

TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
March 28, 2012
Minutes

6:00 p.m. Open Meeting

Selectperson Bergeron opened meeting at 6:00 p.m.

In Attendance: Selectperson Bergeron, Selectman Blease, Selectman Reardon, Town Administrator Kelley Collins, Chuck Terry, Randy Luopa, Kevin Stetson from Utility Partners, LLC, Robert Durfee, P.E./Vice President from Dubois and King, Sean Sweeney from Headwaters Hydrology, Craig Ward from Ward Geo Technical, Tim Washburn, Chad Brannon, and David Fournier

Selectmen Blease and Reardon agreed to have Brenda Bergeron serve as Acting Chairperson for this meeting, until they had a chance to make a permanent appointment for this year.

6:00 p.m. Meet with representatives from engineering firm regarding High Street project

The Board of Selectmen advertised a Request for Qualifications in the Union Leader on January 26, 2012. They received (4) submittals to their RFQ. The Board then hired Municipal Resources, Inc. to put together a panel to evaluate the submissions. The panel consisted of the President of MRI, Don Jutton, the Public Works Director in Peterborough, Rodney Bartlett and the former Asst. Director of NH DOT, Carol Murray, P.E. The Board invited Dubois & King here tonight because the panel ranked them first in their evaluation of the RFQ submissions.

Mr. Durfee from Dubois & King, Sean Sweeney from Headwaters Hydrology and Craig Ward from Ward GeoTech are in attendance.

Rodney Bartlett asked for a recap of the project on how they are going to approach the project? Sean Sweeney noted that they developed the approach about a year ago based on some limited geotech work at the toe of the slope. They still need to complete borings at the toe and additional topographic work. They would finalize geo tech calculations and preliminary design. Meet with sheet pile contractor regarding access of site while design is progressing. 30% stage plans would be presented to Board, make any changes and convene a stakeholders meeting get input from abutters.

Rodney Bartlett asked about placement of borings and were they fairly consistent. Craig Ward answered that they were fairly consistent and the water table is lower than they thought. They do still need a boring at bottom of toe because they made an assumption about the toe. They want to put a well in the glacial till to see where the water level is. When they look at the stability of this they need more data to fine tune the stability data. The terminal trench will have to be down below the water. Mr. Bartlett asked if they hit ledge. Mr. Ward answered that they went down 100feet and did not hit ledge. Did you ask Bob Greenwood if he could lower impoundment enough to work in there – Mr. Greenwood indicated to them that he could lower it as much as 8 feet. That would expose most of the bed except the historic river bed. Did you do survey with original slope and wells – yes. RB will you do additional survey to see if it has continued to move? Craig Ward indicated it has continued to ravel back but not as much as he would have thought.

Mr. Durfee noted the first task would be to start moving utilities. You need to get a work order in. The trees will have to be severely trimmed or maybe cut down. Sheet pile will be vibratory and water line is fairly new. Could damage utilities and we should have an contingency plan for this. You have manholes open and contractors

standing by. Water line is fed by two sources. You may have to put in gate valves.

There was a question about permitting. Sean Sweeney noted that he had a pre application meeting in 2010 and DES was positive about the project. The project will need a Shoreland Protection permit, an Alteration of Terrain permit and a Dredge and Fill permit. Since drainage is probably why it failed what is the plan for drainage? Craig Ward answered it could be piped around the ends or put it through wall and into the rip rap. Mr. Durfee noted that NH DES is motivated because we have an open slope that is draining into the impoundment.

Acting Chairperson Bergeron is hoping that DES will assist us and not hinder the project. Diane Steele asked about an original plan to put in the sheet pile wall and then finish it later. Yes that had been a plan when we thought we might get funding quicker and try to stabilize it for the winter and then come back in the Spring to finish it.

Mr. Durfee stated that all contractors will need to have proper insurance and we may videotape all the properties in the area.

Ms. Steele has question about borings. Will you stabilize the wall (on her parents, the Alix's property) before you do the sheeting? Craig Ward said they will have to think about that. His original thought is that the wall won't survive that.

A member of the audience asked if they have done any testing of the rest of the slope down toward the dam? No. He doesn't feel that would happen because what caused this was drainage not vibration. Try to incorporate a cape cod berm as part of the project maybe as an add alternate to keep additional drainage from running over the face of the scarp.

Acting Chairperson Bergeron made a motion to have the Town Administrator contact Dubois and King and get written cost proposal for this project. Based on that the Board will move forward with utilities. Selectman Blease seconded. Motion passed 3-0.

