

**Town of Greenville
Board of Selectmen
Minutes – January 9, 2019**

Call to order in the Town Hall Meeting Room, 46 Main Street, Greenville at 3:30 p.m. Present: Chairperson Carla Mary, Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

Meet with Grace Levergood Re: DES Instream Flow Program

The Selectmen met with Grace Levergood, Wayne Ives, Jim Gallagher, and Corey Clark, of NH DES, to discuss an in-stream flow program proposal, which would allow releases from the Tobey Reservoir to support the Souhegan River during low-flow conditions. Jim Gallagher, Dam Bureau Administrator, discussed the early consideration of impounding 2 additional feet in the reservoir. Due to concerns about encroachment on the flood control area and potential water quality impacts, that plan was abandoned in favor of drawing the existing water level down a maximum of 2 feet. Chairperson Mary expressed concerns about impacting the Town's water supply, questioning if the mill pond could be a viable alternative. Mr. Gallagher answered that there is not enough area/capacity to achieve the program goal.

Grace Levergood presented the proposed conceptual plan and engineering design. Chairperson Mary discussed her concerns that the State could/would impose mandatory water bans. The DES representatives expressed that they had no expectation of water bans, other than the current voluntary recommendations. Grace Levergood discussed design considerations, including total volume, historic usage, and the depth of the intake. Selectman Reardon asked the age of the reservoir and why this proposal is being brought now. It was believed that the reservoir dated to the 1960s. Wayne Ives discussed that the proposal would allow for relief pulses which would mitigate the ecological stresses of low flow conditions, with the goal of maintaining populations of fish and other wildlife.

Chairperson Mary discussed wanting to have Underwood Engineers review the proposal and the data to protect the Town's interests. She questioned if impounding 1 additional foot, resulting in a net maximum 1-foot level reduction, could be a viable compromise. DES representatives expressed willingness to explore that option. The need to use historic drought data was discussed, and Chairperson Mary believed that Utility Partners could have detailed data from 2016. She questioned if the Town would be forced to accept this proposal. Jim Gallagher answered that the Town would not be forced, and that the purpose of their visit was to work with the Town for an agreeable solution. Wayne Ives answered that the goal would still exist to develop the needed relief pulses.

Wayne Ives discussed the implementation of a similar model on the Lamprey River. Selectmen Reardon questioned impacts seen on the affected lake. It was noted that the affected water body has recreational use only. Chairperson Mary asked if any other public water supplies are being used in this way, and it was answered that this would be the first.

Plant design capacity versus actual usage was discussed. The Town Administrator noted that there are several projects before the Planning Board which could substantially increase demand on the system.

She requested any documents with details of the design and planned releases, as well as the underlying data used to support that the reservoir could accommodate the program without risking its primary purpose, so that they could be forwarded to Underwood for review. It was also discussed that we would receive advance notice of any drawdowns. The DES representatives thanked the Board for the opportunity to discuss this proposal in person, and the Selectmen expressed their thanks as well.

Meet with Randy Suozzo of DES Re: Water Plant Visit

Randy Suozzo, of the NH DES Drinking Water Bureau, met with the Selectmen to discuss his visit to the water plant earlier that day. He noted that he had performed the sanitary survey there in 2017, but was prompted to return due to recent newspaper articles. He asked for a description of the events which led to the concerns reported in the media. Chairperson Mary discussed the quote Dave Brennan had brought to have divers in to clean the sed basin and investigate an issue with the sludge collection system, as well as to clean sludge out of the chlorine contact chamber, which prompted her to schedule a visit to the plant. She and Selectwoman Bickford discussed the conditions at the plant on that day, including feet of sludge in the sed basin, overflow of medium-size flock into the filters, and the identification of the air-bound sludge collection hose. The Board discussed Utility Partners' response and reported resolution, though the Selectmen had not returned to the plant since mid-December, as well as jar test results that indicated overdosing of alum.

Mr. Suozzo discussed that, in his previous sanitary survey, he had recommended increasing the chemical dosage to attempt to get the Total Organic Carbon below 2.0 in order to return to quarterly sampling. Chairperson Mary discussed that jar test should always be performed to determine proper dosing. The jar test results during this issue indicated a 25% overdose. Based upon his visit today and prior visits, Mr. Suozzo expressed that he was not concerned now, nor previously, about the condition or operation of the plant, though the described event was concerning. Chairperson Mary discussed that she had purposefully kept her distance from both plants, so as not to be perceived as micro-managing Utility Partners, and that she did not want to find the issues that she did. The Board expressed that the incident has impacted the faith and trust they had in Utility Partners as the Town's contract operators.

