

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
March 23, 2011
Minutes

4:00 p.m. Open Meeting

Selectperson O'Keefe made a motion to open the meeting at 4:03 p.m. Selectman Blease seconded. Vote: 2-0

In Attendance: Selectperson O'Keefe, Selectman Blease, Town Administrator, Kelley Collins, Water & Sewer Operations Manager, Carla Mary, and 2 people in the audience.

Absent: Chairperson Bergeron was absent due to illness

4:00 p.m. Meet with Water & Sewer Operations Manager, Carla Mary, to discuss status of Adams Hill Water Tower report; water lagoon dredging, approve consumer confidence notice, etc.

Pilgrim Foods had (4) violations in the month of February. The information has been sent to Attorney Sargent. On the 25th of January Charlie instructed them to increase flows. Selectperson O'Keefe noted that this is the cycle - they are going to truck the stuff off and they don't and then they increase flows to us and sometimes that causes us to violate our permit. The letter of violation will not be sent until we hear from Attorney Sargent.

Filters at the Water Plant – because of the increase in water flows from Pilgrim Food and GEVD the filters are only lasting 5 hours instead of 10 hours on one and 12 hours on the other. We had these filters tested and they are fouled up. The small holes in the plate are fouled up and they need to be cleaned. It would have to be done on the weekend during low flows. If we don't do it we are down to 125 gallons a minute from 295 gallons a minute. The Board approved the Operations Manager obtaining pricing on cleaning the plates.

Adams Hill Tank – We received the report back on the viability of the tank and Utility Service Co. Inc. believes it is salvageable. Their price is up to \$300,000 to rehab. The Operations Manager, Carla Mary, will be holding a conference call with Paul Roux and Toby Fedder. The Town Administrator has a copy of the full report. We are losing about 5 gallons per minute from the tank and we will have that fixed once the ice is out of the bottom of the tank.

Local Limits – A portion of the \$180,000 warrant article was for David Hughes to figure out our local limits. We will be setting the limits of discharge we can take. The Board gave the approval to proceed with this.

Water Lagoon Cleaning – From last Fall through now they have been trying to find a place to have this disposed of. It is high in arsenic and beryllium. We have to pay \$58/ton and there are 450 tons. Without arsenic it would be about \$7/ton. The Operations Manager has a quote for \$48,715 to do the work. These have not been done since they were built in the 1960s. We just put \$150K in the expendable trust so there is money to do this work. Selectperson O'Keefe made a motion to approve and authorize Selectman Blease to sign the Northern New England Field Services, LLC contract for the dredging of Lagoon 1 at the Water Treatment Plant. Selectman Blease seconded. Vote: 2-0

Fire Flow Testing – the issue did come up instead of doing fire flow testing we would do a full Hydraulic distribution model. The Operation Manager's problem with doing just a fire flow study is that this would only be a spot check of one point in time and on another day at another time the findings could be different. The model would provide mapping and a model where you can plug different scenarios, for example leaks, or the tank being out of commission. This would also be paid for out of the expendable trust fund. The Operation Manager will contact Headwaters Hydrology, Underwood, Woodard & Curran and Wright & Pierce.

Consumer Confidence Report – The Board had already reviewed the CCR. Selectman Blease made a motion to send the CCR to residents on the system. Selectperson O'Keefe

seconded. – Vote: 2-0.

New Business

Review and discuss placing assessments on website or making assessments available on-line

The Town Administrator noted that we can put our current assessments on-line and it would just cost our labor to maintain. The problem is that the list would not stay current as we get transfers of property every week. We could also purchase a service from Avitar to make our assessments available on-line but there is a cost of \$1100 per year. The Town Administrator is concerned because town meeting cut the assessing line item by \$21,737 and she isn't sure we can afford an additional \$1100 expense to that line. The Town Administrator suggested putting assessments on the town website for now and review budget in 6 months to see if the budget will stand \$1100 to have Avitar do this. (August meeting) The Board agreed.

Review and discuss Winter Maintenance, Snow and Ice Removal Policy and Vehicle Maintenance Policy, as requested from Road Agent

The Road Agent submitted the policies for the Board's review. The software program is fine. Each vehicle should have a criteria. The Board would like to see the Road Agent at their first meeting in April (April 13, 2011)

Review and discuss deed for Police Station Building as drafted by Judge Taft

The Town Administrator asked the Board how they want to proceed with the purchase of the Police Station building? The Board would like the draft deed, prepared by Judge Taft, sent to Attorney Bedard for his review and have him handle the closing, etc.

Review, discuss and sign letter to Representative Huxley

Based on comments at town meeting the Town Administrator drafted a letter to Representative Huxley regarding his lack of participation in Concord. The Board would like to hold onto the letter for a few weeks and review it.

Review, discuss and sign letter to Steve Hamilton/Director of DRA Property Appraisal Division asking to withdraw our request for change in assessment review year

The Board reviewed and signed the letter.

