

**Town of Greenville
Board of Selectmen
Minutes – November 14, 2018**

Call to order in the Town Hall Meeting Room, 46 Main Street, Greenville at 6:00 p.m. Present: Chairperson Carla Mary, Selectwomen Margaret Bickford, and Town Administrator Tara Sousa.

Old Business:

Wilton Recycling Contract

The Selectmen met with Paul Branscome, Town Administrator for Wilton, NH, who presented the final version of the Intermunicipal Agreement for Recycling Services. The Agreement had been executed by three of the 5 member-town's selectmen. The (Greenville) Town Administrator noted that the meeting packet included a list of the minor wording changes incorporated in the presented version. The Selectmen executed the agreement. Mr. Branscome provided data regarding the volume and proportion of recycling center stickers issued to residents of the member towns.

Meet with Fire Chief, Assistance Chief, Fire Ward: Fire, Forrest Fire Budgets

The Selectmen reviewed the presented Fire Department budget. Fire Chief Charles Buttrick noted that the only proposed increases were in the utility line-item, based on current year usage/cost, and a \$1,000 increase in salaries, as the membership in the department has increased. Chairperson Mary questioned the requests for static funding levels in many line-items that appear underspent in the current fiscal year. She suggested reducing EMS training by half and reducing fire training as well. Chief Buttrick concurred that EMS participation has reduced. He expressed concerns with any substantial cut to fire training, as there are many new members of the department which will require training. The Town Administrator noted that there is a training scheduled in December which will be expended from this year's budget. It was agreed that the line-item could be reduced \$1,000. Chairperson Mary questioned what is encompassed in "fire medical". Fire Ward Ed White answered that it covers physicals as well as available procedures like flu shots. A \$1,000 reduction was suggested and agreed upon. Chief Buttrick discussed the need for a \$15,000 warrant article to finalize the conversion to high band communications, including pagers and handheld radios. Chairperson Mary encouraged the Chief to utilize available 2018 funds to purchase needed equipment in an effort to reduce the total needed as a warrant article next year. The Town Administrator noted that the warrant article amount will not need to be finalized until February, as we approach the public hearing.

The Selectmen reviewed the Forrest Fire Budget. Though the budget was well under expended this fiscal year, it was discussed that the funding needs to be available. Peter Vaillancourt discussed the progress on the forestry vehicle, and the need for additional funding to complete the conversion, as discussed last year. The Town Administrator noted that the current year funds were drawn from the Fire Equipment Expendable Trust, as approved by the Fire Wards and Selectmen, and that a purchase order for the second phase of the project should be submitted.

Meet with Ed White: Planning Board, Emergency Management Budgets

The Selectmen reviewed the Planning and Zoning Budget. The Town Administrator noted that she submitted the Zoning budget, as she is serving as that Board's Secretary. Selectwoman Bickford

questioned what the zoning budget is spent on. The Town Administrator answered that the bulk of their budget is spent on the Town Attorney's attendance at hearings to assist the ZBA in their quasi-judicial role. She noted the 2019 budget may need to be increased, as there are already 2 potential cases being referred from the Planning Board. Ed White discussed that the budget presented is level funded. He noted that the Planning Board has seen an increase in the number of matters brought before them, such as plan reviews, and he expects that trend to continue. There were no objections to the presented budget.

The Selectmen reviewed the presented budget for Emergency Management. Mr. White had provided a breakdown of the single line item. Chairperson Mary asked if Emergency Management had been activated this year. Mr. White answered that they had partially activated for the spring rain event that impacted a Mill Street culvert. Selectwoman Bickford asked about the training available for emergency management. Mr. White answered that there are different levels of certification through the State, and both he and his deputy, Helen Burke, have participated in training. Chairperson Mary thanked and praised Mr. White and Ms. Burke's for their work.

The Selectmen reviewed the Building Inspector's submitted budget. The purpose for continuing to keep the Building Inspector Assistant line-item active with \$1.00 was discussed, and consensus was reached that it should remain for potential future need. Selectwoman Bickford questioned if the supply line-item could be reduced to \$1,000. The Town Administrator noted her awareness that code books are expensive. She will check if Scott Tenney has any concerns with the proposed reduction.

2019 Budgets: Executive, Debt Service

The Selectmen reviewed the Executive budget, which reflected a small reduction of under \$500. The Town Administrator noted increases in full-time salaries, and reductions in the part-time Office Clerk, dues and conventions, and office machines. She explained that the annual website/email hosting cost are being shifted to the web page line-item, as the final payment of the contract for building the site was made in 2018. The Selectmen asked if a counter could be added to the website to track views. The Town Administrator believed our support for the website can facilitate that addition. Selectwoman Bickford questioned if the budget reflected an increase in Selectmen's salaries. The Town Administrator stated it did not, and that the YTD actual was less because the final quarterly stipend had yet to be paid. There were no changes to the proposed budget.

The Selectmen reviewed the Debt Service budget. Chairperson Mary questioned the source of the increase over the prior year budget. The Town Administrator explained that the bond payment for the new loader is in this budget, as well as an increased principle payment for one of the refinanced bonds which will be paid in full in 2020.