Mr. Suozzo expressed that the plant has a good history, with good water quality results, including lead and disinfection by-product. Chairperson Mary discussed the potential financial impact of this event, if the filters needed to be acid washed ahead of the anticipated cycle, which she believed was 8 years. Per Utility Partners, this was last done in 2016. Mr. Suozzo discussed that Utility Partners staff had reported that the lagoons are near full. The Selectmen and the Town Administrator discussed that funds had been allocated for lagoon dredging, but that Dave Brennan had been unable to get quotes or commitments from contractors in 2017, and wet summer conditions in 2018 again delayed the completion of this project. Mr. Suozzo noted that asset management was a requirement of the recent water pump funding, and recommended the Town considering seeking grant funding for developing a comprehensive asset management plan. The Town Administrator discussed that many large projects and capital equipment are part of a CIP, as well as their useful life being tracked as part of our capital asset reporting.

Mr. Suozzo discussed that the plant was shut down today during his visit, as Utility Partners' staff was cleaning and filling the second sed basin, so he was unable to see the operation of the sed basins, filters, etc. Selectwoman Bickford asked about the scope of the sanitary survey, and Mr. Suozzo answered that

water quality data is reviewed along with inspection of the plant inside and out and the various treatment processes. Mr. Suozzo expressed his impression that Utility Partners is properly responding to address the identified issues. He reported that the Town would not be scheduled for another sanitary survey until 2020, but that he was willing to return this summer to check in on the plant. The Selectmen agreed that they would appreciate such a visit, and would ask that it be unannounced. Selectwoman Bickford asked if it is typical for towns to contract independent third-party assessment of their water/wastewater contractors. Mr. Suozzo replied that it was not typical. He expressed that he would not recommend the expense of a third-party review at the water plant this time, as Utility Partner's has "got a handle" on things now. He could not provide an opinion on the wastewater plant, but indicated a similar visit could be requested of that division of DES. Mr. Suozzo thanked the Board for their time, and encouraged them to contact him and other DES staff whenever needed. The Selectmen thanked Mr. Suozzo.

Old Business:

Tree on Livingston Road

The Selectmen reviewed the additional requested quote, obtained from Andrew Grant's Tree Service, which offered a price of \$600 for the cutting down of the tree with no clean-up or removal. The Town Administrator reported that she had yet to receive confirmation whether the previous quote of \$850 by Wally's was for take-down of the tree only with no clean-up, as intended.

Motion by Selectman Reardon, 2nd by Chairperson Mary, to accept the quote of \$600 by Andrew Grant's Tree Service for the removal of the tree on Livingston Road.

Motion carried with 3 in favor, none opposed.

Underwood ESR

The Selectmen reviewed the proposed Underwood ESR, which was revised to include a comprehensive review of the wastewater plant and specific items of concern to be reviewed at the water plant, with an increased cost of \$10,000. The Town Administrator reported that she had forwarded the ESR to Utility Partners, but that it had only been received from Underwood one day prior, so there had been little time for them to respond. She reminded the Selectmen that Rob Lauricella and Jefferson Tolman (of Utility Partners) had committed to attending the next Selectmen's meeting. The Selectmen expressed their preference that our Water/Wastewater Superintendent not attend that meeting. The Selectmen discussed having someone from DES inspect the wastewater facility if Utility Partners did not agree to cover the costs associated with Underwood's third-party review, and directed the Town Administrator to contact DES in that event.

The Selectmen reviewed an estimate from Paul Roux of Woodard and Curran, should the Selectmen seek an alternate contract provider, which reflected a 19.5% increase over current contract costs. The Town Administrator had calculated the resultant rate increases at roughly \$3.03 for sewer, and \$0.92 for water. The Selectmen agreed that the cost was more than the community could bear. The Town Administrator reported that she had been contacted by Suez, the company which provides contract operations for Jaffrey, regarding interest in providing a quote. Chairperson Mary expressed interest in pursuing another quote. After discussion, it was the majority decision of the Board not to pursue an additional quote at this time.

