

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
May 11, 2011
Minutes

Worksession:

2:00 p.m. The Board will meet on-site at Greenville Estates Village District with a representative from Underwood Engineering, Toby Fedder/Project Manager from Woodard & Curran, representatives from GEVD and a representative from Park Construction to review the checklist of items that were to be completed prior to accepting the water system

Chairperson O'Keefe and Selectman Blease met with Mr. O'Toole/Underwood Engineering, Toby Fedder/Woodard and Curran, and Tom Plourde/Road Agent to review and discuss the status of the GEVD water main.

Underwood Engineering needs to provide record drawings (as-builts) on paving and trench patch issues on Old Ashby Road. We have the as-builts on the 12 inch main.

There is some patch work on the paving on Old Ashby, a catch basin on Old Ashby and the drainage swale that need work. Mark Norby with Park Construction and Road Agent should get this done by next Friday.

3:15 p.m. Open Meeting

Chairperson O'Keefe made a motion to open the meeting at 3:16 p.m., Selectperson Bergeron seconded. Vote: 3 -0.

In Attendance: Chairperson O'Keefe, Selectman Blease, Town Administrator Kelley Collins, W & S Operations Manager Carla Mary, Toby Fedder/Woodard & Curran

3:15 p.m. Meet with Water & Sewer Operations Manager, Carla Mary and Toby Fedder to discuss change order to Adams Hill Water Tower proposal

Limerick Steeplejack has provided us with a change order for increased cost of work to be done to rehab Adams Hill water tower. The increased cost would be \$45,600. The original cost was \$119,000 plus \$24,000 for engineering costs. Selectperson Bergeron asked what the choices are? Toby Fedder noted that you can purchase a new tank of the same size. That would be about \$225K - \$250K, and another \$20K - \$30K to demolish the existing tank knowing that it has lead paint, or you can spend the \$188,600 to rehab it or you can not do anything for the time being.

There will need to be substantial welding of ¼ inch steel in the existing tank. Carla asked the vendor how much time this will buy us? He thought we could get another 20 years out of the tank and if we continue a program of coating it periodically, maybe another 10 years.

Toby noted that there is a provision in the contract to walk away from the job – we would have to refund the \$10,000 cash bond, with interest and pay any actual itemized costs to-date.

Selectperson Bergeron is not in favor of spending \$188,600 on this 40 year old tank.

Barrett Hill Water Tank – Carla made the Board aware that they just had the Barrett Hill Water Tank inspection completed – it is 11 years old and the cost of recoating the exterior paint is \$80K. This tank was \$700K when purchased and the Town did not spend the money to clear coat it. Toby Fedder noted that this would probably be a \$1million tank today. He said that if you are going to spend money on one tank this year and it's a choice he would take care of Barrett Hill Water Tower.

Toby's recommendation: Review options for terminating Adams Hill Water Tower rehab contract; have W & C give us a price on writing bid docs for coating Barrett Hill Tower (probably under \$5000); there would be bid services and construction services in addition to that. We need a price by next Wednesday. Toby will need to have a paint rep look at existing paint and tell us what paints on the market are compatible with what we currently have.

Carla will be in next Wednesday to discuss the hydraulic distribution model

5:00 p.m. Non Public Session under RSA 91-A:3, II (a) to discuss a personnel matter with the Police Chief, James McTague

Chairperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (a) at 4:56 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; and Selectperson Bergeron – yes.

Chairperson O'Keefe made a motion to leave Non Public Session at 5:27. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; and Selectperson Bergeron – yes.

Selectperson Bergeron made a motion to have Selectman Blease serve as the ex-officio member to the T-G Joint Police Board during Selectperson O'Keefe's May 2011 unavailability, Chairperson O'Keefe seconded. Vote: 2 – yes – 1 abstention.

The Town Administrator will notify the Chair of the T-G Joint Board, Mike Darnell.

5:30 p.m. Meet with Greenville Estates Village District (GEVD) to discuss private hydrant fees

In Attendance for GEVD: Christine Dean, Tara Sousa, Bob Champaign. The Board was very surprised by the hydrant fee. This was implemented after our negotiations and it blindsided us. Mr. Champagne noted that they feel they are an extension of Greenville as they are a village district. He is not sure personally that this should be charged. They don't feel this should be charged at all. People who live on other streets in town their water fees pay for the hydrants on their roads so this is a double charge to them. The town is never going to pay to replace anything on these. These hydrants are connected to GEVD's system - not to the Town's system. GEVD's EPA number is on the hydrants not the Town's. GEVDs hydrant are metered through their pump house unlike the other private hydrants.