Review and discuss Pool Manager application/interview process

The Board reviewed and discussed the process for choosing a Pool Manager. The Board of Selectmen and Mr. Miller will interview. The Board would like to solicit more than two applications. The Town Administrator will fax the job posting to the schools in the Mascenic, ConVal and Milford districts in the hopes of attracting a teacher or para-professional that is off during the summer and interested in the Pool Manager position.

Review and discuss Selectmen appointees to Boards and Chair

Selectman Blease made a motion to make Selectperson O'Keefe the Chair for 2011. Selectperson O'Keefe seconded. Vote: 2-0

Review and discuss 2011 appointments

The Board reviewed, approved and signed the following appointments:

- Planning Board – Ted deWinter - 2014
- Emergency Mgmt Director – Marcel Bernier - 2014
- Assistant Emergency Management Director – Timothy Johnson - 2014
- Planning Board – Jonathan Bouley - 2014
- ZBA – Alternate Member – Annette Gallagher - 2012
- ZBA – Alternate Member – Debbie Reardon - 2013
- ZBA – Alternate Member – James Stimans - 2013
- ZBA – Member – Elisa Fitzgerald - 2014
- Conservation Commission – Barbara Guay – 2014
- Beautification Committee – Christine Johnson - 2014
- Beautification Committee – James Lambert – 2014
- Beautification Committee – Deb Spratt – 2013
- Beautification Committee – Pat Godbout - 2013

Holiday Committee – Tracy Renshaw – 2014
Holiday Committee – Christine Johnson – 2013
Holiday Committee – John Reed – 2014
Recreation & Parks – Tom Higgins – 2014
Recreation & Parks – Annette Gallagher – 2013
Recreation & Parks – Carol Russell – 2014

The Board tabled the following appointments:

Fire Chief – James Stimans – 2012 – tabled pending annual performance review with Fire Wards
Recreation & Parks - Lauren Nelson 2012
Fire Station Committee – Debbie Bouley and Charles Buttrick

Old Business

Review and discuss the invoice from Woodard & Curran for Pilgrim Foods 2010 overflow to WWTF - tabled

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

The Board agrees that they cannot sign the contract for this work until they secure the additional fund to match the grant. The Board has a meeting with Senator Bragdon on Friday at 4:00 p.m. Chairperson O'Keefe wants to continue to pursue the money and get whatever we can from the State - \$359,531.75. In good faith, Chairperson O'Keefe makes a motion to petition Department of Revenue Administration as a back- up for the 25% match. Selectman Blease seconded. Vote: 2-0.

Review and discuss settlement agreement with Pilgrim Foods for hydrant flushing

The Board reviewed and signed the settlement agreement with Pilgrim Foods for hydrant flushing.

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

Tabled

Signature Folder

Review, approve and sign check manifests

The Board reviewed and signed the check manifests

Review, discuss, approve/deny, and sign March 9, 2011 Selectmen's Meeting minutes

The Board reviewed, approved and signed the March 9, 2011 minutes

Review, discuss and sign MS2 (Report of Appropriations Actually Voted) for Department of Revenue Administration

The Board reviewed and signed the MS2

Review, approve/deny PO for Recreation & Parks for toilet lids, pre-season filter work, pre-season start up and pressure test

The Board reviewed, approved and signed the purchase orders for the Recreation & Parks Department

Review, approve and sign absentee form for Road Agent

The Board reviewed, approved and signed the absentee form for the Road Agent

Review, approve/deny and sign Junkyard License Renewal

The Board reviewed, approved and signed the renewal of a junkyard license

Non Public Sessions under RSA91-A:3, II

Personnel Matter – RSA 91-A:3, II (a)

Chairperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (a) at 5:56 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes.

Chairperson O'Keefe made a motion to leave Non Public Session at 6:10 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes.

Building Violation – Antiques Mall and Collectibles of New England

On Tuesday, March 22, 2011 the Town sent the owner of Antiques Mall & Collectibles a certified letter making her aware that her residency in a commercial building must be approved by the Planning Board as a "change in use". Subsequently, we received a letter from Ms. Kosinski listing some requests and making some statements about our Building Inspector's letter. Ms. Kosinski brought her correspondence to the town hall today at approximately 2:05 p.m. She had a copy for the Selectboard, Building Inspector and Town Counsel. I told her I would sign for the one for the Selectboard as I represent that office during business hours. I explained I did not feel comfortable signing for the Building Inspector's copy nor Town Counsel, as I would not know until I spoke with the Board which attorney they might use. Ten minutes later Ms. Kosinski came into my office again and asked me for the address of Town Counsel. I again said that I could not give an address until the Board selected an attorney. She again asked me to sign, for receipt, of the town counsel letter. I felt harassed at that point and went ahead and signed that letter.

The Board asked that a copy of these letters be sent to Attorney Biron Bedard for his review. Attorney Bedard will deal directly with Ms. Kosinski's attorney and this item will be done as a non-meeting in the future as it is now covered under attorney/client privilege.

This meeting was adjourned at 6:10 p.m.

Minutes prepared by: Town Administrator, Kelley Collins

Approved by:


Kelle O'Keefe/Chairperson


Scott Blease/Selectman

Brenda Bergeron/Selectperson