discuss the implementation of credit/debit cards in the Clerk's office, and that she is confident a process can be implemented to successfully integrate acceptance of cards for Motor vehicle registrations only, at this time. Kathy Valliere (Town Clerk/Tax Collector) arrived. She stated that they would be implementing the lowest cost option for equipment in order to see how many residents utilize the service before making a larger investment. The Selectmen questioned the costs beyond the hardware. Users will be informed of, and have to accept that a fee of 2.79% will be charged, based on the registration cost. This fee will go directly to Heartland.

Motion by Chairperson Mary, 2nd by Selectman Tenney, to have the Town Administrator sign the Heartland Web Services Agreement.

Motion carried with 3 in favor, none opposed.

The Mrs. Valliere reported that collections are above normal percentages for this time, despite the increase and later mailing of the tax bills. The Selectmen reviewed the Tax Collector and Town Clerk Budgets. Increases are due to there being 3 elections scheduled next year. Chairperson Mary questioned if the deputy salary line needed to remain at the current level, as it will not be fully expended this year, and the Selectmen have asked that no salary increases be included in the 2018 budget. Mrs. Valliere explained that the extra amount needs to be available for additional hours should training of a new employee be necessary. Chairperson Mary suggested that \$200 be added to the retirement line, as that will be over-expended this year. The Selectmen agreed that the Town Administrator should adjust as needed as indicated by year-end actuals. Otherwise, there were no objections to the budgets presented.

Miscellaneous

The Selectmen reviewed the State Revolving Fund Loan Agreement for the completed water pump project. They authorized the Town Administrator to sign the agreement.

Signature Folder

The Selectmen -

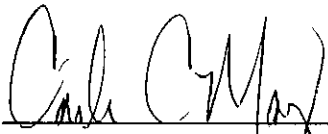
- Reviewed, discussed, and approved the November 29, 2017 minutes.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Land Use Change Tax Warrants for Map 2 Lot 1-2 and Map 2 Lot 1-3.

Motion by Chairperson Mary, 2nd by Selectman Tenney, to adjourn at 7:49 p.m.


Motion carried with 3 in favor, none opposed.

Submitted by: Tara Sousa/Town Administrator

Approved by:



Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Scott Tenney/Selectman