

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

Call to Order at 3:33 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 Selectwoman Bickford, 2nd by Selectman Reardon, to have Carla Mary remain Chair of the Board of Selectmen.

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

Meet with Chief McTague:

Chief James McTague joined the meeting to discuss a recent event. He explained that a private individual promoted, via social media, a car show on Main Street this past Sunday, with roughly 200 attendees' cars in the vicinity over the course of the day. Additional officers were scheduled, which results in additional cost. Chief McTague recommended first that a vendor's permit be required for any temporary vendors, such as food trucks. The Town Administrator noted that any mobile vendor should have a State-issued Hawkers & Peddlers permit. Selectwoman Bickford discussed how Facebook is not an official communication channel, and that this type of event could occur without the Town having any advanced knowledge.

Secondly, Chief McTague recommended the Selectmen consider adopting a "Special Event Permit", and provided copies of several local permit applications and/or ordinances. This would allow the prohibition of using Town roadways for an event without a permit. Without such an ordinance, he discussed the Police Department's lack of authority to shut down such an event unless things got really out of hand. He discussed Temple's adoption of a special event permit several years ago to manage the challenges and costs associated with charity events. Selectman Reardon questioned the cost to the Town for Sunday's police coverage. The Chief said the PD Administrator could determine the exact amount, but it required 2 officers in on overtime and himself as a salaried employee (in addition to the regular coverage for the day). The Town Administrator and Selectmen agreed to review the different examples provided and discuss at a future meeting. Selectwoman Bickford expressed that it was not her desire to prevent special events, but wanted the ability to refuse an event the Town couldn't handle. Upon quick review, Selectman Reardon liked the Temple permit and that there was a cost to obtain. Chief McTague noted that the cost of this recent event was shared by Temple, and Selectwoman Bickford noted she had heard complaints about that. Selectwoman Bickford discussed a desire to keep the 3rd of July festivities primarily for Town residents.

When considering adopting a vendor permit, Chief McTague recommended an exemption for things like Children's lemonade stands. The Town Administrator said she would scan the examples provided by the Chief and email them to Selectwoman Bickford and Chairperson Mary.

The Town Administrator relayed a question by a resident about limiting commercial vehicle parking on Main Street, and the response from State DOT that such restrictions would be local option. Chief McTague discussed options including no overnight commercial parking and/or no idling ordinances. He discussed the lack of white lines as being an issue for enforcing the State parking restrictions on Main Street. The Town Administrator said she would inquire to the State about repainting. The issue of GPS directing truck traffic onto Mill then Main Street was discussed, as well as erecting signs to mitigate the problem. The Town Administrator discussed the process for obtaining approval to erect signs in the State ROW.

Selectwoman Bickford was thankful that order was maintained during the unsanctioned public event, and no serious incidences or damage occurred. She expressed her appreciation to the Chief and the whole department for their hard work.

Wilton Selectmen's Inquiry Regarding Joint Building Inspector

The Town Administrator relayed a call she received from Paul Branscombe, Wilton's Town Administrator, regarding an inquiry by the Wilton's Board of Selectmen whether Greenville would have any interest in sharing a Building Inspector, as they are also struggling to permanently fill the position. She discussed the current part-time nature of the position in Wilton, and her concerns that a near full-time position results in applicants who use it as a stepping stone to a full-time job, creating a revolving door. She explained that perhaps, in the future, we could budget for 25% of a benefitted position that could be shared, but we do not have that budget available this year. Selectwoman Bickford questioned if there was any option to use an outside contractor for inspections, and charge inspection fees to cover the cost. The Town Administrator was familiar with Municipal Resources Inc. (MRI) providing Interim Building Inspectors, but was concerned that the cost would be prohibitive. She explained that the building permit fees are meant to roughly reflect the time and cost involved in inspection, but would not cover the higher cost of a contract building inspector. The Selectmen discussed and agreed that there was little benefit and several challenges to a shared part-time position, and that they would not be interested in pursuing a collaboration at this time.

Utility Partners Monthly Operating Report

The Selectmen reviewed Utility Partners Monthly Operating Report for February. The Town Administrator reported that Steve Clifton of Underwood Engineers had been in contact with the EPA and that she was anticipating news soon about the river study data and its impact on the NPDES permit.

79-e Application Development

The Town Administrator discussed the need to develop an application now that the Chapter 79-e tax incentive had passed at Town Meeting, and suggested that the economic development citizens' group she had been meeting with would be willing to compile a first draft using examples from other towns. The Selectmen supported the group putting together the initial draft application. Selectwoman Bickford questioned the timeline for the draft, and the Town answered that she would have a goal of a 1st draft by June.

COVID-19 Updates

The Town Administrator discussed the recent revision of New Hampshire's guidance regarding quarantine after domestic travel from "required" to "recommended".

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to align the Town's COVID-19 Travel Policy with the State guidance regarding quarantine after travel.

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

The Selectmen discussed various potential dates for fully reopening Town Hall to the public with the continued use of CDC protocols. The Town Administrator recommended at least a one-week advanced notice to the Town Clerk/Tax Collector's Office. The need to limit capacity in order to maintain social distancing was discussed.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to reopen Town Hall for regular office hours starting April 5, 2021 with social distancing and masking to remain in effect.

Defender Fire Raffle Permit Application

The Selectmen reviewed a raffle permit for Defender Fire Company, and an email from Mike Ricker, General Counsel for Primex, regarding the general liability issues when a separate entity is so closely tied to a Town department, in this case the Greenville Fire Department. The Town Administrator discussed the status of Defender Fire's registration with the Secretary of State's Office, which had lapsed but was in process of renewal. She relayed her conversation with Mr. Ricker, which focused on the greater risk of liability associated with facility use, events, and employees, and his limited concerns about the raffle itself. Selectwoman Bickford felt that the entity needed an up-to-date business registration to be issued a raffle permit. The Town Administrator offered to provide that with the signature folder documents when received. Selectwoman Bickford questioned if proof of insurance could be required, and the Town Administrator answered that we do not require such from other raffle applicants.

Set Bond Amount for Greater Waste Water Main Extension

The Selectmen reviewed a recommendation by Ben Dryer of Underwood Engineers regarding the bonding of the water main extension work in the public right-of-way for the Greater Waste Solutions property. Selectwoman Bickford questioned if there would be public notification to those whose water service might be affected during construction. Both the Town Administrator and Selectman Reardon believed the interruption, if any, would be very brief, but the Town Administrator agreed that she could put a notification on the website when the work schedule was known.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to set the bond for the Greater Waste water main extension at \$200,000, with monthly interval reductions for work completed, and a retainage of \$10,000 for 1 year from the date of substantial completion.

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

Abatement Recommendation: PSNH

The Selectmen reviewed a recommendation by Gary Roberge, Sr. Utility Assessor for Avitar Associates, Inc., for the abatement of land assessments that were duplicated on Map UTIL Lot PSNH when previously assessed on Map 3 Lot 1-3 and Map 6 Lot 57.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to abate \$110,600 of assessed value from Map UTIL Lot PSNH, Tax Year 2020.

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

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to approve the minutes of the March 10, 2021 meeting.

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

Miscellaneous

The Town Administrator reported that the meeting room would be ready for the Selectmen's next meeting on April 14th. She noted that with a quorum of the Board physically present, the meeting location would be open to the public.

Signature Folder**The Selectmen:**

- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved an appointment: H. Schoff, Beatification.
- Reviewed, discussed, and approved Purchase Orders: Meeting Room WA.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn the meeting at 4:56 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/Selectman



Margaret Bickford/Selectwoman