Chairperson O'Keefe wants to take this under advisement and refresh their memory on how they billed these.

Rate Change for GEVD.

Ms. Sousa pointed out section VI(B) of the sewer contract says "the rate...shall be reviewed on an annual basis using the existing formula". The Town will not increase or decrease the rate in the future until holding the public hearing. Ms. Sousa noted that the rate has increased by a few cents over the years and the District has never said anything but this increase is from \$5.37 to \$5.91. GEVD billed their residents at \$5.75 so they did not collect enough to fund the \$5.91. Ms. Sousa asked the Town Administrator if she ever read the contract and the TA assured her she did.

The Town Administrator noted that the residential sewer rate payers are paying \$11.70 as of September 2010 and GEVD is unhappy with the rate of \$5.91, which is half of what the rest of Greenville pays.

GEVD would like the rate returned to the \$5.37 rate and a public hearing held as stated in the contract.

The Board agreed to review the contract and took this under advisement.

6:00 p.m. Non Public Session under RSA 91-A:3, II (b) to interview a candidate for the position of Pool Manager

Chairperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (b) at 6:00 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes

The Board offered Ms. Lund the job at \$12 per hour while Pool Manager and \$10 per hour while Lifeguarding. She accepted.

Chairperson O'Keefe made a motion to leave Non Public Session at 6:25 p.m. Selectperson Bergeron seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes

6:30 p.m. Public Hearing on Industrial Wastewater Discharge Class I & II Permit for Pilgrim Foods, a Division of Old Dutch Mustard Co., Inc.

Chairperson O'Keefe made a motion to open the Public Hearing at 6:31 p.m. Selectperson Bergeron seconded. Motion passed: 3-0.

Marshall Buttrick first concern is the duration of it. It expires January 2012. Mr. Buttrick asked if their rate is less/more than other commercial users in town. The Town Administrator noted that this permit was originally opened and had a public hearing and the Board sent it to legal review on December 21, 2009. This past 16 months has basically been an appeal period and the Town has worked with Pilgrim Foods to resolve concerns on both sides. She also noted that it is important that we implement a permit and let it expire so that Pilgrim Foods will complete and updated application for their next permit. (an application for permit must be completed 90 days prior to the expiration of a permit). Pilgrim Foods pays less than Greenville Estates Village District and less than residential users. We do not have any other commercially permitted users.

Mrs. Winslow asked if Pilgrim Food's lagoons are in compliance because during the air quality public hearing it was mentioned that they were not in compliance. The Town Administrator does not believe the lagoons have been brought into compliance but she would have to double check.

The public hearing was left open.

Chairperson O'Keefe made a motion to close the public hearing at 7:31 p.m. Selectperson Bergeron seconded. Motion passed 3-0.

Selectman Blease and Chairperson O'Keefe are taking the permit under advisement.

7:30 p.m. Meet with Building Inspector, James Shultz regarding status of permit(s)/inspections at 5 lot subdivision

The Board met with Jim Shultz/Building Inspector. Mr. Shultz's issue with the Downtown District LLC is that they backfilled the foundation prior to having it inspected. He told them they needed to dig it up. They dug it up and there is a crack in the foundation. Mr. Shultz is requiring that they have a structural engineer, licensed in the State of NH, provide a plan on how they are going to fix the crack.

They are now inundating us with emails.

Chairperson O'Keefe does not want to spend legal funds on this. She wants Attorney Bedard to send them a letter stating that the building issues need to go through the Building Inspector.

The Town Administrator disagrees. She believes the Attorney should be kept in the loop.

Chairperson O'Keefe asked what we can do to help the Building Inspector. Send a letter from Attorney Bedard to them outlining what department's responsibilities are and what the chain of command is, with contact information.

New Business

Review and discuss Water and Sewer rates for 2011 – this item was tabled.

Review and discuss Tim Johnson's interest in serving as Greenville's Emergency Management Director

Tim is starting year three as the Assistant Emergency Management Director. He was involved with both flooding incidents in Greenville. He was involved in writing the revised grant for Richardson Road. He was involved with Livingston Road and White Street. Selectperson O'Keefe asked if he had qualifications. He is only missing NIMS 400 Incident Command. He is willing to take that. Right now he is involved with Civil Air Patrol and that is a requirement for that.

