

**Town of Greenville
Board of Selectmen
Minutes – February 24, 2021**

Call to Order at 3:30 p.m. This meeting was conducted in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04. Attending via conference call: Margaret Bickford. Present at Town Hall, 46 Main Street, Greenville, NH: Selectman Douglas Reardon, and Town Administrator Tara Sousa.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to approve the minutes of the January 27, 2021, February 3, 2021, and February 10, 2021 meetings.

Motion carried by roll-call vote. D. Reardon, yes; M. Bickford, yes.

Old Business:

DES Dam Bureau Re: New Sludge Location

The Selectmen reviewed an email from James Gallagher, Jr., Chief Engineer of the Dam Bureau, confirming that there were no concerns with the new proposed sludge storage location at the Water Treatment Plant.

Utility Partners January Operating Report

The Selectmen reviewed the January 2021 Operating Report from Utility Partners. The Town Administrator discussed issues Plant Superintendent Brain Golec has had this month with the chemical supplier of the proprietary ferric blend the Town has been using at the WWTP. He is investigating if another supplier can provide an alternative product. Selectwoman Bickford questioned if the Town would be able to change the chemical it is using. The Town Administrator answered that for now, the alternative product (if available) would only be utilized in a worst-case scenario of supply chain failure, but it could be piloted for performance as a permanent alternative. The Selectmen reviewed a quote from Electrical Installations, Inc. for one of the WWTP RAS pump VFDs, which the Town Administrator explained pumped sludge from the end of the process back to the beginning.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to accept the quote of Electrical Installations, Inc. for \$2,529 for replacement of the RAS pump #2 VFD.

Motion carried by roll-call vote. D. Reardon, yes; M. Bickford, yes.

Abatement Recommendation: Map 3 Lot 38-F

The Selectmen reviewed an abatement recommendation by Evan Roberge of Avitar Associates for Map 3 Lot 38-F (Pelletier).

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to accept Avitar's recommendation to deny the abatement request for Map 3 Lot 38-F.

Motion carried by roll-call vote. D. Reardon, yes; M. Bickford, yes.

Purchasing Policy – Updated

The Selectmen reviewed draft revisions to the Purchasing Policy, which the Town Administrator revised to more accurately reflect current practice for purchase orders. She noted that she had reduced the requirements for submission of printed documentation for purchase orders under \$1,000, as the \$250 threshold for requiring a PO was quite low compared to other Towns, and increased the threshold for requiring a sealed bid process. Selectman Reardon agreed with the changes, noting the difficulty

obtaining bids. The Town Administrator explained the requirement under the policy to make revisions available for public comment for 14 days prior to adoption.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to accept the revision of the Purchasing Policy (as 1st reading) and put forward for public comment.

Motion carried by roll-call vote. D. Reardon, yes; M. Bickford, yes.

Property Complaints (Code Enforcement Issues)

The Town Administrator relayed property-related complaints she had received regarding: 1. a property which might meet the definition of an unlicensed junk yard, and 2. A camper which is alleged to be occupied in violation of the Zoning Ordinance. She noted that these would be referred to the Building Inspector/Code Enforcement Officer, but that Mrs. Ditri had left her position in Wilton for a position further away, so her time in town would be limited. The Building Inspector job had been reposted on the NHMA website. The Town Administrator stated she would attempt a first communication with the property owners regarding these matters.

Resident Feedback to TGPD Joint Board Reps

The Town Administrator reported that she had received calls from Mr. George McCreery regarding the warrant article for the upcoming police cruiser purchase. He had expressed concerns about the proposed cost and the makes/models of previously purchased cruisers. He had provided the Town Administrator with a verbal quote from Hillsborough Ford, and using the State procurement website, she had been able to find similar pricing (approximately 36K) for a base model Ford or Chevy 4-wheel drive SUV. Mr. McCreery also had concerns about the specifications of vehicles not designed as pursuit vehicles. Selectwoman Bickford stated that she had contacted the PD Administrator and requested that this be added to the Joint Board's next agenda.

Water Disconnect Order

The Selectmen reviewed and approved a water disconnect order for a commercial user. The Town Administrator explained that due to the Governor's Orders relative to utility disconnections, she had forwarded the notice to Attorney Bedard for review. If the language needed to be revised, she indicated she would contact the Board for signature/stamp.

Signature Folder

The Selectmen:

- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved an Absence Request Form.
- Reviewed, discussed, and approved Purchase Orders: Wastewater, Executive.

Motion by Selectwoman Bickford, 2nd by Selectman Reardon, to adjourn the meeting at 4:23 p.m.

Motion carried by roll-call vote. D. Reardon, yes; M. Bickford, yes.

Submitted by: Tara Sousa/Town Administrator

Approved by:

Carla C. Mary/Chairperson

Douglas A. Reardon

Douglas A. Reardon/Selectman

Margaret Bickford

Margaret Bickford/Selectwoman