

Town of Greenville
Board of Selectmen
Minutes- May 13, 2020

Call to Order at the former Greenville Elementary School, 16 Adams Street, Greenville, NH, at 3:30 p.m.
Present at the meeting location: Selectman Douglas Reardon and Town Administrator Tara Sousa.
Attending via Zoom conference call: Chairperson Carla Mary and Selectwoman Margaret Bickford. The Town Administrator read at statement indicating that the meeting was being conducted in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04.

Motion Chairperson Mary, 2nd by Selectwoman Bickford, to accept the minutes of the March 25, 2020 Selectman's meeting.

Motion carried by roll call vote: C. Mary, yes; M. Bickford, yes; D. Reardon, abstained.

New Business

Chairperson Mary asked if there was any objection to taking the agenda items out of order, and there were none.

Avitar Abatement Recommendations: Gilbert (Map 6-86), Desautels (Map 1-70-2)

The Selectmen reviewed Abatement recommendations from Avitar's Evan Roberge for 51 Hubbard Hill Road (Gilbert, Map 6-86) and 2 Titan Lane (Desautels, Map 1-70-2).

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept Avitar's recommendation to abate the 2019 assessed value of 51 Hubbard Hill Road (Map 6-86) from \$112,300 to \$79,000.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept Avitar's recommendation to deny the 2019 abatement request for 2 Titan Lane (Map 1-70-2).

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Water/Sewer Abatements: Xie/Kou (Map 8-37); Antra (Map 6-41)

The Selectmen reviewed an abatement submitted by Ms. Kou for 1 Dunster Ave, requesting a reduction of sewer charges due to a major water leak this past winter. The Town Administrator reminded the Selectmen that daily sewer readings at the time indicated the same spike in usage as water, and that the Board had requested (Utility Partners') access to the property to determine if there was a sump pump connected to the sewer at that location. The Selectmen agreed to table the abatement until Wastewater Department staff was able to access the property to inspect for improper sewer connection.

The Selectmen reviewed an abatement submitted by Mr. Antra, of 26 Ashton Place. The Town Administrator explained that minimum water and sewer charges were assessed in error, due to a construction related water shut-off that was anticipated to be temporary but became permanent. Chairperson Mary questioned the procedures and charges related to owner-initiated service suspensions. She wanted to ensure a fee would be charged for the re-activation of service.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to abate 2019 sewer in the amount of \$400, and 2019 water in the amount of \$130, for 26 Ashton Place.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

DRA 2019 Cyclical Monitoring

The Selectmen reviewed the DRA's 2019 cyclical monitoring of assessment data accuracy, which indicated minor variations well within acceptable parameters.

Utility Partners April 2020 Operating Report

The Selectmen reviewed the April 2020 Operating report, as well as quotes for the refurbishment of the existing step screen (for rag removal) versus replacement with a different style mechanism. The Town Administrator explained that she was seeking direction from the Board regarding their preferred direction, and would request additional quotes depending if the decision was repair or replacement. She expressed concern that the existing step-screen may have limited options for qualified vendors. Chairperson Mary advocated for refurbishment, with an intent to save for a replacement 7 to 10 years in the future. Selectman Reardon expressed concern about travel costs indicated in the quote. Chairperson Mary relayed her experience that there were limited options for certified technicians and parts to service the German-made unit.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to authorize a maximum of \$23,000, per Walker Wellington quote #71005721, from the Wastewater Expendable Trust for the repair of the wastewater step screen.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Covid-19 Impacts

The Town Administrator relayed that the Legion would not be going forward with a parade for Memorial Day. The Selectmen discussed the indefinite closure of Town Hall to the public. Selectman Reardon expressed that he would defer to the Town Administrator to determine when the offices should reopen. The Town Administrator discussed her feeling that the various departments have generally been able to meet the needs of residents and others through phone and email, and that the Clerk's office has adapted to offer appointments for new registrations and other in-person services. Chairperson Mary expressed that she felt there was no reason to rush to reopen. The Selectmen were in agreement to continue operating in the current manner.

