

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
December 15, 2010
Minutes

Meeting Opened

Chairperson Bergeron made a motion to open the meeting at 4:03 p.m. Selectperson O'Keefe seconded. Motion passed

In Attendance: Chairperson Bergeron, Selectperson O'Keefe, Selectman Blease, David Hughes, Senior Engineer from Woodard & Curran, Carla Mary, Water & WasteWater Operations Manager and Town Administrator Kelley Collins

4:00 p.m. Meet with Carla Mary to discuss Water & Sewer 2011 proposed budgets

The Board reviewed the Water and Wastewater budgets with the Operations Manager. We need to get a price on putting the contract operations out to bid in 2011 and make a line item in both water & sewer budgets.

Carla presented a purchase order for \$4452 for PLC unit for WasteWater which would come from WasteWater Expendable Trust Fund (ETF). There is currently \$15K in the WasteWater ETF. The unit broke in Spring 2010.

4:30 p.m. Meet with Water & Sewer Operations Manager, Carla Mary, and David Hughes, Senior Project Engineer from Woodard & Curran to discuss upcoming EPA requirements as they pertain to Water & Sewer budgets

The Board met with David Hughes and Carla Mary. With the new permit at the treatment plant we knew we could not meet the requirements of the new permit. After 3 months of violations we received an administrative order from the Environmental Protection Agency (EPA). As part of that administrative order they require things to be done. David Hughes identified each of those required items

We have done the jar testing and it has had a positive outcome. Only the aluminum level is still questionable. The cost to adhere to EPA requirements is \$317,500 if the jar testing works that amount would be \$117,500.

5:15 p.m. Meet with Mark Stetson from Avitar to discuss sales ratio study

Mark noted that obviously we know the market is declining. Not all properties are declining at the same rate. The last arm's length transaction we have for multi family was 2008. Since then the only multi families that sold were foreclosures, etc.

Mark is here to say that if you look at the process that the State uses our numbers are going to look good because we only had 5 arms length transactions out of 51 sales this year. The State will go and look at 2009 and 2008. Using just 2010 sales our ratio is at 122%. If we use 2009 and 2010 it would be 110%. The State has to have 20 sales to get a ratio. If we use 2010, 2009 and 2008 to get the 20 sales we will be at 105%. Mark is very concerned that not all of the town is declining at the same rate. If all the rates were declining at the same rate it wouldn't matter because it would be equitably assessed because everyone would be over or under assessed at the same rate.

The option would be to do our 2013 update in 2011 and lobby the State to move us to 2016. The advantage would be we may not have to do the field review because we just did this 2 years ago. We probably would not have to do the utility values. Our contract includes data verification every year as well as assessing. The data verification is designed to be done in the 4 years (quarterly) between the update years. If the update is \$39,900 without utilities and we back out the verification we would be at approximately \$20K more. The Town Administrator asked Mark what his recommendation is. He recommends doing the update that was scheduled for in 2014 in 2011 and see if the State will move our next update to 2016. This would be an extra \$20K in budget.

Mark Stetson will talk to DRA (we need the Department of Revenue Administration's permission) and his office to bill whatever is outstanding.

6:00 p.m. Meet with Carl Webber from Primex (may require a Non Public Session under RSA 91-A:3, II (a))

The Board met with Carl Weber and Tom Mahon from Primex regarding our unemployment compensation insurance for former employee.

Chairperson Bergeron made a motion at 6:08 p.m. to go into Non Public Session under RSA 91-A:3, II (a) because under RSA 282-A:118 Mr. Mahon has to keep the confidentiality of unemployment claims. Selectperson O'Keefe seconded. Roll Call Vote: Chairperson Bergeron – yes, Selectperson O'Keefe – yes; Selectman Blease – yes.

Chairperson Bergeron made a motion to leave Non Public Session at 6:23 p.m. Selectperson O'Keefe seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes; Selectman Blease – yes.

6:30 p.m. Meet with Fire Chief, Jim Stimans

The Town Administrator noted that there was a call on High Street and the Fire Department went around rather than accessing the incident site by going over the hill. The Fire Chief noted that the responders did exactly what they were supposed to do – they went by the protocol set in place. They were not notified that the road was passable. We have an email from the town engineer saying it is ok to access the crest of the hill for emergencies only. Since the Board has notified the Chief, he will make sure the protocol gets changed.

The Board briefly reviewed the Emergency Action Plan (EAP) that the Emergency Management Director (EMD) and Deputy Emergency Management Director (D-EMD) are working on for High Street. Fire Chief would like to be in initial call out. The Town Administrator will ask the EMD to include the Fire Chief and to send EAP to Fire Chief and Police Chief as well as the rest of the distribution list for review prior to submission to the Board of Selectmen.

7:00 p.m. Meet with Parks & Recreation to discuss proposed 2011 budget

The Board reviewed the Parks and Recreation budget. There was some discussion about staffing for 2011. Selectperson O'Keefe asked when was the last time we advertised for lifeguards? Chairman Miller noted that they advertise every year. Mr. Miller reminded the BOS Parks & Recreation brings in some revenue.

Old Business

Review and discuss Woodard & Curran's recommendation for accepting GEVD water line

Last week the Board asked the Town Administrator to get an update from Toby on the punch list and he emailed the Board with his notice that he has not received anything new from Underwood Engineers and he recommends that the town not try to accept it with conditions. The Board would like the Town Administrator to email Toby again on Friday to discuss what has been completed. The Selectmen would like Carla to put the flags on.

The Board would like the Town Administrator to send a letter to GEVD telling them that they are responsible for maintenance of the hydrants including shoveling them out and we will be asking the operations manger to put flags on the hydrants.

Make sure Toby Fedder knows that we have a bond for Old Ashby Road with Park Construction.

Review and discuss status of hiring process for Road Agent (may require a Non Public Session under RSA 91-A:3, II (b)) at 8:03

Chairperson Bergeron made a motion to go into Non Public Session under RSA 91-A:3, II (b) at 8:03 p.m. Selectperson O'Keefe seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes; Selectman Blease – yes.

Selectperson O'Keefe made a motion to leave at Non Public at 8:07 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 have the Town Administrator call and offer Mr. Plourde the position of Road Agent for \$46,500 and if he is interested to follow-up with a conditional offer of employment pending satisfactory completion of background checks. Set up a tour with Selectman Blease. Selectman Blease seconded. Vote: 3-0.

Review and discuss status of police station lease

The Town Administrator made the BOS aware that she spoke to Judge Taft and, based on that conversation and his calculations we owe somewhere around \$49,456.75. Selectperson O'Keefe made a motion to have Attorney Bedard review the lease agreement that was made with Judge Taft. Selectman Blease seconded. Vote: Chairperson Bergeron – abstained, Selectperson O'Keefe – yes; Selectman Blease – yes.

Review and discuss status of Richardson Road project

The Town Administrator noted that Chad did answer DES's request for information.

Review, approve and sign check manifests

The Board reviewed and approved the check manifests.

Adjourn

Selectperson O'Keefe made a motion to adjourn at 8:08 p.m. Selectman Blease seconded. Motion passed.

Minutes prepared by: Kelley Collins/Town Administrator

Approved by:


Brenda Bergeron/Chairperson


Kelle O'Keefe/Selectperson


Scott Blease/Selectman