

**Town of Greenville
Board of Selectmen
Minutes – May 22, 2019**

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

Meet with Hazen Fisk Re: Sidewalk Issue

The Selectmen met with Mr. Hazen Fisk, of 72 Mill Street, who brought pictures of the sidewalk in front of his home and the adjacent culvert. He expressed concern that the height of the sidewalk was not sufficient to direct stormwater to the drain, and that the resulting washouts were causing damage to his property and the Town's culvert. The Selectmen agreed that they would prefer to address the issue proactively in order to avoid more substantial repair costs in the future. They discussed the need for the Road Agent to look at the area, and to determine the impact of the unique State/Town maintenance responsibilities for Mill Street. Selectman Reardon questioned if leftover asphalt from the upcoming paving projects could be applied to raise the height. The Town Administrator expressed that this was likely a substantial project that would require substantial resources. Chairperson Mary told Mr. Fisk that the Board would have the Road Agent look at it to determine the next steps.

Old Business:

Mid-Block Crosswalk at Main/River

The Town Administrator wanted to correct a misunderstanding in her review of the paving notice from NH DOT discussed at the previous meeting. She relayed that the State would still require pedestrian activated signals in order to continue to have a marked mid-block crosswalk at the intersection of Main and River. In light of that, the Selectmen confirmed their previous decision to convert to an unmarked crossing.

Pool House Bid

The Selectmen reviewed the previously submitted bid by Tandem Construction. The Town Administrator reported that, despite 2 additional contractors having toured the facility with her, one of which requested additional time to formulate and submit a bid, at this time, the bid by Tandem was the only bid she had received.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept the bid of Tandem Construction in the amount \$38,700.

Motion carried with 3 in favor, none opposed.

Selectman Reardon asked the Town Administrator if she would be contacting the owner of Tandem to formalize the details, and she answered that she would notify him of the award and draw up a contract.

Utility Partners Cost Items

The Selectmen reviewed the details of Utility Partners' Maintenance account. Chairperson Mary questioned the purchase of a pH meter for the wastewater plant, as well as items which she believed should be budgeted as lab supplies by Utility Partners. She also identified sampling costs which were more appropriately attributed to the warrant article for chemical feed improvements and the pilot study. The Town Administrator will address these items with Rob Lauricella.

GEVD CDBG

The Town Administrator reported that she had spoken with Tom Barrett, the Chairman of the Greenville Estates Village District, to relay the Board's comments on a potential CDBG Application. Mr. Barrett did not think it would be feasible for GEVD to meet the July filing deadline for a 2019 CDBG application. The Town Administrator had provided Mr. Barrett with some information about the cost of the Town's recent water main replacement (Ashton Place), for them to explore the possibility of funding and contracting the project without grant money.

Business Roundtable

The Town Administrator shared an example of the letter that was sent to 30 business and/or commercial property owners, inviting them to the Business Roundtable. As the committee is not yet a sanctioned committee of the Town, the letter was sent from the "Citizens for Economic Development", and noted the support of the Selectmen for this event. She reminded the Selectmen that they are welcome to attend the event, which will be June 6th at 10:00 a.m. Chairperson Mary asked if there would be a report provided to the Selectmen after the event, and the Town Administrator replied yes.

New Business:

Electric Quotes for Pool House

The Selectmen reviewed 3 quotes for the installation of lighted exit signs and GFCI outlets at the Pool House, which were planned improvements included in the Pool House warrant article this year. The bids were as follows: Sheridan Electrical Services, \$1,350; Bowser Electric, Time and materials not to exceed \$2,500; and Statewide Electrical Solutions, \$3,250. Selectwoman Bickford questioned the disparity in the quotes. The Town Administrator relayed that she had verified the products and services with the low bidder, who the Town had contracted previously.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to accept the bid of Sheridan Electrical Services for \$1,350.

Motion carried with 3 in favor, none opposed.

Underwood ESR for Barton Ridge Review

The Selectmen reviewed ESR 27 from Underwood Engineers to provide design review services for the water and sewer design for the proposed Barton Ridge condo development. The Selectmen authorized the Town Administrator to sign the contract upon receipt of escrow funds in the amount of \$2,000 from the owner. Chairperson Mary questioned what the connection fees would be for such a project. The Town Administrator answered that this is the first project of this type to be proposed with connections for water and sewer, and our regulations do not have any special provisions for condo developments, so she would expect the standard connection fee to be applied per unit.

Draft Financials

The Selectmen reviewed the draft of the 2018 financial statements provided by Roberts & Greene.

Avitar Abatement Response: Washburn

The Selectmen reviewed Avitar's response to the abatement request filed by Timothy and Claire Washburn for their properties, Map 2 Lots 51 and 52. The Town Administrator noted that Avitar did recommend land value adjustments, but that because the land is in current use, the changes do not result in a refund, hence the recommendation that the abatement be denied. Avitar has made the recommended changes to the tax card for 2019.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to deny the abatement request for Map 2, Lots 51 and 52 (Washburn).

Motion carried with 3 in favor, none opposed.

Part-time Highway Laborer

The Town Administrator reported that the Road Agent had a prospective seasonal applicant for mowing and other tasks, but that she had not yet received the application. In the interest of expedience, the Selectmen authorized the Town Administrator to make a conditional offer of employment at a pay rate she and the Road Agent deem to be appropriate.

Signature Folder**The Selectmen:**

- Reviewed, discussed, and approved the minutes of the May 8, 2019 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Backflow Device Permits: Temple Elementary.
- Reviewed, discussed, and approved Purchase Orders: Fire, Highway Departments.
- Reviewed, discussed, and approved Timber Tax Warrants: Bernier, Ilomaki.
- Reviewed, discussed, and approved 1st Issue Property Tax Warrant.

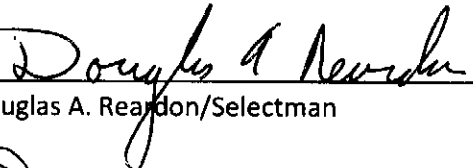
Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to adjourn the meeting at 4:50 p.m.

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