

**TOWN OF GREENVILLE, NH  
SELECTMEN'S MEETING  
December 8, 2010  
Minutes**

**4:00 p.m. Open Meeting**

Chairperson Bergeron opened the meeting at 4:00 p.m. on High Street with Sean Sweeney from Headwaters Hydrology.

**In Attendance:** Chairperson Brenda Bergeron, Selectperson Kelle O'Keefe, Selectman Scott Blease, Town Administrator Kelley Collins, Greenville Water & Sewer Operations Manager, Carla Mary, Acting Road Agent, Mike Bergeron and Sean Sweeney, Engineer/Headwaters Hydrology

**4:30 p.m. Meet with Sean Sweeney from Headwaters Hydrology regarding gate/road closure**

Sean Sweeney says the absolute safest thing we can do is to leave the road closed. That probably isn't possible because residents need to access the hill. The recommendation is that if the road is opened the jersey barriers be left where they are; that absolutely no snow be stored on the slope, that the road be monitored everyday for any signs of cracking, etc. His expert opinion is that an initial failure would not take the water line. The hydrant would be more exposed than the water main. There was some discussion regarding the scenario in the case of failure.

If there is any sign of cracking the road would have to be closed. Could snow load on scarp affect failure rate. Mr. Sweeney thought probably not with just regular snow fall. Resident, George Alix asked the Board if they will move the gate or leave it at the town line. The Board will take all this information under advisement. In the meantime, the gate will stay at the town line.

**Meet with Acting Road Agent, Mike Bergeron, Water & Sewer Operations Manager, Carla Mary, Emergency Management Director Marcel Bernier and Deputy Emergency Management Director, Jim Hicks to discuss contingency plans for High Street.**

Selectperson O'Keefe suggested keeping a daily log of the checking that is done on High Street including depth of snow on pond side of barriers, condition or change in condition of road, etc. The Emergency Management Director (EMD) will help him prepare a daily log.

The Board discussed notifying County Dispatch that they should call both the "on call emergency for water & sewer" home & cell in that order for the Acting Road Agent and Emergency Management Director. The EMD will notify the Police Department (if they have not already been notified), PSNH, the Board of Selectmen, and the Town Administrator. Elementary School would be the shelter because the Church is too close to the emergency site and would probably be used for staging. The EMD will have contact information for our Engineer.

The EMDs will draft this up as a formal Emergency Action Plan (EAP) and distribute it to everyone and then everyone will review it and we will have another meeting to finalize the plan.

**Letter from Toby Fedder re: recommendation for acceptance Greenville Estates water program**

The Board reviewed the letter from Toby Fedder regarding items required for acceptance. The Board asked the Town Administrator to contact Mr. Fedder and ask him to update the punch list with Underwood and ask him what items can wait until the Spring.

Leon Proctor was in the meeting and wanted the Board to know that the Community Development Block Grant (CDBG) has a preliminary scoring, they are only at 294 and Southwest Regional Planning Commission (SWRPC) is looking for a score of at least 300 to be competitive in the next round of grants.

**Hemlock Hills design for potential water and sewer system hookup**

The Board asked the Town Administrator to contact Woodard and Curran and get a quote on what they would charge to look at Hemlock Hills Plan and give us a recommendation. The Town Administrator will then write to engineer and tell them what the cost will be to have their plan reviewed.

## **Parks & Recreation**

The Board asked the Town Administrator to ask Mr. Miller to get two more prices for toilets – installed.

## **Request for Information on wetlands permit for Richardson Road**

Town Administrator has sent request to Chad from Fieldstone

## **Agenda**

Selectperson O'Keefe asked Town Administrator why the format of the agenda changed this week. The Town Administrator noted that the Chair has the statutory authority to set the agenda and Chairperson thought there was too much detail on the agenda. Selectperson O'Keefe would like the detail and Selectman Blease would like more than what is on this week's agenda.

## **Auditing Services RFP**

The Town Administrator noted that she drafted a Request for Proposals (RFP) for auditing services, as requested by the Board and just needs the Selectmen to approve it.

## **High Street – Governor Lynch**

Senator Bragdon called Selectman Blease and gave him the Governor's cell phone number. Selectperson O'Keefe suggested that we send the letter requesting a meeting and that Selectman Blease call Governor Lynch for an appointment with him in Greenville.

## **6:00 p.m. Meet with Fire Chief Jim Stimans and Fire Wards to review the 2011 Fire Department and Forest Fire Budgets (May require a possible Non Public Session to discuss Fire Chief's annual performance evaluation)**

The Board reviewed the Fire Department budget. The Fire Chief asked what are we doing about the fire department's gasoline tank at the Highway Garage. We are discontinuing use and Fire Chief will check around to see what the procedure is to permanently close that tank.

Chief would like to know what the process is for maintaining the hydrants on Route 31, and can they use them? The Town Administrator will write letter to Greenville Estates Village District (GEVD) about the use of the hydrants for emergencies.

The Fire Wards have conducted a review of the Chief. The Board of Selectmen can review his performance as they discussed, anytime between now and February.

## **Police Department Lease**

The lease ran for five years but the Town Administrator noted that there is still a large payoff due. The \$700 per month was applied less the taxes and the town was supposed to pay water and sewer and did not so that will be added on as well. As near as we can figure there is at least \$40,000 still due.

In view of the fact that we do not own the Police Station, the Board asked the Town Administrator to prepare a letter to Judge Taft asking him to repair the drainage issue from the abandoned sump pump.

The Town Administrator made the Board aware that during her research into this issue she discovered that it does not appear that the contents or mobile equipment at the police station was covered under our Local Government Center – Property Liability Trust (LGC-PLT) insurance. She needs the police department to inventory the items and value. In the meantime, she has requested that LGC-PLT cover us for \$30K in contents and \$20K in portable equipment.

## **7:00 p.m. Met with Kathy Valliere to discuss ambulance, Town Clerk and Tax Collector budgets**

The Board reviewed the town clerk and tax collector budgets.

## **Ambulance Budget**

The spreadsheets are a little difficult to decipher. The Town Administrator suggested having the ambulance just write a one line sentence about why anything went up or down. The Board would like to see 2010 budget 2010 spent and 2011 requested.

**Non Public RSA 91-A:3, II (b) at 7:37**

Selectperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (b) at 7:37 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes, Selectman Blease – yes.

Selectperson O'Keefe made a motion to leave Non Public Session at 7:41 p.m. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes, Selectman Blease – yes.

**Adjourn**

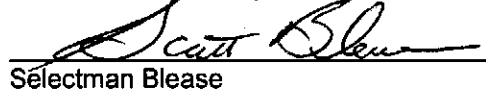
Chairperson Bergeron made a motion to adjourn at 7:41 p.m. Selectman Blease seconded. Motion passed Vote 3-0

Submitted by: Kelley A. Collins/Town Administrator

Approved by:

  
Brenda Bergeron/Chairperson

  
Kelle O'Keefe/Selectperson

  
Selectman Blease