Regarding the 3rd of July festivities, Selectman Reardon advocated that the Town "go for it". The Town Administrator discussed the current prohibition against scheduled gatherings of 10 or more, and that we will have to see what changes when the current stay-at-home order expires on May 31st. She explained that some towns are planning a drive-in style event, which the State has indicated they would approve. This was considered by the Selectmen, but no appropriate location was identified in Town. The Selectmen reviewed the quote from JPI Pyrotechnics, and emails from the owner indicating that there would be no cost to the Town if the State did not allow the event to go forward.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to accept the quote of JPI Pyrotechnics, and for the Board to reconvene to make a final decision on the event in June.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Regarding the Town Pool, Selectmen Reardon indicated his support for opening as usual. The Selectmen reviewed CDC guidance for pools. The Town Administrator relayed that she had a commitment to return this season from the Pool Director and 2 lifeguards. She discussed the need to have a staff member dedicated to mitigation strategies like temperature checks upon entry, enforcing social distancing, and

increased cleaning procedures, if the Town went forward with opening. Both Chairperson Mary and Selectwoman Bickford expressed reservations about the feasibility of operating in accordance with the guidelines. The issues with the current stay-at-home order, and that we would likely not have a decision from the Governor on that much before the May 31st expiration date, was discussed. The Town Administrator discussed the necessary expenditures, such as de-winterization of the bath house and Quality Design's scheduled opening. The Selectmen agreed to continue with scheduled opening plans, and to revisit after the Governor's announcement about the expiration of the stay-at-home order.

Letter Re: Greater Waste Solutions Escrow Funds

The Selectmen reviewed a letter from Glen and Julie Shaw, of Greater Waste Solutions, requesting that the Town not require additional escrow funds for Underwood Engineers construction inspection, and/or reduction of police detail costs, citing their investments in the community. Chairperson Mary expressed that she did not want to create a precedent by removing or reducing utility project costs traditionally paid by the business/individual. Selectman Reardon felt that the current pandemic and its economic impact was unprecedented, and something done to foster continued investment during this time would not create a precedent. The Selectmen discussed the potential public benefit of the water main extension being installed by the Shaws, and that the inspection costs protect the Town's interest in those improvements in the public right-of-way. The Town Administrator noted that, due to the nature of the joint police department, the Town could not forgive cost associated with police details. Selectman Reardon expressed that he supported splitting the \$5000 engineering costs.

Motion by Selectman Reardon, 2nd by Chairperson Mary, to reduce the requested escrow funds for Underwood Engineers inspection of work in the public right-of-way for the Greater Waste water main extension to \$2500.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Acceptance of CARES Act First Responder Stipends

The Town Administrator discussed the hazard pay stipends available to full and part time police officers, as well as paid and volunteer fire fighters, through the State's CARES Act allocation. She explained that in the absence of a Joint Police Board meeting, she was asking both Towns' Selectmen to take action to agree to accept the funds. She further explained that although the Town would be responsible for the additional payroll taxes associated with these wages, those cost would be reimbursable under the GOFERR grant.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept the CARES Act stipend funding, and to authorize Town Administrator Tara Sousa to sign any required grant documents.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Acceptance of GOFERR Grant Agreement

The Selectmen reviewed the GOFERR Grant Agreement, which would allow Greenville to access its municipal allocation of up to \$49,288 for Covid-19 related costs. The Town Administrator noted that she and Ed White did not anticipate meeting the threshold for FEMA reimbursement, so emergency management costs would be submitted under this grant.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept the GOFERR Grant Agreement, and to authorize Town Administrator Tara Sousa to sign any required grant documents.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Miscellaneous

The Selectmen reviewed the Eversource Pole Attachment Application.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to authorize Town Administrator Tara Sousa to sign the Eversource Pole Attachment Application.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Signature Folder

The Selectmen:

- Reviewed, discussed, and approved check manifest for accounts payable and payroll.
- Reviewed, discussed, and approved Elderly Exemptions/Veteran's Credits.
- Reviewed, discussed, and approved Purchase Orders: Wastewater, TGPD.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to adjourn the meeting at 4:39 p.m.

Motion carried by roll call vote: C. Mary, yes; D. Reardon, yes; M. Bickford, yes.

Submitted by: Tara Sousa/Town Administrator

Approved by:



Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Margaret Bickford/Selectwoman