

**Town of Greenville
Board of Selectmen
Minutes- September 23, 2020**

Call to Order at 3:30 p.m. This meeting was being conducted in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04. Present at Town Hall: Selectman Douglas Reardon and Town Administrator Tara Sousa. Attending via Zoom conference call: Chairperson Mary and Selectwoman Margaret Bickford. Town staff and members of the public were in attendance via speaker phone (Town Clerk/Tax Collector Office) and conference call.

Meet with Town Clerk/Tax Collector Re: Reopening

The Selectmen met with Town Clerk/Tax Collector Kathy Valliere, at her request, to discuss the possibility of re-opening Town Hall. She expressed concerns about continuing to serve the public outdoors as the weather gets colder. She suggested room alterations, such as additional plexi-glass barriers and moving the existing gate to facilitate reopening, but also discussed the limited space in the public waiting area and the challenge of controlling entry if trying to limit those inside waiting. She expressed that the current utilization of mail/online/drop box renewals is working well. Chairperson Mary stated that the Board would take it under advisement.

Old Business:

24 & 28 Main Street

The Selectmen reviewed an email response from the realtor representing CPC Investments, the owners of 24 & 28 Main Street, indicating that the Board's proposed sale price was not in line with the assessed value of the 2 properties. The Town Administrator questioned of the Board which to continue discussions. Selectman Reardon expressed that since the Board's offer was balked at, he would leave it at that. Selectwoman Bickford expressed that she would not be in favor of purchasing the lots given the requested price and additional investment needed to improve. She noted that there is little downtown to necessitate additional parking. Chairperson Mary expressed that she would support acquiring for parking if the price were lowered.

Utility Partners Monthly Report

The Selectmen reviewed Utility Partners' monthly report for August and a NPDES off-site desk audit report, which found no deficiencies. The Town Administrator relayed Plant Manager Brian Golec's inquiry as to whether the Town would forgo flushing this fall given the declared drought. Chairperson Mary stated that she was not in favor of such, and discussed the importance of flushing for water quality. She wanted to get from Utility Partners the volume of water used for flushing last spring. The Town Administrator inquired if the Board wanted to consider any formal declaration of water restrictions, as the severity of the drought has increased since it was last discussed. Chairperson Mary questioned if the reservoir levels are being monitored and recorded as they had been under a previous Superintendent. The Selectmen discussed the limited amount of outdoor water use at this time of year, and agreed that the voluntary recommendations for conservation should be re-posted to bring them back to the top of the news feed. They felt flushing should proceed after the necessary notices, but would revisit prior to the date to review the drought status.

Ex-officio to the Planning Board

The Town Administrator discussed that the Interim Building Inspector has much to learn to get up to speed for Building Inspection and Code Enforcement, and that asking Mrs. Ditri to also take on the Ex-officio position on the Planning Board would be too much. The Town Administrator noted that there are important issues before the Planning Board at this time, and suggested that either a Selectboard member serve in that capacity temporarily, or if none were able, that she would accept the appointment temporarily. Selectman Reardon noted that he and Selectwoman Bickford serve on the TGPD Joint Board, and suggested Chairperson Mary could be appointed to the Planning Board. Chairperson Mary felt that, as a realtor, there would be conflict-of-interest issues for her.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to appoint Town Administrator Tara Sousa to temporarily serve as the Selectmen's Ex-officio to the Planning Board.

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

Wilton's Inquiry Regarding Ambulance Service

The Selectmen reviewed an email from the Wilton Town Administrator inquiring if Greenville was interested in receiving ambulance service from Wilton. Also reviewed was the Intermunicipal Agreement between Wilton, Lyndeborough, Temple, and Greenfield. The Town Administrator discussed the manner of cost allocation being tied to call volume, and the likelihood that Greenville would pay significantly more for services from Wilton versus Souhegan Valley. Selectwoman Bickford asked if there had been any complaints about the service from SVAS. The Town Administrator noted that there has been the occasional informal complaint aired on social media, but not a substantial amount. The Selectmen were in agreement that there was no interest in pursuing ambulance coverage through Wilton at this time.

