

**TOWN OF GREENVILLE, NH**  
**SELECTMEN'S MEETING**  
**May 23, 2012**  
**Minutes**

**6:00 p.m. Open Meeting**

Selectperson Bergeron made a motion to open the meeting at 6:00 p.m., Selectman Reardon seconded. Motion passed 3-0.

**In Attendance:** Chairperson Scott Blease, Selectperson Brenda Bergeron, Selectman Doug Reardon, and Town Administrator Kelley Collins

**Old Business**

**Review and discuss status of Barrett Hill Water Tower project**

The Board reviewed the contract as prepared by Underwood Engineers with the changes the Board requested. Selectperson Bergeron made a motion to authorize the Chairman to execute the contract for Underwood engineers to do the work for the Barrett Hill Water Tower Project. Selectman Reardon seconded. Motion passed 3-0.

**Review and discuss status of Livingston Road culvert project**

The Town Administrator noted that she had spoken to Pathways Consulting regarding the status of this project and they stated that they should have someone in the field on May 30<sup>th</sup> and 31<sup>st</sup> and they should be out to do survey work the following week. They would like to have something to present to the Board so we can estimate the cost by the third week in June.

**Review and discuss status of High Street slope stabilization project**

The Town Administrator explained that the revisions that Attorney Bedard had requested have been made to the contract. In addition, the contract has gone back to George Hunton at Community Development Finance Authority for final review after revision.

Selectperson Bergeron made a motion to authorize the Chairman to sign the engineering contract for preliminary work on High Street slope stabilization project. Selectmen Reardon seconded. Motion passed 3-0.

**Review and discuss process for Pelletier d/b/a Money for Metals rehearing**

The Town Administrator asked the Board if they would like Attorney Bedard to attend the re-hearing for Money for Metals? The Board would like to have a short meeting with Attorney Bedard prior to the re-hearing. The Town Administrator will try to have Attorney Bedard here on Wednesday, June 13 between 6:30 and 6:45 p.m. The re-hearing starts at 7:00 p.m.

**New Business**

**Review and discuss letter from Temple Fire Department regarding use of water from our hydrant for Temple Elementary School's end of the year Water Fun Field Day event on June 11, 2012**

The Board reviewed the letter from the Temple Fire Department requesting to draw water from the hydrant in front of their elementary school for their annual Water Fun Field Day event. The Fire Department thinks they will use about 6,000 gallons for the event. The Board feels this is a worthwhile event for the kids and they are happy to

provide the water at no charge. They do not require a letter of donation from TFD. The Board asked the Town Administrator to send a letter to the Temple Fire Department notifying them of their decision.

Selectperson Bergeron made a motion to allow the Temple Fire Department to access water from our hydrant located in Temple, for use during Temple Elementary School's Water Fun Field Day on June 11, 2012. Selectman Reardon seconded. Motion passed 3-0.

**Review, discuss and set a date to meet with George Bald/Commissioner, NH Department of Resources and Economic Development regarding economic development.**

The Board reviewed and discussed the letter from Commissioner Bald from DRED, requesting a meeting with the Board to discuss economic development in Greenville. The Board noted that they are extremely busy with some high profile projects and it would be several weeks before they could meet with the Commissioner. They would like the Town Administrator to meet with Commissioner Bald at her earliest convenience.

**Review, discuss and approve repairs needed to hydrant on Rte 31 near Country Mile**

The Board reviewed the capital request form #33-5 from Utility Partners explaining the need for replacement of the hydrant at Country Mile. It is unclear if this hydrant was ever tested prior to acceptance of the system last Fall.

Selectman Reardon made a motion to authorize the Chairman to sign off on Major Repair 35-5 for replacement of the hydrant in front of the Country Mile for \$2565.59. Selectperson Bergeron seconded. Motion passed 3-0.

**Review and discuss recent WWTF violations**

The Town Administrator noted that since our last meeting the Town WWTF has violated our permit for phosphorous and lead and aluminum. There are letters from Utility Partners outlining these violations. The Town Administrator suggests tabling these violations until the Board's meeting with Utility Partners on June 13, 2012.

