

**Town of Greenville
Board of Selectmen
Minutes – January 23, 2019**

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

Old Business:

Emergency Management Warrant Article – Meet with Ed White and Tom Plourde

The Selectmen met with Emergency Management Director Ed White and Road Agent Tom Plourde to discuss the proposed generator warrant article as it relates to the needs of the Highway Department. Chairperson Mary asked if the option of connecting into the Wastewater Plant generator was explored. Mr. White explained that he did not pursue that avenue due to the size of the generator both companies providing quotes recommended. The power needs of the Highway Department were discussed. Mr. Plourde suggested that a portable generator would meet the department's minimum needs for now. Mr. White expressed that the highway equipment will be working hardest during the worst storms, feeling that full use of the repair equipment was important. He did not agree with expending a lesser amount for a temporary solution. Selectman Reardon voiced agreement. Chairperson Mary expressed that her only concerns had been to verify the need in order to limit the tax impact. The Selectmen agree to put forward the recommended article. Mr. White will seek a quote for the propane piping needed to finalize the total amount needed.

Selectwoman Bickford arrived at 6:10 p.m.

Meet with Rob Lauricella and Jefferson Tolman of Utility Partners

The Selectmen met with Rob Lauricella and Jefferson Tolman of Utility Partners to receive an update on the water and wastewater plants and discuss the tabled Underwood ESR for a comprehensive review of the facilities. Mr. Lauricella reported that both plants are running very well, reviewing the recent work completed and detailed in a written update he provided. He noted Randy Suozo's (of DES) opinion that the review by Underwood was unnecessary at this time, at least at the water plant, based on Mr. Suozo's inspection of that facility. He discussed the jar testing of a rare earth chemical treatment completed earlier in the day, which showed promising results in terms of settling, which was attended by a gentleman from DES. The chemical dose is lower than the current ferric, but is costlier per pound, so an analysis will be needed to determine cost-effectiveness. The Town Administrator discussed her recent meeting with Steve Clifton of Underwood and Dave Brennan, the apparent use of those chemicals above the pilot study dosages, and the resultant increased annual budget required to continue the use of ferric and magnesium hydroxide. Mr. Lauricella reported that they had provided Mr. Clifton with the data needed to verify the current dosing.

The Selectmen reviewed additional reports, including jar testing, monthly DES submissions, and the annual reports for both plants. The Board expressed their expectation for continued management oversight. Mr. Lauricella discussed his review of weekly sampling operations. He and Mr. Tolman agreed that either themselves or DJ Ulrich would continue, at minimum, monthly on-site visits/inspections. Chairperson Mary asked about the logs maintained at the plants, which she would like to see, and

whether the computerized maintenance program is still in place. Mr. Lauricella replied he would provide any data/logs the Board wanted, and that the maintenance program was still in use. Chairperson Mary discussed the turbidity meters, indicating that the former set-up included meters for each filter, a combined meter, and one on the sed basin overflow. Regarding the proposed ESR, Chairperson Mary expressed that it was not the right tool at this time, but that the Board may want to consider it for the future. There was no objection to tabling indefinitely at this time. Mr. Lauricella discussed the that a DES representative was impressed that the plant staff had been able to get rid of nicardia foam at the WWTP. The Selectmen expressed that they wanted Mr. Lauricella and/or Mr. Tolman to continue appearing monthly at Selectmen's meetings to provide operational updates. They agreed to continue appearing at the meetings each fourth Wednesday of the month.

EPA Response Letter

The Selectmen reviewed a draft response from Steve Clifton of Underwood to the EPA letter regarding the pilot study and administrative order action plan. Mr. Clifton requested clarification of the Town's position on getting the plant water system operational. Chairperson Mary discussed the substantial cost, and the unknowns due to that system being non-operational since before her management of the facility. Due to the cost and limited perceived benefit, the Selectmen preferred to remove the rehabilitation of the plant water system from the list of pilot study recommendations.