7:00 p.m. Meet with Utility Partners to review monthly reports

Chuck Terry, Randy Luopa and Kevin Stetson from Utility Partners attended. Overall everything operationally is right on. There are no exceedances at WWTF. They have been working in the background on Pilgrim Foods stuff. Hydrant flushing starts Monday night 4/2/2012.

They can provide maintenance records monthly, as well.

The boiler at the Water Plant was upgraded in 2000. They have shut off fans so it doesn't dissipate heat. A wood pellet heating grant might be worth looking into.

Kevin Stetson notes that there was some instrumentation that has run its life and it is better to not have it than to have it not work. You do lose some trending information. The turbidity readings are affected by that because it tied into the SCADA system. This would be about \$6K to replace. We are good with compliance but we could gain productivity with process. Chlorine monitoring instruments that were never there and there is early warning instrumentation that we could buy. They have improved the chlorine pumping but there is no fail safe.

The hydrant flushing will be done every 6 months and they are doing all of them. That shouldn't affect the plant at all because you should be feeding from the tanks. The flushing will be conducted in the evening hours. If it is beyond what they can do with 2 people Kevin will help and Randy will cover the pumps.

Kevin and Randy were invited to Pilgrim Foods so they could get a tour of the lagoons and a walk-thru of the closure plan. Lagoon 2 only has 3 feet of water in it and they are setting up to dredge it, close it and cap it by May 15, 2012. Acting Chairperson Bergeron asked, once the occurs what is the prognosis for their lagoons? Only Lagoon 1 has a groundwater problem. They will go forward with the new treatment process. They are looking at a rotating screen.

Acting Chairperson Bergeron asked the representatives from Utility Partners if they feel that they have identified the things that need attention? The pump stations will be a good expense - \$80K Kevin noted that when they flush they will identify any hydrants that need work.

The Board agreed that they do not need to see Utility Partners every month, unless there is an issue or a violation. If there is nothing of serious concern that every other month should work.

Review and discuss memo regarding diesel pump project at Country Mile

Tim Washburn/Contractor and Chad Brannon, P.E for Fieldstone Land Consultants, came before the Board of Selectmen to discuss the work being done at Country Mile.

The Town Administrator made the Board aware, and provided them with copies of emails that have gone back and forth between Ed White/Planning Board member, Ted deWinter/Planning Board Chairperson and Chad Brannon, P.E. who is working for Joe Correia/owner of Country Mile. In addition, the Town Administrator made the Board aware that a person stopped by the week of March 13th to ask if there were plans on file of the work to be done – she noted there were not. She also emailed the Building Inspector/Code Enforcement Officer to see if he was aware of any permit granted for this work. Jim Shultz told her that he had stopped to speak to the owner and was told that Ted deWinter/Chairman of the Planning Board had given his permission. She also noted that she received a phone message late Friday afternoon (March 23rd) from the Town Attorney stating that Mr. Washburn's Attorney, Silas Little, heard the Town might be issuing a Cease and Desist Order on the project and warning them not to be precipitous. The Town Attorney knew nothing about this matter as the Town Administrator had not discussed it with him. In addition, we have an email from Planning Board Chairman deWinter requesting that the Town issue a Cease and Desist Order on this project. The Town Administrator has also provided photos from Ed White, that show the scope of the project and that are dated. The Town Administrator provided the Board with a draft letter prepared by Town Counsel asking the owner to cease work until the appropriate Site Plan Approval is obtained.

Tim Washburn, Mr. Correia's contractor, says this is not site work it is landscaping. Selectman Reardon wants to know where (Planning Board) Chairman deWinter is if he has a problem with this. Best case is Chad is before the Planning Board the second week in April. If the Board did chose to stop Mr. Washburn now he may not be on the site for months. Doug Reardon suggested that the Planning Board do a site visit. Acting Chairperson Brenda Bergeron suggested Joe Carreia be apprised of the letter from the attorney and give him an opportunity to stop the work. Mr. Washburn asked for a copy of the letter prepared by Town Counsel. The Town Administrator explained that this letter is still attorney-client privileged until such time that the Board of Selectmen decide to send it or not. Selectman Reardon and Selectman Blease asked Mr. Washburn if he would be willing to voluntarily stop site preparation until the plans were ready to be presented to the Planning Board for Site Plan Review. Mr. Washburn stated he would not as he does not consider this project needs a site plan review.

Selectman Reardon asked if Tim Washburn could talk to Ted deWinter and see if they would come to the site?

