

**TOWN OF GREENVILLE, NH**  
**SELECTMEN'S MEETING**  
**March 9, 2011**  
**Minutes**

**4:30 p.m. Open Meeting**

Selectperson O'Keefe made a motion to open the meeting at 4:30 p.m. Selectman Blease seconded. Vote: 2-0

**4:30 p.m. Meet with Road Agent, Tom Plourde to review status of High Street**

Selectperson O'Keefe asked the Road Agent, Tom Plourde, how things are going and how High Street is looking. The Road Agent noted that they continue to visually inspect High Street daily. Road Agent, Tom Plourde, said that he believes they have lost about a yard of material on the slope. He did not remove the snow on the other side of the barrier because if you remove the snow the frost is going to drive deep into the ground and it will act like the roads we plow – it will heave and he thought that would be detrimental to the slope. He also did not feel it was safe to use heavy equipment on that side of the road. The water coming out now is the frost melting and water leaching out of the slope.

The Town Administrator will make sure that the Road Agent has a copy of previous meeting minutes where High Street was discussed.

The Road Agent made the Board aware that March is inspection month for the large trucks. The Road Agent knows there are shops in Town and he doesn't know any of them. He doesn't care who does the inspections, he just wants to make sure they get done properly. The Board would like to use a local garage but it must have the ability to do a proper inspection. The Board wants to have a detailed report of what was inspected and what we need to give attention to on the trucks. Selectman Blease's only request is that we make sure that the vehicles are repaired by someone who has the ability to keep the vehicles inside for security purposes.

The Road Agent got a call from a gentleman that works over at the Valley Street Jail and he is interested in bringing a crew over with a guard to do some work in town. The Road Agent used them in Frankestown for brush cutting. Is there someone that can come meet with the Selectmen? The Road Agent will have him contact the Town Administrator. He understands they have a big pool project this year. Selectperson O'Keefe asked who has the liability – they do.

**Review and discuss preparation for Town Meeting**

The Board reviewed the list the Town Administrator prepared of Non Residents that need permission to speak at Town Meeting. That list was subsequently passed on to the Moderator.

The Board went through the warrant articles, deciding who would move and second the articles.

**5:30 p.m. Meet with Jim Lambert, Moderator, to review Warrant for Town Meeting**

The Moderator's concern is that there is a plaque on the wall that says cafeteria seating capacity is 60 people. The Town Administrator will contact Ed White the Fire Inspector and make sure that we get our temporary occupancy permit for 80- 1000 people. The reason town meeting can hold more is because of the configuration of the seating and the room.

Mr. Lambert made the Board aware that while he was setting up the ballot box at the election it collapsed. Rose Thibeault offered to stop by the woodshop at the school to see if they would make us two new boxes. Mr. Lambert is keeping the boxes through Saturday's town meeting and then he will have them returned to the town.

Mr. Lambert noted that he is having difficulty getting Town mail from LGC. Mr. Lambert had requested (2) copies of "Running Town Meeting Effectively" and only got them yesterday even though they were postmarked February 27<sup>th</sup>. Selectperson O'Keefe asked the Town Administrator if she can make a call. The Town Administrator noted that this is exactly why we

obtained the mail box that is now in the lobby of town hall. The Town Administrator will make sure that Mr. Lambert is issued a key to the mail box and a code to the front door.

Mr. Lambert noted that he has received a written application for recount. Mr. Lambert called the Secretary of State's Office today to speak to Mr. Scanlon. He asked about custody of the ballot box because its custody has been challenged. The ballot box is at the Police Department until the recount takes place. The Board of recount consists of Moderator, Town Clerk, and Board of Selectmen. Since one of the Selectmen is the incumbent the Moderator will have to appoint someone in her stead. He will be asking Marshall Buttrick to serve in that capacity. Selectperson O'Keefe asked why he chose Mr. Buttrick instead of the last Selectman to leave office? He noted that the Town Clerk suggested Mr. Buttrick and the Town Administrator pointed out that there is no requirement to use a former selectperson. The question was asked "what if there is a challenge to the Board of Recount". Mr. Lambert answered that it is too bad it is their legal responsibility to serve on the Board of Recount.

Mr. Lambert explained the way the recount will work. The recount will be called for sometime between Monday and Saturday of next week. There were 353 ballots cast. They will be divided between the (5) people on the Board of Recount. Both the incumbent and challenger can have a person counting, so there will be (10) people watching and (5) actually counting. Mr. Lambert is not sure if he will have each counter separate the votes for each candidate and then count them or if they will use hash marks and just count the ballots. Chairperson Bergeron requested that the two Board members not sit together at the recount. There was some discussion regarding whether Mrs. Bergeron continues to serve as Selectperson until the recount results are known. the Town Administrator pointed out that if a different person is declared elected after the recount, and no appeal is filed then that person may be sworn in on the sixth day after the recount. This is because RSA 669:34 gives 5 days to appeal to the Superior Court.