Non Public Session under RSA 91-A:3, II (c)

Chairperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 4:30 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes

Chairperson O'Keefe made a motion to leave Non Public Session at 4:40 p.m. Selectman Blease seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes.

Selectman Blease made a motion to change the locks on the doors in the Emergency Management Office as soon as possible. Chairperson O'Keefe seconded. Vote: 3-0.

Chairperson O'Keefe made a motion to appoint Tim Johnson as Emergency Management Director effective immediately. Selectman Blease seconded. Motion passed 3-0.

Review, discuss and set up an appointment for Jack Moorhouse from NH Homeland Security and Emergency Management to discuss grant for Livingston Road

Ask Jack Moorhouse if we approve can we give it back if we cannot get funding at 2012 Town Meeting for matching funds. The Board will meet with Mr. Moorhouse at their June 8th meeting.

Review and discuss public hearing to make access to water towers "emergency ways"

The Road to Adams Hill Water Tower may be a town road, have the Road Agent research this. The Road to Barrett Hill may also be a Class VI town road.

Primex C-A-P

Chairperson O'Keefe made a motion "to hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex3) to enter into its Workers' Compensation Multi-Year Agreement with CAP for the CAP Period, as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex3 risk management pool membership during the term of the Workers' Compensation Multi-year Agreement with CAP. The coverage provided by Primex3 in each year of membership shall be as then set forth in the Coverage Documents of Primex." Selectperson Bergeron seconded. Motion passed: 3-0

Selectperson Bergeron made a motion to authorize the Chairperson to sign, Selectman Blease seconded. Motion passed 3-0

Review and discuss Mr. Irving's request for abatement on 2010 water and sewer bills

Selectperson Bergeron made a motion based on Mr. Irving's letter, information from water department and previous billings and 4 month period compared to 8 month period, that the Board deny his request for an abatement on his 2010 water and sewer bills. Selectman Blease seconded. Vote: 3-0.

Old Business

Review and discuss setting up a meeting date with the Fire Station Committee

The Board would like to meet with the Fire Station Committee at 6:30 p.m. on Wednesday, June 8, 2011.

Review and discuss Status of Wilton Recycling request for additional funds and who will attend the 5/16/2011 meeting at 6:30 p.m.

Selectperson Bergeron is willing to go.

Contract for RFP for W & S contract operations

The Board reviewed the contract for RFP services for Water & Sewer contract operations. The Selectmen signed the contract with Municipal Resources Inc. to provide this service.

Signature Folder

Review, approve and sign check manifests

The Board reviewed and signed the check manifests

Review, discuss, approve and sign minutes of 4/27/2011 Board of Selectmen's Non Public Meetings

The Board reviewed, approved and signed the minutes of the 4/27/2011 Selectmen's Meeting including (5) sets of Non Public Meeting minutes.

Review, discuss and approve Purchase Order #210 for United Restorations from the Highway Department (\$2500), PO #209 for United Restorations from the Highway Department (\$1665), PO #206 for Blue Heron Enterprise from the Fire Department (\$364), PO #207 for CUES, Inc. from the Fire Department (\$288.12)

The Board reviewed and approved the purchase orders listed above

Review, discuss and approve various requests for Transfers

The Board reviewed and approved transfers

Review, discuss and approve Elderly Exemption and Veteran's Exemption, as submitted

The Board reviewed and approved/denied and signed elderly exemptions and veteran's

exemptions

Vachon & Clukay engagement letter

The Board reviewed and signed the engagement letter for our new auditors. Selectperson Bergeron made a motion to authorize Chairperson O'Keefe to sign the engagement letter for the audit and the engagement letter for the MS5.

Martin Pelletiers building permits

Selectman Blease wants to make sure that Mr. Pelletier has the appropriate building permits. The Town Administrator will check with the Building Inspector.

Adjournment

Chairperson O'Keefe made a motion to adjourn at 8:05 p.m. Selectman Blease seconded. Vote 3-0.

Submitted by: Kelley Collins/Town Administrator

Approved by:


Kelle O'Keefe/Chairperson


Scott Blease/Selectmen


Brenda Bergeron/Selectperson