Conservation Commission's Letter Re: Eversource Property

The Selectmen reviewed a letter from Marshall Buttrick requesting authorization for the Conservation Commission to speak with Eversource's representative regarding a property, Map 3 Lot 1-3, that the company has expressed an interest in selling. The Selectmen discussed that they had previously expressed their willingness to have the Commission communicate with Eversource for this purpose.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to authorize the Conservation Commission to enter conversation with Eversource regarding Map 3 Lot 1-3.
Motion carried with 2 in favor, none opposed.

Public Comment

Chairperson Mary invited those in attendance to share public comment, noting the Board's awareness that many residents were in attendance due to the town-wide revaluation and tax rate setting. Michael Sadowski discussed his analysis that most of Livingston Road saw an increase in assessed value of 25-30%. He expressed concern for those on fixed incomes being able to afford the increase. He expressed that voting yes at Town Meeting means an increase in taxes, and encourage people to vote against warrant articles. Chairperson Mary asked that people consider the merit of requested warrant articles, as new spending is sometimes necessary to make improvements/progress. Deb Spratt questioned the assessment of multi-family properties, as many saw a reduction in tax bills. The Selectmen and Town Administrator discussed the assessing method and sales data that caused the changes to assessed values. John Fanelli commented that both his residential property and commercial property on Route 31 increased. Sharon Silvia expressed that they will be unable to sell their property at the assessed value because of the \$7,000 tax bill. She noted that they do not have the same services on Route 31 that downtown properties have. Butch Lizotte expressed that multi-family properties should be valued the same as single family properties. It was explained that all properties are assessed at their market value. A gentleman questioned if anyone had discussed with the Department of Revenue that market value assessment "doesn't work for Greenville." Mrs. Spratt questioned the accuracy of the assessing work, as her property had been assessed for new windows, but they had only replaced half of them. A gentleman commented on the use of funds in prior years. Chairperson Mary explained that fund balance had been used multiple years in a row to reduce the tax rate, returning unspent monies to the taxpayers. Mr. Fanelli asked about the cost of the Assessing work. The Town Administrator answered that the revaluation year cost was in excess of \$50,000. Rose Thibeau questioned the fairness of assessment of large commercial properties. She expressed concern about the payment in lieu of taxes paid by Greenville Falls. The Town Administrator answered that the amount being charged to Greenville Falls is in accordance with a State statute.

Thomas Casson addressed the Selectmen regarding a tree at the edge of his property that he believes to be a hazard, as limbs have fallen and damaged a parked vehicle. He Believes the tree is a threat to power lines, but has been unable to get any answer or action from Eversource. Chairperson Mary stated that because a decision had previously been made by the full Board regarding this matter, she did not wish to revisit it in the absence of a Selectman. She assured Mr. Casson that they would seek further information and reconsider at a future meeting.

Mrs. Spratt asked that the Selectmen provide the anticipated tax impact on any warrant articles presented at Town Meeting. The need for assessors to gain access to multi family properties to confirm number of units, condition, etc. was expressed by attendees. Chairperson Mary thank everyone for their comments.

Old Business

Avitar Assessing Contract

The Selectmen tabled action on the proposed assessing contract from Avitar, as well as the DRA Equalization Certificate and NNETC appeal until Mark Stetson of Avitar was available for questions.

Ti-Sales Contracts

The Town Administrator reported that upon contacting Ti-Sales, she was not recommending continuance of either the software maintenance or handheld maintenance contract.

New Business

Certified Computer Solutions Maintenance Contract

The Selectmen reviewed the 2019 Certified Computer Solutions maintenance contract. The pricing was the same as the 2018 contract.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to authorize the Town Administrator to sign the 2019 Certified Computer Solutions maintenance contract.

Motion carried with 2 in favor, none opposed.

Underwood ESR 25 – Technical Assistance

The Selectmen reviewed Underwood Engineers engineering services request (ESR) 25, which provides for technical assistance in the amount of \$7,300.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to authorize the Town Administrator to sign Underwood Engineer's ESR 25.

Motion carried with 2 in favor, none opposed.

Signature Folder

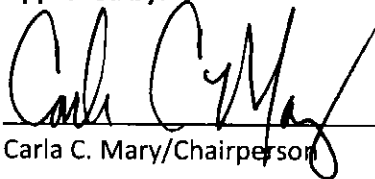
- Reviewed, discussed, and approved the minutes of the October 24, 2018 and October 30, 2018 meetings.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved a Pole License for Eversource.
- Reviewed, discussed, and approved Payment in Lieu of Taxes for Rural Housing for the Elderly.
- Reviewed, discussed, and approved Purchase Orders: Fire Dept. – Bergeron Protective, Safeware, and W.D. Perkins (2).
- Reviewed, discussed, and approved a Veteran's Exemption: Thompson, Map 6 Lot 32.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to adjourn the meeting at 7:47 p.m.

Motion carried with 2 in favor, none opposed.

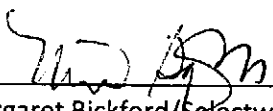
Submitted by: Tara Sousa/Town Administrator

Approved by:

A handwritten signature in black ink, appearing to read 'Carla C. Mary', is written over a horizontal line.

Carla C. Mary/Chairperson

Douglas A. Reardon/Selectman



Margaret Bickford/Selectwoman