

**Town of Greenville
Board of Selectmen
Minutes – February 8, 2018**

Call to order at 5:30 p.m. Present: Chairperson Carla Mary, Selectmen Douglas Reardon and Scott Tenney, and Town Administrator Tara Sousa.

Old Business:

Finalized Warrant Articles & Budgets for Public Hearing

The Selectmen reviewed the handouts for the Public Hearing. The Town Administrator noted that Article 13 had been added to approve the contract renewal for the Temple-Greenville Police Department. Chairperson Mary questioned the need for a ballot vote on Article 13. The Town Administrator answered that she had used the exact same language as the last time the standard contract renewal was on the warrant. Chairperson Mary asked the Town Administrator to ensure the Clerk and Moderator were aware of the need for ballot votes prior to the Town Meeting. Selectman Reardon identified a typographical error in Article 10. Chairperson Mary suggested that the Board take different sections of the budget to review during the hearing.

Revised Selectman's Report for Town Report

The Selectmen reviewed a revised version of the Selectmen's Report, which included a reference to the collaborative effort to develop procedures for the acceptance of credit cards. The Selectmen approved the report as presented.

Meet with Tom Plourde re: NH DOT Crosswalk Recommendations

The Town Administrator explained that, due to the storm, the Road Agent had been out plowing the previous night, and was unable to attend the meeting. The Selectmen request Mr. Plourde attend their next meeting to review the DOT recommendation.

4 Happy Hollow

The Town Administrator relayed the recommendation of the Town Attorney that the Selectmen seek an injunction to address the failure of the owner of 4 Happy Hollow to come into compliance with the Trash and Dumpster By-law. It is Attorney Bedard's advice that this be done in advance of filing any daily fines. Selectman Tenney questioned the Attorney's reason for this recommendation. The Town Administrator was not certain, but believed it was an effort to strengthen the Town's position in levying the substantial fine. The Town Administrator explained that Attorney Bedard felt it was necessary for the Code Enforcement Officer to produce a detailed report with pictures documenting the current status of the property. Selectman Tenney answered, as Code Enforcement Officer, that he would work on producing that report this coming weekend. Attorney Bedard also wanted the Town Administrator to confirm that the Selectmen were not interested in pursuing this matter by having the Town perform or contract the clean-up. The Selectmen confirmed they did not wish to pursue this in that manner.

New Business:

Underwood Engineers Reports – Ferric Pilot, River Study

The Selectmen reviewed the finalized reports from Underwood Engineers regarding the ferric pilot and the river study. Chairperson Mary asked if she could take the pilot study document for closer review, and the Town Administrator answered yes, as we have additional hard copies in the office. Underwood recommends that they schedule a meeting with DES to review the findings, and want confirmation of who from the Town would attend such a meeting. Chairperson Mary indicated that she may attend, but would certainly want both Dave Brennan and the Town Administrator in attendance. She recommended that we attempt to schedule the meeting here in Greenville.

Water Department Notice of Violation

The Town Administrator informed the Selectmen that we had received a Notice of Violation from NHDES for failure to sample our raw water's total organic carbon. Selectman Reardon questioned how this will reflect on the Town and the System. The Town Administrator explained that, although the finished water samples were taken and met requirements, the violation did require notice to users and would appear on our Consumer Confidence Report. Chairperson Mary expressed that our water quality water was not impaired, but she wants assurance that steps are being taken to ensure an error like this will not occur again. The Selectmen expressed that Dave Brennan or Rob Lauricella should have been at this meeting to answer for this. The Town Administrator expressed her apologies that she had not invited them, due to the full agenda and Public Hearing. She expressed that Utility Partners had been highly responsive and had gotten the required notice out within a week of the violation notice. The Town Administrator informed the Board that Dave Brennan will be out for a week in March for eye surgery. The Selectmen asked the Town Administrator to obtain a written response from Utility Partners regarding the steps being taken to ensure proper sampling going forward, and confirmation that there will be on-site coverage for Dave Brennan's absence.

ISO Rating

The Selectmen reviewed a letter certifying the Town's ISO rating for Fire Protection. The Town Administrator noted, as referenced in the letter, that Ed White had been instrumental in providing the necessary documentation to have our existing rating renewed.

Fairpoint Right to Know Request

The Town Administrator informed the Selectmen that we were in receipt of a right to know request from Fairpoint. The request seeks information pertaining to the calculation of their utility assessments. With guidance from the Town Attorney, the Town Administrator had provided the tax card and some potentially relevant communications between the Town and Avitar, as well as the contact information for Avitar, who would be in possession of any work papers.

