

**Town of Greenville  
Board of Selectmen**

**Minutes – November 9, 2022**

Call to order at 6:00 p.m. in the Town Hall Meeting Room, 46 Main Street, Greenville. Present: Chairperson Carla Mary, Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

**Old Business**

None

**New Business**

**2023 Budgets – Executive, Building Inspector**

The Selectmen reviewed the Executive budget. Chairperson Mary asked if the salary increases reflected were the recommended 4% COLA, and the Town Administrator answered that they were. The Selectmen discussed the potential of increasing the Selectmen's salary line. Chairperson Mary indicated she would support the others' recommendation, as she did not anticipate continuing in the position next year. The Selectmen agreed on an increase of \$1,500 (to a total of \$9,000).

The Selectmen reviewed the Building Inspector budget. Selectman Reardon, in his capacity as Building Inspector, discussed the increased number of hours with taking on Fire inspections, including boilers and DCYF home visits, and the increased building activity in Town. The Town Administrator concurred, noting that the Town had approximately 60 active permits currently. There were no objections to the recommended increases from Chairperson Mary or Selectwoman Bickford.

**Preliminary DRA Sales Assessment Ratio**

The Selectmen reviewed the Department of Revenue's Preliminary Sales assessment Ratio, which was 56.5%. Some large commercial sales were noticed, which the Town Administrator believed were large multi-family properties.

**Avitar Revaluation Agreement**

The Selectmen reviewed the revaluation year contract from Avitar. The Town Administrator discussed the need to include the amount in the regular budget, as the 5-year revaluation is a statutory requirement, and funding through a warrant article, if disapproved, would trigger the no is no provision.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectwoman Bickford, to approved the 5-year revaluation contract with Avitar in the amount of \$43,800.**

**Motion carried with 3 in favor, none opposed.**

**Roberts & Greene Audit Engagement Letter**

The Selectmen reviewed the engagement letter offered by Roberts & Greene for the 2022 audit. Selectwoman Bickford inquired how the cost compared, and the Town Administrator confirmed that the firm had kept the same pricing as the previous year.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Reardon, to accept the audit engagement letter offered by Roberts & Greene for 2022 audit services in the amount of \$13,000.**

**Motion carried with 3 in favor, none opposed.**

#### **Health Trust Transmittal**

The Selectmen reviewed the HealthTrust transmittal, which reflected an increase of 11.7%. Chairperson Mary expressed surprise at the cost of family plans. The Town Administrator discussed that open enrollment is currently underway, and that future considerations of (plan or provider) alternatives would need to happen months earlier in the year.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Reardon, to authorize Town Administrator Tara Sousa to sign the 2023 HealthTrust transmittal.**

**Motion carried with 3 in favor, none opposed.**

#### **Georges Realty, Chamberlin St. Mill Project – Department Review Request**

The Selectmen looked at plans and a Department Review Sign-Off Sheet from Eckman Engineering, LLC and George's Realty, LLC, regarding a proposed substance abuse medical facility which had been presented conceptually at the Planning Board. The Town Administrator explained that for the formal application, the applicant will need to demonstrate notification of the proposal to various town departments. The Selectmen briefly discussed potential impacts and concerns, including potential increased police coverage needs and traffic, but reserved providing any formal comments at this time.

#### **Greater Waste Solution LLC Public Hearing**

The Selectmen reviewed the certified notice received regarding the DES Public Hearing for the Greater Waste Solutions LLC transfer station application, scheduled for November 30, 2022 at 6:30 p.m., in the former Greenville Elementary School.

#### **Miscellaneous**

The Selectmen reviewed a potential 2022 Town Report cover design utilizing the logo that the 150<sup>th</sup> committee has been using on promotional materials. There were no objections or comments.

The resignation of Miles Horsley from the Planning Board, due to a change in residence, was noted. The Town Administrator also discussed the intent to revive a holiday luncheon the week before Christmas. She showed the Board an example of a plaque for the 150<sup>th</sup> Committee members, as previously discussed, at a total estimated cost of \$513.

The Town Administrator updated the Board on the purchase of 24 & 28 Main St., relaying the extended timeline required for the Phase 2 environmental report, and Attorney Bedard's suggestion that the Town offer to lease the property in the meantime, to reduce the seller's ongoing carrying costs. The Selectmen expressed their willingness to enter such an agreement.

Chairperson Mary announced a recess at 6:54 p.m.