HealthTrust Return of Surplus

The Selectmen reviewed a letter from HealthTrust indicating that the Town could anticipate a return of surplus this year. The Town Administrator explained that it is customary for employees to receive a refund proportional to the portion of premiums paid by them, with the Town receiving the remainder as unanticipated revenue. Chairperson Mary asked additional questions about the process and calculations for the roughly \$10,000 anticipated, which were answered by the Town Administrator. There were no objections to handing the return of surplus as described.

Town Report Quotes

The Selectmen reviewed three quotes for printing the 2020 Town Report. Despite a small price differential, Chairperson Mary expressed her preference to remain with the Town's current vendor. The Town Administrator noted that a sample had been requested from the low bidder to confirm a similar level of quality, but had not yet been received.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to accept the quote of Select Print Solutions in the amount of \$1345.00 for printing of the Town Report.

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

Pool Repair Options

The Town Administrator reported that the Pool was being refilled to avoid issues with frost damaging the empty pool, and that the repair quotes obtained by the Pool Manager will need to be considered when developing next year's warrant.

Halloween/Christmas Activities

The Selectmen discussed how Covid-19 would impact Trick-or-Treat. The Town Administrator discussed the approach of some communities to not sanction, but also not forbid trick-or-treat, as the enforcement of that would be challenging. Selectman Reardon expressed that the Selectmen should put out a statement addressing recommended health guidance. The Town Administrator was aware of forthcoming guidance from DHHS and NHMA. Regarding any other Halloween event, he felt it was not appropriate to allow any town-sponsored event if trick-or-treat were not being sanctioned. The Selectmen were in agreement to put forward a statement regarding recommended precautions for trick-or-treat. The Town Administrator relayed that the Beautification Committee was considering a virtual event for Christmas.

Minutes:

Motion by Chairperson Mary, 2nd by Selectman Reardon, to approve the minutes of August 26, 2020 as presented.

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

Motion by Chairperson Mary, 2nd by Selectman Reardon, to approve the minutes of September 16, 2020 as presented.

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

Town Vehicle Use

Chairperson Mary expressed that there is a need to develop a policy addressing personal use of town vehicles. Selectman Reardon questioned the impetus for this discussion, and Chairperson Mary indicated that it would be relevant to their planned non-public session.

Letter from Fire Chief Charles Buttrick Re: Chief Candidates

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to enter non-public session at 4:16 p.m. pursuant to RSA 91a:3,II (a & c).

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

(Sealed discussion)

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to re-enter session at 4:37 p.m.

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

The Chair reported that the Selectmen would schedule a meeting to interview Fire Chief candidates.

Resident's Tractor-Trailer Stored at DPW Dr.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to enter non-public session at 4:38 p.m. pursuant to RSA 91a:3,II (a & c).

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

(Sealed discussion)

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to re-enter session at 4:41 p.m.

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

The Chair reported that the Town Administrator would be sending a letter to the resident and copying the Road Agent.

Chairperson Mary requested that the Town Administrator draft a policy regarding use of town-owned vehicles.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to seal the minutes of the non-public discussion entered under 91a:3,II (a & c) for 99 years.

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

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to seal the minutes of the non-public discussion entered under 91a:3,II (c) for 99 years.

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

Miscellaneous:

Selectwoman Bickford reported that Temple Selectman Bill Ezell would be the new chair of the TGPJ Joint Board.

Chairperson Mary asked for an update on the basement renovation and front steps. The Town Administrator indicated she was anticipating an hourly-rate quote from William Brooks for the floor leveling. She discussed contact from Graham Pendlebury indicating he would not be able to do the front step work this year, but offering that his son, who has his own masonry business, could take over the quote. The Selectmen had no objections so long as there was not an increase in the accepted quote.

Signature Folder

The Selectmen

- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: Highway.
- Reviewed, discussed, and approved Trust Fund Requests.


The meeting was adjourned at 4:45 p.m.

Submitted by: Tara Sousa/Town Administrator

Approved by:



Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman

A handwritten signature in dark ink, appearing to read 'Margaret Bickford', is written over a horizontal line.

Margaret Bickford/Selectwoman