David Fournier says he is happy to use his attorney and it will look funny in the paper when the two largest tax payers in town are fighting with the town over some grass. He stated he loves taking on bureaucracy.

The Board asked Mr. Washburn if he could hold off a day.

Acting Chairperson Bergeron reiterated that she would like to give the owner of Country Mile, Mr. Carreia, a chance to weigh in on this issue. Selectman Blease and Reardon agreed.

David Fournier, Chad Brannon and/or Tim Washburn will call Mr. Carreia in Florida tomorrow and have him call the Town Administrator so that she can email or fax the draft letter to him and let him decide how he would like to proceed. Acting Chairperson Bergeron just wants to give Joe a chance to make his own decision. None of the Board members really want to send this letter but if they do not hear from the owner on Thursday the letter will go.

Old Business

Review and discuss status of Animal Control Officer search – this item was tabled.

Review and discuss process for Barrett Hill Water Tower project – The Board would like the Town Administrator to try to get prices from three vendors for engineering.

New Business

Review, discuss and vote on a Chair, assign ex-officio members to various Boards and Committees

Acting Chairperson Brenda Bergeron made a motion that Scott Blease serve as Chairman, Douglas Reardon seconded. Selectperson Bergeron and Reardon voted yes; Selectman Blease abstained. Motion passed.

The Board agreed that Selectperson Brenda Bergeron and Selectman Scott Blease would serve on the Joint Police Board

The Board agreed that Selectman Douglas Reardon would serve as the ex officio member to the Planning Board.

Review, discuss and approve appointments to various Boards and Committees

The Board reviewed, approved and signed the Appointment for James Stimans/Fire Chief; Stacy Delval for Conservation Commission member and Annette Gallagher as Zoning Board of Adjustment member.

The Board will review the rest of the appointments at a subsequent meeting.

Review, discuss and set a date to meet with Recreation & Parks Committee Chair, Richard Miller, at his request – The Town Administrator noted that Mr. Miller needs 30 minutes on an agenda. She has tentatively scheduled him for 6:30 p.m. on April 11, 2012

Review and discuss setting a public hearing date for Cross Connection Program

This item was not discussed

Review and discuss setting a public hearing date for grant for feasibility study on subsurface wastewater disposal

This item was not discussed

Review and discuss permitting of backflow prevention devices at Pilgrim Foods

This item was not discussed

Review, discuss and set a date for a public hearing to raise the cost of a Town junkyard permit

This item was not discussed

Review and discuss abatement recommendation from Avitar re: Northern New England Telephone's abatement request.

This item was not discussed

Non Public Session under RSA 91-A:3 (e) at 9:30 p.m.

Chairman Blease made a motion to go into Non Public Session under RSA 91-A:3, II (3) at 9:30 p.m. Selectman Reardon seconded. Roll Call Vote: Chairperson Blease – yes; Selectperson Bergeron – yes; Selectman Reardon – yes.

Selectperson Bergeron made a motion to leave Non Public Session at 9:53 p.m. and seal the minutes. Chairman Blease seconded. Roll Call Vote: Chairperson Blease – yes; Selectperson Bergeron – yes; Selectman Reardon – yes.

The Board would like the Town Administrator to set up a meeting with the Town Attorney to review the petitions with all the people involved on Tuesday or Wednesday of next week (April 3 or 4). Per RSA 91-A:2 this will be a non meeting.

Car Rally

The Town Administrator noted that Mr. Miller/Chairman of the Parks and Recreation Committee has had a request from Bob McCreery asking permission to use the ball field area for a car rally. Any funds raised will go to local non profit groups.

The Board agreed that they can use the asphalt area but they must leave access for fire trucks and ample access to pool for residents and employees. No cars can be driven on the field. The Board wants to protect the field from damage.

Signature Folder

Review, discuss and approve check manifests

The Board reviewed, discussed and approved check manifests

Review, approve and sign March 15, 2012 Selectmen's Meeting Minutes.

The Board reviewed, approved and signed the March 15, 2012 Selectmen's Meeting Minutes

Review and approve pole licenses for PSNH

The Board reviewed, approved and signed the pole licenses for PSNH

Review, discuss and approve various purchase orders

The Board reviewed, discussed and approved purchase orders

Review and approve/deny various exemptions


The Board reviewed and approved/denied the exemptions, as presented.

Adjourn

The Board adjourned the meeting at 10:30 p.m.

Submitted by: Kelley Collins/Town Administrator


Approved by:



Scott Blease/Chairman



Brenda Bergeron/Selectperson



Douglas A/Reardon/Selectman