

**Town of Greenville  
Board of Selectmen  
Minutes – May 26, 2021**

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to call the meeting to order at 6:01 p.m.  
Motion carried with 2 in favor, none opposed.**

Call to order in the Town Hall Meeting Room, 46 Main Street, Greenville. Present: Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

**Meet with Kenneth Mayne**

The Board met with Kenneth Mayne, their recent appointee to the Mascenic School Board. Mr. Mayne introduced himself, and discussed his experience in the education field, which included running a private school and working as a payroll administrator for a Massachusetts school district. He discussed his current position as an Implementation Specialist with Tyler Technologies, which is the vendor for Mascenic's financial software, and how his understanding of the system's will help him understand the financial reporting available. He noted that the District's Payroll Administrator was leaving, and discussed the critical nature of that position. The Town Administrator inquired if that was in addition to the Business Administrator, whom she had also been noticed was departing. Mr. Mayne confirmed both the BA and the payroll staff person were leaving.

Selectman Reardon asked Mr. Mayne how long he had been living in Greenville, and he answered he had been here just over 1 year. He discussed how he had been getting involved in the community, and how he was approached by Steve Spratt about filling the vacancy on the School Board. Selectman Reardon asked if there were any particular issues Mr. Mayne was focused on, and he answered financial management. Selectman Reardon questioned how he felt about CRT 1619. Mr. Mayne answered that he was not informed enough on the subject to have formed an opinion, but if it became an issue the School Board needed to make a decision about, he would learn about it to make an educated decision. Selectman Reardon indicated he would want to be made aware if that issue was being discussed at the District level. Mr. Mayne discussed how most curriculum issues are State or federally mandated. Selectman Reardon wanted it noted that given Mr. Mayne's responses, he would change his abstention on Mr. Mayne's appointment to a yes vote. Selectwoman Bickford asked what priorities the District should focus on. Mr. Mayne felt it was critical to find a solid payroll person, and to make plans to emerge from the COVID crisis. For him personally, he discussed his intent to use the 9 months as an interim to learn before deciding whether to run for the position. He discussed his time constraints due to work and how they impact taking on other Board duties.

Mr. Mayne inquired if this type of appointment had been made before, and the process that was followed at that time. Selectman Reardon could not recall having made an appointment to the School Board in his time on the Select Board. The Town Administrator answered that she had researched and found one instance in the past 10 years where a School Board rep had been appointed. She relayed that the Board at the time had contacted a long-serving former rep, and when he declined to accept an appointment, the vacancy was posted in the same way as this current search was conducted. Mr. Mayne inquired about the status of the petition regarding traffic safety concerns in the area of the Country Mile and Dollar General. The Town Administrator reported that she had received confirmation from the State

that the traffic count wires were placed by the State and that their analysis is complete and they will be issuing a response. The Board thanked Mr. Mayne for his time in coming to meet with them.

### **Special Event Policy & Application**

The Selectmen reviewed the draft Special Event Policy for a second reading and the proposed application for administering the policy. The Town Administrator reported that she had not received any public comment regarding the Special Event Policy, but that she was anticipating an event application for a charity car show to be held at the Legion field as soon as the policy and application were adopted. Selectwoman Bickford thanked the Town Administrator for her work on this project.

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to adopt the new Special Event Policy and application as written.**

**Motion carried with 2 in favor, none opposed.**

The Board discussed whether to move forward with Old Home Day this year. Selectman Reardon agreed that his family would be willing to provide the BBQ again and donate the proceeds. The Board selected August 21, 2021 as the date for the event. Vendors and arrangements for July 3<sup>rd</sup> were discussed.

### **H2O Innovation Monthly Operating Report**

The Selectmen reviewed the April 2021 Operating Report provided by Brian Golec of H2O Innovations. The Town Administrator discussed an application she had filed with Senator Shaheen's Office seeking congressionally directed funding for the Chemical Feed Building anticipated to be built to resolve the NPDES Permit Administrative Order. The Town Administrator relayed that Mr. Golec had requested the Board consider the option of installing the approved replacement PRV in Pilgrim Foods, and transitioning maintenance responsibilities to the company, but in discussing with Chairperson Mary, she learned that the Old Wilton Road water line might not be able to handle the existing ambient pressure.

### **Health Insurance Policy Revisions**

The Selectmen reviewed the draft proposal for changes to the health insurance section of the Personnel Policy, including the addition of a "Payment in Lieu of Insurance" (opt-out) discussed at the previous meeting. Selectwoman Bickford expressed surprise at the current contribution amounts. The Town Administrator responded that historically, public sector employment has provided generous benefits but lower over-all pay than the private sector. The Selectmen decided to table the matter until the next meeting.

