

**TOWN OF GREENVILLE, NH  
SELECTMEN'S MEETING  
October 26, 2011  
Minutes**

**5:00 p.m. Open Public Meeting**

Chairperson O'Keefe made a motion to open the meeting at 5:06 p.m. Selectperson Bergeron seconded. Motion passed 2-0.

**In Attendance:** Chairperson O'Keefe, Selectperson Bergeron, Town Administrator Kelley Collins, Road Agent Thomas Plourde. Selectman Blease came in at approximately 5:30 p.m.

**5:00 p.m. Meet with Road Agent, Tom Plourde, to review Highway Department's 2012 proposed budget**

The Board reviewed and discussed the proposed 2012 budget. The Board took under advisement any increase for Full Time employees. They also took under advisement an increase to temporary laborers rate of pay. The Board reviewed the proposed Highway budget by line by line.

The Road Agent suggested taking the pile of used stuff we have and taking it to the scrap metal place and then use the money to buy \$800 pump that we lost during Hurricane Irene and a lawnmower. The Road Agent will provide the list to the BOS of items he would like to sell. Everything that the Road Agent determines is of no value will be properly disposed of.

**6:00 p.m. Meet with Richard Miller, Chairperson of Parks & Recreation Committee to review the 2012 proposed budget**

The Board reviewed and discussed the 2012 proposed budget with the Chairperson of the Parks & Recreation Committee, Rick Miller and the Treasurer of Parks & Recreation Committee, Lauren Nelson. There was some discussion regarding whether there would be an increase to Pool Salaries for next year.

There was some general discussion regarding the list of items that Jan, the pool manager, submitted at season – end. Chairperson O'Keefe asked Chairperson Miller to make a list by order of safety and priority for items on Jan's list.

Maintenance – includes resurfacing tennis court and basketball court. The Board would like the Road Agent to speak to the vendor for tennis court and basketball court about what needs to be done there. The Board would also like the Town Administrator to ask the Road Agent if we can put gutters on pool house to re-route water away from building.

We are definitely going to have a fishing derby next year. We have to contact Fish & Game for fish and they match the funds.

**Cash at Pool** – There was a short discussion on how to handle the receipt of cash at the pool. The Town Administrator suggested that money should be brought to Town Hall at the close of every week, more often if we ever have \$500, or more in a day. The Pool Manager and Town Hall Staff will receipt the cash and give the P & R Committee Treasurer, Lauren, a report, showing what was received and what line item it was deposited against.

**Review and discuss 2012 Proposed Budget for Executive, Legal, County, General Government Building, Street Lighting, Animal Control, Welfare, Patriotic Purposes, and Health Agencies with the Town Administrator**

This item was tabled.

**7:00 p.m. Meet with Representatives from the Greenville Estates Tenant's Cooperative (GETC) Board to review the Mobile Home Agreement for tax deeding**

The Board met with members of the GETC Board, Bob Collins, Leon Proctor, Sonny O'Reilly and Joseph Piccirilli. The Board previously met on August 24, 2011 to review and discuss a mobile home agreement which pertains to tax deeding. The Board of Selectmen have sent it through their legal counsel and sent that revision to the GETC Board. The GETC Board would like "mobile home park owner" changed to "GETC Park" wherever it appears in the document. In addition on Item 3 they would like the phrase "outside of the Town of Greenville" deleted from the first sentence. Tax Collector, Kathy Valliere, wants to talk to her tax attorney and Attorney Bedard about Item #4. The BOS asked the GETC Board to have Paula (their new Admin) to type their proposed revisions and get them to the Town Administrator to be sent to Town Counsel.

The Tax Collector asked what the GETC Board is going to do to prevent this from happening again and again.

**Old Business**

**Update BOS on status of High Street slope stabilization process**

The Town Administrator made the Board aware that the Community Development Block grant was on the Governor and Executive Council Meeting agenda for today. If approved, we should get contract within a few days. In the meantime, the Town Administrator noted that she has sent the PO to Sean Sweeney at Headwaters Hydrology so he can start the RFP for engineering services.

**Status of RFP process for Water and Wastewater Operations – review date for meeting with evaluation committee**

The Board of Selectmen would like the Town Administrator to get the review date for the meeting with the evaluation committee of the RFP for Water and Wastewater Operations set for either Wednesday, November 9 at 7:00 p.m. or Wednesday, November 16 at 7:00 p.m.

**Review and discuss settlement offer from insurance company for partial roof collapse on drying bed at WWTF**

The Board reviewed the settlement offer for the roof on the drying bed at the Wastewater Treatment Facility. The Board reviewed the quotes received and approved and signed a purchase order.

Selectman Blease made a motion to replace roof, to code, for \$107,410.74 less our \$1000 deductible to code, Chairperson O'Keefe seconded. Motion passed 3-0.

**Review and discuss collection of monies due from resident on Mill Street**

The Board reviewed the research conducted by the Town Administrator and agreed to stop pursuing the payment of money for repairs to sewer service for resident on Mill Street.

**New Business**

**Review & discuss Animal Control Officer (ACO) position employment ad**

The Board would like the advertisement run in the Monadnock Ledger for (1) Thursday to begin.

**Set dates for additional work sessions for 2012 Budget**

The Board agreed to put the Town Administrator's completed budgets first on the next agenda.

**Review and discuss process and timeframe for 2011 Town Report**

The Town Administrator would like to avoid any time crunches trying to get the Town Report to the printer. Chairperson O'Keefe would like all three selectmen to sit down and write their annual report together. She would also like, and the other Board members agreed, that all departments will be asked to keep their narrative to one page, they will be allowed to have a second page as it pertains to budget or statistics (such as police or fire calls).

**Review 2012 health, dental, ltd, std and life insurance rates**

The Board reviewed the 2012 insurance rates. The health insurance went up 16.1% the dental went down 6.6%, the life, long term and short term disability stayed the same.

**Signature Folder**

**Review, discuss and approve check manifests**

The Board reviewed, approved, and signed the check manifests

**Review, discuss, approve and sign minutes of October 12, 2011 Selectmen's Meeting**

The Board reviewed, approved and signed the minutes of the October 12, 2011 Selectmen's Meeting.

**Review, discuss, approve and sign 2011 second issue Tax Warrant**

The Board reviewed, approved and signed the 2011 second issue Tax Warrant

**Review, discuss, approve and sign applications for backflow preventers for GEVD**

The Board reviewed, approved and signed the applications for backflow preventers for GEVD.

**Review, discuss, approve and sign Parade permit for Greenville Elementary School**

The Board reviewed, approved and signed the Parade Permit for Greenville Elementary School

Selectperson Bergeron made a motion to authorize the Chairperson to sign the Final payment on ARRA Clarifier SRFP Project #CS333108-04. Selectman Blease seconded. Motion passed 3-0.

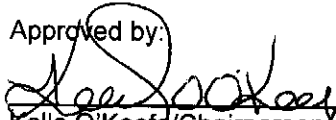
**Adjournment**

The meeting was adjourned at 8:30 p.m.

Board of Selectmen's Meeting Minutes  
October 26, 2011

Minutes submitted by: Kelley Collins/Town Administrator

Approved by:

  
Kelle O'Keefe/Chairperson

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Scott Blease/Selectman

  
Brenda Bergeron/Selectman