

**Town of Greenville
Board of Selectmen
Minutes – August 28, 2019**

In the absence of the Chair, Selectwoman Bickford called the meeting to order at the former Greenville Elementary School, 16 Adams Street, Greenville at 6:00 p.m. Present: Selectmen Doug Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

Old Business:

Old Home Day

The Town Administrator noted, with thanks to Selectmen Reardon and family, that she had received a \$400 donation from the proceeds of the foods sales at the event. She thanked Selectwoman Bickford for her donation of the face painter/balloon artist. The general success of the event was discussed. Selectman Reardon thought adjustment of the time should be considered for the future. The Town Administrator suggested that in order to continue this event annually, a budget line-item should be allocated for it in the upcoming budget proposal, which will give voters the opportunity to support or reject expending Town funds for this purpose. Selectwoman Bickford suggested thank-you notes be sent to the departments that participated in the touch-a-truck display.

Surveillance Cameras

The Town Administrator provided information about surveillance camera options from Pelmac Industries, a full-service security company, as well as Arlo, a wireless self-install product. She reported that she was also arranging a survey for Comcast's Smart Office product. Selectman Reardon expressed his opinion that professional installation was the appropriate avenue for protection of the Town Hall.

Town Hall Steps

The Town Administrator reported that she had received a verbal quote from Pendlebury Masonry of \$13,700 to repair the front steps of Town Hall. In her meeting and subsequent call with the contractor, it was clarified that his quote did not include traffic control, if needed, and required the assistance of the Highway Department crew and equipment to remove, store, and reset the granite pieces. The Town Administrator noted she was anticipating an additional quote from another contractor.

New Business:

NHDES Dam Management Re: Lagoon Dredging

The Selectmen reviewed communications regarding the NHDES Dam Management Bureau's concerns about the lagoon dredging at the Water Treatment Plant, as the material is being placed in a spillway. The Town Administrator reported the sludge will not be able to remain there for a freeze/thaw cycle as originally planned, so Rob Lauricella is working with DES and RMI to get the testing, permitting, and other arrangements in place for removal.

Meeting Room Water Damage

The Town Administrator discussed the status of the work by Servpro, which was anticipated to be completed by the end of the week. She discussed the removal of the subfloor, and wanting to pursue a

quote for a concrete floor as the finished surface. She also reported that she had made arrangements for their September meetings to also take place here at the SAU.

Recommendation to Install Knox Box at Town Hall

The Selectmen reviewed a recommendation by Ed White, Fire Inspector and Emergency Management Director, to install a knox box at Town Hall, with keys to allow after-hours access to the Fire Department. The Town Administrator noted that this issue came to light due to the recent fire alarm activation related to the basement flooding incident. The cost of the box was \$279.00. There were no objections to installing the requested knox box.

Primex CAP Program

The Selectmen reviewed the Primex CAP contract, which limits annual property/liability premium increases to no more than 7% annually over the next 3 years, as our current CAP agreement is coming to an end. The Town Administrator discussed that with the loss of LGC as an option, Primex is the only viable option for municipal insurance in New Hampshire.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to authorize the Town Administrator to sign the Primex CAP Agreement.

Motion carried with 2 in favor, none opposed.

Primex DPW Safety Audit

The Selectmen reviewed the DPW Fire Safety Survey performed by Primex. The Town Administrator explained that this review is designed to evaluate and mitigate risk, as a catastrophic DPW loss can not only be a huge cost, but can also cause substantial impact to critical town services. She noted that the audit was generally positive, but that there are some recommendations to be considered. One recommended item, installation of a stand-by generator system, was approved by warrant article this year and is currently contracted. She discussed recommended fire detection and fire suppression systems as long-term projects to be considered, but felt the installation of emergency lighting and GFCI outlets was achievable, based on the pricing for the same work at the pool house this year.

Clean Water SRF Project Priority List

The Selectmen reviewed the NHDES Clean Water SRF project priority list. Greenville was placed at number 10 on the priority list, based on a pre-application filed by the Town Administrator earlier this year, for construction of a permanent chemical feed facility. The Selectmen questioned the source of the project estimate and the noted 2019 project costs. The Town Administrator explained that she had applied a percentage she obtained from Underwood Engineering to estimate the cost increases since the original estimate was done with the preliminary engineering (in 2016). She was unsure about the amount noted for 2019, but thought it might be tied to previous engineering costs.

Miscellaneous

Selectwoman Bickford reported that she had had an opportunity to speak to Fire Chief Charles Buttrick, and that he had expressed a willingness to be reappointed for a one-year term as chief, but that the Selectmen need to be planning for his eventual departure. Selectmen Reardon expressed his feeling that succession should be determined within the department.

Marshall Buttrick, of Adams Hill Road, provided information regarding the previously discussed topic of road layouts, in that some original layouts which preceded the separation of Greenville from Mason were held by the Town of Mason, and that some state roads would be available in the "Book of Roads" held at the State archives in Concord.

7:00 p.m. – Public Hearing for GEVD Sewer Rate

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to open the Public Hearing to discuss the setting of the Greenville Estates Village District sewer rate.

Motion carried with 2 in favor, none opposed.

Selectman Reardon announced that per the contract formula, the Greenville Estates Village District sewer rate would be increasing from \$9.33 to \$9.40 (per thousand gallons). Laura Luoma, GEVD's Administrator asked when the new rate would be effective, and the Town Administrator answered that the new rate would be in effect for the upcoming billing (30 days).

Rose Thibault, of Temple Road, asked how the GEVD rate compares to Greenville in-town rate. The Town Administrator answered that the Town rate is \$20.00 per thousand gallons. Ms. Thibault questioned why that is, and Selectmen Reardon discussed the 50-year contract entered into by the Greenville Selectmen in the 90s, and the Selectmen's efforts to break or change that contract. The Town Administrator discussed different components of the contract formula, including the impact of additional revenue (septage or industrial), which would cause the GEVD rate to go down. The Town Administrator noted that the 3-year prohibition on renegotiation had either elapsed or was nearing that time, and that the Board could pursue new talks with GEVD.

Motion by Selectwoman Bickford, 2nd by Selectman Reardon, to set the Greenville Estates Village District sewer rate at \$9.40 per thousand gallons.

Motion carried with 2 in favor, none opposed.

Signature Folder

The Selectmen:

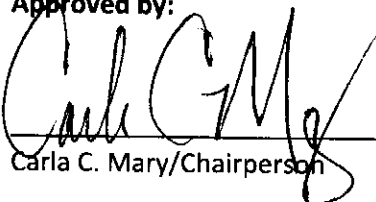
- Reviewed, discussed, and approved the minutes of the August 14, 2019 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: Fire Department.
- Reviewed, discussed, and approve a Veteran's Credit: Desautels.


Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn the meeting at 7:13 p.m.

Motion carried with 2 in favor, none opposed.

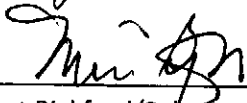
Submitted by: Tara Sousa/Town Administrator

Approved by:


Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Margaret Bickford/Selectwoman