Deed List

The Selectmen reviewed a deed list from the Tax Collector, which had notations of past due taxes which had been resolved and impending payments from mortgage holders. The Town Administrator explained that the Tax Collector was still balancing 2018 accounts with the Bookkeeper, so the 2019 payments could not be entered in the system. There were also notations by the tax collector of amounts which needed to be abated. The Selectmen requested that the Tax Collector provide a clean finalized deed list and documentation for any needed abatements for their next meeting.

Final GF Budget

The Selectmen reviewed the anticipated finalized General Fund Budget. The Town Administrator noted small changes, such as one day's salary accrual in the Exec TA budget and adjustment of the GGB Custodian line-item for additional hours. The proposed GF budget was \$2,169,117, which was \$27,227 over the 2018 budget. Chairperson Mary requested that the Town Administrator determine the total cost of the 3% salary increase. The Selectmen also wanted to provide tax payers with the estimated tax impact for the General Fund Budget and any monetary warrant articles. The Town Administrator will draft a handout for the Public Hearing.

Preliminary Sewer Budget

The Selectmen reviewed the preliminary 2019 sewer budget. The Town Administrator noted that she was still waiting for confirmation of the anticipated chemical costs, after having met with Dave Brennan and Steve Clifton. There were no changes at this time. The Selectmen agreed to meet Wednesday, February 6th at 2:00 p.m. to review all documents for the February 13th Public Hearing.

Selectmen's Report for Town Meeting

The Selectmen reviewed the draft of the Selectmen's Report for the Town Report. There were no changes.

Letter from Avitar Re: Mailings for Data Verification

The Selectmen reviewed a letter from Avitar which indicated they would be sending letters to property owners whose properties would be part of the annual data verification process, due to complaints and law enforcement issues with these previously unannounced visits. This will give property owners an opportunity to opt-out. The letters will result in an additional charge to the Town. There were no objections voiced.

Entity Administrator for SAM Registration

The Town Administrator explained that a motion was needed to designate an Entity Administrator for the annual renewal of our SAM registration with the federal government.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to designate Town Administrator Tara Sousa as the Entity Administrator for SAM registration.

Motion carried with 3 in favor, none opposed.

Eversource Counsel Engagement

The Selectmen reviewed the engagement letter for Donohue, Tucker & Ciandella to serve as Co-counsel for the Eversource abatement appeal approved at a previous meeting. The Selectmen tabled the matter to allow additional time to review the document, as the Town Administrator reported it had just arrived the day prior.

Salvation Army Re: Human Services Secretary

The Town Administrator reported that she had been contacted by the Salvation Army, due to her position as Welfare Director, with a request to serve as their local Human Services Secretary for the 4 - town region of Greenville, New Ipswich, Mason, and Temple. Due to the religious nature of the organization's mission, she felt it was not appropriate for her to serve in that capacity while performing her duties for the Town, but wanted to make sure that the Selectmen did not have any objections to her accepting the appointment on her own time. There were no objections.

Signature Folder

The Selectmen:

- Reviewed, discussed, and approved the minutes of the January 9, 2019 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed and approved a Tax Payment Arrangement.
- Reviewed, discussed, and approved as Purchase Order: Highway Dept – Granite State Minerals.
- Reviewed, discussed, and approved an Intent to Cut: Greenville Recycling Map 1-44-2.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to adjourn at 7:35 p.m.

Motion carried with 3 in favor, none opposed.

Submitted by: Tara Sousa/Town Administrator

Approved by:

A handwritten signature in cursive script, appearing to read 'Carla C. Mary', written over a horizontal line.

Carla C. Mary/Chairperson

A handwritten signature in cursive script, appearing to read 'Douglas A. Reardon', written over a horizontal line.

Douglas A. Reardon/Selectman

A handwritten signature in cursive script, appearing to read 'Margaret Bickford', written over a horizontal line.

Margaret Bickford/Selectwoman