Code Enforcement Order to Vacate

The Town Administrator discussed a recent Animal Control complaint, which due to the details of the situation, was also referred to the Code Enforcement Officer. Selectman Tenney (in his capacity as CEO) explained that a shed, which did not have proper electrical or sanitary facilities, was being rented as a dwelling unit. He issued an order to vacate on January 31, 2018. The Town Administrator confirmed that the affected tenant was able to find alternate housing.

Health Inspector Appointment

The Town Administrator informed the Selectmen that the three year appointment of the Health Officer and Deputy Health Officer will expire in March. The Selectmen reviewed a letter of interest submitted via email by Kelle O'Keefe. Chairperson Mary recused herself from any discussion regarding Ms. O'Keefe as a candidate, but did express her feeling that the Health Officer needs to take a proactive role in addressing issues like town ordinance violations and apartments which don't meet code. Selectman Tenney discussed the need to include the Health Officer in inspections which he (as Code Enforcement Officer) and Ed White (as Fire Inspector) have discussed instituting, either by developing procedures based on their statutory authority, or through the enactment of a new ordinance. The Selectmen discussed that the 2018 budget has not accounted for a change in responsibilities, but this may need to be considered in next year's budget. The Town Administrator asked if the Selectmen wanted her to contact Brenda Bergeron, the current Health Officer, to discuss the potential changes to the position and determine if she had an interest in being re-appointed. Selectman Reardon agreed that Mrs. Bergeron should be contacted, but that the position should be posted to allow other applicants. The rest of the Board agreed. Selectman Tenney discussed that the Town may also want to consider becoming a self-inspecting town for septic, as we currently rely on the state minimum standards.

Miscellaneous

The Town Administrator asked if the Selectmen wanted Attorney Bedard to attend Town Meeting. Chairperson Mary answered yes. Selectmen Reardon questioned if his attendance was needed. Chairperson Mary answered that they have had him there in the past in case there are amendments proposed from the floor. The Selectmen agreed to have Attorney Bedard attend Town Meeting.

The Town Administrator notified the Selectmen of a major water leak which occurred at the Mill building on the corner of Mill and Chamberlin. The leak was due to a frozen sprinkler line, as was also the case the previous year at the same location. Because the customer only has flat rate service for sprinklers, the water is not metered. The Town Administrator relayed that she had discussed with Attorney Bedard the possibility of adopting some mechanism in our water regulations for recouping losses due to negligent property maintenance. She will create draft language for review at a future meeting.

The Town Administrator reported that her office had successfully balanced the year-end with the Tax Collector for property tax, but was still trying to resolve sewer and water differences.

The Town Administrator discussed the Town attorney's response to a developer seeking clarity about the status of Blanch Farm Road. Attorney Bedard indicated in his response that Blanch Farm Road is a class VI road which the town is not obligated to maintain, but that the first hundred yards is being treated by the Road Agent as class V. After discussion, the Selectmen agreed upon the following statement: As the Greenville Road Agent considers the first section of Blanch Farm Road, from Route 31 to the bend (approximately 100 yards), to be a class V town maintained road, the sitting Selectboard has no intent to discontinue maintenance of that segment of Blanch Farm Road. Further, per the approved site plan for Greenville Recycling, the Selectmen intend to accept the additional section of Blanch Farm Road, from said bend to the Greenville Recycling gate, upon satisfactory completion of the road improvements.

The Town Administrator confirmed the Selectmen did not intend to meet the following week, but would then return to their regular meeting schedule of the 2nd and 4th Wednesdays, with their next meeting being February 28, 2018.

Chairperson Mary discussed the recent Joint Police Board meeting. Gail Cromwell, of Temple, had proposed contract changes including documenting that the chairmanship rotates yearly between the two towns, and language which would not allow for substitution of an absent member by another selectman. Chairperson Mary and Selectman Reardon had disagreed with these changes in principle and also because the contract changes had been voted and approved at a previous meeting.

Signature Folder

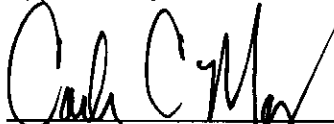
The Selectmen

- Reviewed, discussed, and approved the January 24, 2018 minutes.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved a Purchase Order for the Highway Department: Truck Repair.
- Reviewed, discussed, and approved a Raffle Permit for Sacred Heart.

Motion by Chairperson Mary, 2nd by Selectman Tenney, to adjourn at 6:43 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