### **Resignation D. Butcher**

The Selectmen reviewed a letter from Deb Butcher, Administrative Assistant to the Planning Board.

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to accept with regret the resignation of Deb Butcher effective May 28, 2021.**

**Motion carried with 2 in favor, none opposed.**

### **Parking Lease**

The Selectmen reviewed the Parking Lease being negotiated between the Town and the owners of 47 Main Street and related dam property, Jason and Kathryn Seymour. They also reviewed a list of requests from the owners, specifically no overnight parking signs, a Town-maintained trash can, and assistance

from the Highway Department in placing jersey barriers at the edge of the Main Street parking spaces. Selectman Reardon express that all the requests were reasonable.

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to authorize the Town Administrator to sign the proposed parking lease with the owners of 47 Main Street.**

**Motion carried with 2 in favor, none opposed.**

**7:00 p.m. – Public Hearing for Hazard Mitigation Plan Update Acceptance**

Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to open the Public Hearing for the Hazard Mitigation Plan Update at 7:02 p.m.

Emergency Management Director Ed White and Deputy EMD Helen Burke stated that they were here to answer questions if any because they worked on the plan. There were no members of the public present, and no questions. Selectman Reardon read the adoption resolution, as follows, into the record.

**“WHEREAS**, the Town of Greenville has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation Plan Update 2021 under the requirements of 44 CFR 201.6; and

**WHEREAS**, public and committee meetings were held between February 19, 2020 and September 2, 2020 regarding the development and review of the Greenville Hazard Mitigation Plan Update 2021; and

**WHEREAS**, the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedure for the Town of Greenville; and

**WHEREAS**, the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the Town of Greenville, with the effect of protecting people and property from loss associated with those hazards; and

**WHEREAS**, adoption of this Plan will make the Town of Greenville eligible for funding to alleviate the impacts of future hazards; now, therefore, be it **RESOLVED** by the Board of Selectmen:

1. The Plan is hereby adopted as an official plan of the Town of Greenville;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.

**IN WITNESS WHEREOF**, the undersigned has affixed his/her signature and the corporate seal of the Town of Greenville this 26 day of May, 2021.”

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to approve the resolution to adopt the Greenville Hazard Mitigation Plan Update for 2021.**

**Motion carried with 2 in favor, none opposed.**

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to close the Public Hearing at 7:06 p.m.**

**Motion carried with 2 in favor, none opposed.**

Selectwoman Bickford inquired what the accountability would be for the plan now that it has been adopted. The Town Administrator suggested that it could be added to the Selectmen's agenda annually for review of completed or in-process projects. The Town Administrator discussed the Highway Department generator, spearheaded by Mr. White, as an example of a goal from the prior plan that was achieved. Mr. White discussed a new project he was exploring to put a solar back-up system at one of the water towers. He relayed that he could now focus on Emergency Management, and would work with the Town Administrator to advance the recommended actions and hold the responsible parties accountable. Selectwoman Bickford questioned how replacement of aging infrastructure is tied to this plan. The Town Administrator and Mr. White explained that the plan is aimed at preventative actions to mitigate the risks of natural and man-made hazards, and while there is some overlap, the plan is not a capital improvement plan. Selectwoman Bickford stressed the need to invest in our aging infrastructure. Selectman Reardon thanked all who worked on the Hazard Mitigation Plan, acknowledging the challenges of completing the required meetings during the pandemic. Mr. White noted that it was now time to begin the Emergency Operations Plan update.

### **Planning Board Applicants**

The Selectmen reviewed letters of interest from Jason and Kathryn Seymour as volunteers to serve on the Planning Board. The Town Administrator expressed that she was unaware of another instance where married individuals had served on such a board together here in the recent past, but that there are no rules against it. The Selectmen had no objections. The Selectmen directed the Town Administrator to review the current term expirations of sitting members and bring appointments of varying lengths for Mr. and Mrs. Seymour.

### **Signature Folder**

#### **The Selectmen:**

- Reviewed, discussed, and approved the minutes of the May 12, 2021 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: Highway, Fire Dept.
- Reviewed, discussed, and approved Raffle Permit: Valenti/Make-a-Wish.

**Motion by Selectman Reardon, 2<sup>nd</sup> by Selectwoman Bickford, to adjourn the meeting at 7:31 p.m.**  
**Motion carried with 2 in favor, none opposed.**

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', written over a horizontal line.

Margaret Bickford/Selectwoman