#### **Public Hearings**

Chairperson Mary announced the opening of the first public hearing and read the notice. "The Greenville Board of Selectmen, in accordance with RSA 31:95-b, will hold a public hearing on Wednesday, November 9, 2022 at 7:00 p.m. in the Town Hall Meeting Room, located at 46 Main Street, Greenville, for the purpose of receiving public comment regarding the acceptance and expenditure of unanticipated revenues in the amounts of \$36,771.23, additional Highway Block Grant, and \$67,660.00, Municipal Bridge Aid, from the State of New Hampshire." She invited public comment and questions.

Marshall Buttrick, of 240 Adams Hill Road, inquired if the Selectmen had any intentions for the monies. The Town Administrator discussed that much of the built-up highway block grant funds had been expended for paving, and that this additional block grant will help replenish those funds for future projects. She explained that the Town is still awaiting State guidance on the Bridge Aid, because it is unknown of the funds can be put in a capital reserve account, or if they must be expended, as the Town did not have an imminent bridge project.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectwoman Bickford, to accept the additional highway block grant in the amount of \$36,771.23 and Municipal Bridge Aid in the amount of \$67,660.00.**  
**Motion carried with 3 on favor, none opposed.**

Chairperson Mary announced the opening of the second public hearing and read the notice. "the Board of Selectmen, pursuant to RSA 79-e, Community Revitalization Tax Relief Incentive, will hold a public hearing to consider and receive public comment on an application by Dunster Realty LLC (Dan Hynes, owner), for tax relief under said statute, for 8 Dunster Ave, Tax Map 8 Lot 37B, to determine whether the structure at issue is a qualifying structure; whether any proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration. The application is available for review at the Town Offices during our regular business hours, or at [www.greenvillenh.org](http://www.greenvillenh.org)." The Town Administrator spoke briefly reviewing the requirements and process for a 79- application. Chairperson Mary invited applicant Dan Hynes to present on his application.

Mr. Hynes spoke about different uses which had been considered for the property, the current condition, and explained that, given the limited parking, he was now pursuing a change of use to (multi-family) residential with 9 units. He discussed the necessary investments, including a sprinkler system at a cost of 100K. He explained that the 1<sup>st</sup> the floor would be a garage. Mr. Hynes discussed the State statutes related to workforce housing, believing that this project would likely meet the requirements to be considered such. He anticipated the value of the building would double, at minimum. The details of the units were questioned, and Mr. Hynes listed the anticipated configuration of 1, 2, and 3-bedroom units, totaling 23 Bedrooms and 10 baths.

Selectman Reardon expressed concerns about the provided cost numbers being too conservative, given the needed upgrades to water and electric service, installation of HVAC, and number of fixtures.

Deputy Fire Chief Charles Buttrick inquired about updated submissions to the Fire Department. The Town Administrator indicated that any such updates would be part of the Planning Board process, not the 79-e application.

Pedro Sousa, of 83 Mill Street, noted discrepancies between the information posted with the application on the website, and the presented by the applicant. He questioned the available parking, and if the applicant's calculation of available spaces was indoor and/or outdoor. Mr. Hynes answered that there are 25 parking spaces around the exterior of the building.

Chairperson Mary questioned the history of the building. Marshall Buttrick indicated the building dated to the early 1900's, and had had many uses, including as a grain store, liquor store, and the former Pioneer Plastics. He expressed that the proposal was too "nebulous", and suggested that the Planning Board site plan process be concluded before a decision was made on the 79-e application. Mr. Hynes expressed that he had not anticipated that the 79-e application would be taken up so quickly, and stated that he would be willing to waive the statutory timeline for a decision until the Planning Board approval process was complete.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectman Reardon, to continue the hearing until June 25, 2023 at 3:30 p.m. in the Town Hall Meeting Room.**

**Motion carried with 3 in favor, none opposed.**

**Signature Folder**

**The Selectmen:**

- Reviewed, discussed, and approved the minutes of the October 26, 2022 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: TGPD.
- Reviewed, discussed, and approved Donation Acceptance: AVS, Inc.

**Motion by Chairperson Mary, 2<sup>nd</sup> by Selectwoman Bickford, to adjourn at 7:31 p.m.**

**Motion carried with 3 in favor, none opposed.**

Submitted by: Tara Sousa/Town Administrator

Approved by:

  
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Carla C. Mary/Chairperson

  
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Douglas A. Reardon/Selectman

  
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Margaret Bickford/Selectwoman