#### **6:20 p.m. Meet with Diane Steele to discuss High Street**

Ms. Steele is basically coming to find out status of High Street. She went to Town office to ask when the snow was going to be removed from the slope. She thought that the Highway Department was not supposed to let the snow build up. There was some talk that the Highway Department had a snow blower that could be used. The snow is gone now and she realizes that it is a moot point. She pointed out that the Board was going to meet with the Governor and that hasn't been done yet. Ms. Steele also stated that the Board had said that they needed to wait until town meeting to get the money and there is nothing on the warrant. The Board does not remember saying anything about waiting for town meeting.

Ms. Steele told the Board that they've made her parents feel like it was their fault and they made them wait an hour and a half outside in the cold and then never apologized. Selectperson O'Keefe did apologize and note that no one thinks this is the Alix's fault.

Selectperson O'Keefe and the Town Administrator explained that they are still waiting for a meeting with the Governor. The Governor did put 12 ½% match in his operating budget (in Homeland Security & Emergency Management budget). The Board will be requesting that he match the additional 12 ½ % match required. If the Governor says no the Board could request the money from their unreserved fund balance, which would have to be approved in writing from the NH Department of Revenue Administration. Chairperson Bergeron noted that she would not support requesting use of fund balance unless the Board held an informational meeting for residents, even though that is not required. She feels that it is taxpayers money and the taxpayers should be notified.

Ms. Steele left the meeting and the Board discussed the Final Engineering Proposal for High Street as submitted by Headwaters Hydrology. The Board reviewed the proposal and the Town Administrator reminded them that we still have to secure the funding. The Board would like the Town Administrator to try to set up an appointment with the Governor, again. If we don't hear from him by Tuesday, March 22, 2011, the Board will discuss their next option.

#### **New Business**

##### **Review and discuss Robinson family fire**

Selectperson O'Keefe will take care of this personally

**Review and discuss status of Adams Hill Water Tower and fire flow study**

The Board wants a fire flow study that includes removal of Adams Hill Tower and inclusion of GEVD, Pilgrim Foods additional flow and the needs of the Village. Talk to Carla about status of report on Adams Hill Water Tower.

**Review & discuss Paul Roux's email recommendation that the Town send someone to represent the Town at the EPA sponsored "Small MS4 Stormwater General Permits and Low Impact Development (LID) Training Clinics for Municipal Officials in New England"**

The Selectmen would like the Road Agent, or his designee, to send someone to this training.

**Review and discuss sending Fieldstone Land Consultant's Hemlock Hills Low Pressure System Design Report to David Hughes for review & comment.**

The Board would like the Town Administrator to get a price from Woodard & Curran on evaluating this system for our operation. The Board would like the Town Administrator to notify Chad that they will be expected to pay for this evaluation.

**Review and discuss RTK request from Pilgrim Foods**

The Town Administrator made the Board aware that she had a formal Right to Know (RTK) from Pilgrim Foods for all information pertaining to the 5-lot subdivision next to Panda Wok. The Town Administrator noted that she has fulfilled the request except for some plans that are over-sized and have to be copied at Kinko's or Staples.

**Review and discuss request for Raffle Permit**

The Town Administrator made the Board aware of a written request for a raffle permit. The Knit for a Cause group that meets at the Library wants to hold a raffle in conjunction with the Library's book sale. The Board reviewed, approved and signed the raffle permit. The Town Administrator will make sure the organization gets their permit.

**Review and discuss Town Administrator attending the NHGFOA annual meeting & seminar**

The Board reviewed the Town Administrator's request to attend the NH Government Finance Officer's Association Meeting in North Conway. The cost is \$160 and includes attendance, one night's stay and all meals. The Board approved attendance on May 5 and 6.

**Old Business**

**Review and discuss the invoice from Fieldstone Land Consultants.**

The Board reviewed the invoice again. Their original agreement was to pay \$600 for the drainage study. The Board instructed the Town Administrator to cut a check for the \$600 and send the letter she prepared for their signatures outlining their feelings on the \$2700 invoice.

**Review, discuss, approve and sign Headwaters Hydrology's Proposal for High Street Slope Stabilization Final Design, Permitting and Bid Assistance**

The Board is not willing to sign off on this agreement until they have locked down the funding.

**Review and discuss settlement agreement with Pilgrim Foods for hydrant flushing (may require Non Public Session)**

The Board briefly discussed their attorney's recommendation

**Review and discuss Attorney Sargent's email (may require Non Public Session)**

The Board briefly discussed their attorney's recommendation

**Review and discuss recommendation from Woodard & Curran to accept GEVD's water system**

The Board would like the Town Administrator to contact Mr. Fedder, at Woodard and Curran, and request written comments on his list about swales, paving, cracks and drainage. The Board is fine doing this through email.

**Signature Folder**

**Review, approve and sign check manifests**

The Board reviewed, approved and signed the check manifests

**Review, discuss, approve and sign Wilton Recycling contract**

Chairperson Bergeron signed the contract. (Selectperson O'Keefe and Selectman Blease voted to authorize her to execute the contract at the last meeting which Chairperson Bergeron could not attend)

Meeting was adjourned at 7:30 p.m.

Minutes submitted by: Kelley Collins/Town Administrator

Approved by:

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Brenda Bergeron/Chairperson

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Kelle O'Keefe/Selectperson

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Scott Blease/Selectman