Emergency Management Warrant Article

The Selectmen reviewed two quotes obtained by Emergency Management Director Ed White for the cost to install a 22kw generator at the Highway Garage, with Barros at \$10,400 and Souhegan Generator at \$8,042.65 (without gas line installation). The Town Administrator reported that she had shared the Board's previously expressed concerns about the scope and cost of the proposal with Mr. White. He expressed to her concerns about getting service during an emergency if the unit were installed using various contractors. He also relayed that grant funding under emergency management would require multiple town officials to pursue a FEMA certification. The capacity needed was questioned, as Chairperson Mary relayed that Tom Plourde had expressed that back-up power would only need to provide for heat, lights, and hand tools. The Selectmen agreed that Ed White and Tom Plourde should attend the next meeting so the warrant article that is proposed to the voters can be fully supported by all parties.

New Business:**Winter Maintenance Complaints**

The Town Administrator notified the Selectmen that there was a concern expressed by the Fire Chief about the response time of the Highway Department to an icy area that was the scene of an accident. In speaking with the Road Agent, she believed there was a communication issue which should be avoidable in the future. There was also a resident complaint regarding clearing of the library walkway. The Town Administrator noted that the Highway Department is temporarily short-staffed.

Preliminary GF Budget

The Selectmen reviewed the preliminary 2019 General Fund Budget, with a requested appropriation of \$2,152,151, which is an increase of \$10,261 over the 2018 budget. The Town Administrator noted that some line-items may still need to be revised.

Preliminary Water Budget

The Selectmen reviewed the preliminary 2019 Water Budget, with a requested appropriation of \$283,194, an increase of \$5,995 over the 2018 budget. Contract Operations increases per the Utility Partners contract were the bulk of the increase, with other increases to salary related items and unanticipated expenses. Chairperson Mary recommended that the Water Legal line-item could be reduced from \$3,000 to \$2,000. The Selectmen agreed to the change, which reduced the budget request to \$282,194. The Town Administrator confirmed with the Selectmen that she was authorized to sign the annual maintenance contract with Electrical Installations Inc.

FYI – Re: Fireworks Vendor

The Selectmen reviewed an email from Gene Raynor of Pyrotechnico, which indicated the vendor would be unable to commit to providing fireworks on July 3 this year, due to staffing limitations. The Town Administrator reported that she had identified several companies which she would seek quotes from.

Proclamation Request

The Selectmen reviewed a proclamation request from National School Choice Week. The Selectmen agreed they did not wish to issue the proclamation.

Miscellaneous

The Town Administrator notified the Selectmen that the Treasurer, Elisa Fitzgerald, had informed her she did not intend to run for the position this year. The Town Administrator discussed the expectations and compensation. She asked if the Selectmen wanted to consider a warrant article which would make the Treasurer's position and appointed one. Chairperson Mary and Selectmen Reardon discussed the opposition voiced at Town Meeting several years ago when the same article failed to pass. Selectwoman Bickford asked if a job description could be developed to ensure a qualified candidate. The Town Administrator explained that any resident who is registered to vote and does not hold another conflicting position can run for Treasurer.

Signature Folder

The Selectmen:

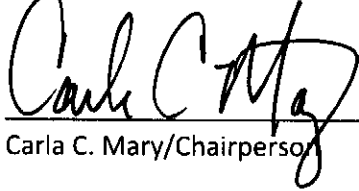
- Reviewed, discussed, and approved the minutes of the December 26, 2018 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved an abatement: Billing Error – Anderson, Map 5, Lot 116-A.
- Reviewed, discussed, and approved a Purchase Order: Fire Dept – Safeware.
- Reviewed, discussed, and approved Trust Fund Requests.
- Reviewed, discussed, and approved a Pole License: PSNH.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn at 5:26 p.m.

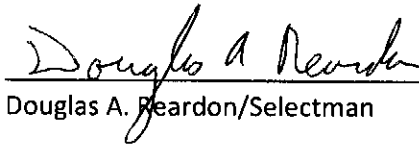
Motion carried with 3 in favor, none opposed.

Submitted by: Tara Sousa/Town Administrator

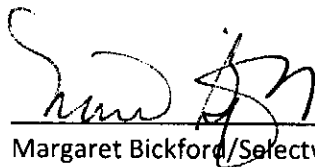
Approved by:



Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Margaret Bickford/Selectwoman