Selectman Reardon made a motion to table until next meeting with Utility Partners. Chairman Blease seconded. Motion passed 3-0.

**Review and discuss adoption of updated and revised Welfare Guidelines**

The Board reviewed the guidelines and asked the Town Administrator to have the Town Attorney review and make his recommendation, prior to their adoption.

The Town Administrator suggested that the Board should be thinking of 3 people, plus 1 alternate to serve on a Fair Hearing Board for welfare client's appeals from her decisions. The Town will have a very short window of time to schedule a fair hearing if one is requested and it would be preferable to have a Fair Hearing Board ready, if necessary.

**Review and discuss letter of commendation to Greenville FD from the Wilton Board of Selectmen**

The Board reviewed the letter from the Wilton Board of Selectmen thanking the Greenville Fire Department for their assistance during a recent fatal fire. The Board asked the Town Administrator to prepare a letter for their signatures thanking the Fire Department for a job well done.

**Review, discuss and sign letter to resident regarding abatement application not filed timely**

The Board reviewed the original abatement request, postmarked on March 2, 2012 in Manchester, NH as well as additional correspondence and affidavits from the taxpayer noting that he mailed them in Manchester on March 1, 2012.

The Town Administrator did discuss this case with our assessing company, Avitar Associates, and they recommend returning the abatement, as it was not filed by the deadline.

Chairperson Blease made a motion to return the abatement with a letter explaining that it was not filed by the deadline. Selectperson Bergeron seconded. Motion passed 3-0.

**Treasurer**

The Board is still looking for candidates to serve as Treasurer.

**Signature Folder**

**Review, discuss and approve check manifests**

Selectman Reardon made a motion to approve and sign both the payroll check manifest and the accounts payable manifest. Selectperson Bergeron seconded. Motion passed 3-0.

**Review, approve and sign May 9, 2012 Selectmen's Meeting Minutes**

The Board reviewed, approved and signed the minutes of the May 9, 2012 Selectmen's Meeting

**Review, discuss and approve or deny abatement for Map 6, Lot 52**

The Board reviewed, discussed, approved and signed the abatement for Map 6, Lot 52 on the advice of Avitar Associates.

**Review, discuss and approve or deny vacation request for Road Agent**

The Board reviewed, approved and signed the vacation request for the Road Agent

**Review, discuss and approve or deny various appointment forms**

The Board reviewed, approved and signed appointment forms for the Fire Station Committee, Welfare Officer and Assistant Welfare Officer

**Review, discuss and approve or deny purchase order for new flags for Main Street**

The Town Administrator presented a purchase order for Belletetes to purchase 28 replacement flags for the holders on the poles on Main Street. The cost is \$12.99 per flag, less our discount of 10% or \$327.35

The Board reviewed and signed the PO for 28 new flags.

**Review, discuss and approve or deny tax abatement for Map 01, Lot 70-120**

The Board reviewed, discussed, approved and signed the abatement for Map 1, Lot 70-120

**Non Public Session under RSA 91-A:3, II (e) at 6:58 p.m.**

Selectman Reardon made a motion to go into Non Public Session under RSA 91-A:3, II (e) at 6:58 p.m. Chairman Blease seconded. Roll Call Vote: Chairman Blease – yes; Selectperson Bergeron – yes; Selectman Reardon – yes.

The Board reviewed and discussed draft settlement agreement with Pilgrim Foods, as prepared by their attorney, Greg Sargent.

Selectman Reardon made a motion to leave Non Public Session at 7:17 p.m. and seal the minutes until an agreement is reached. Selectperson Bergeron seconded. Roll Call Vote: Chairperson Blease – yes; Selectperson Bergeron – yes; Selectman Reardon – yes.

**Water Plant and WasteWater Plant Major Repair authorizations**

Utility Partners has submitted Capital Authorization Requests for (2) Major Repairs, which per our contract, exceed \$1000.00

The first request is #33-6 for the Wastewater Plant and is for an emergency replacement of the YSI Dissolved Oxygen (DO) meter. The meter failed and is used to monitor DO in the aeration basin and effluent. The cost is \$1,783.95.

Selectperson Bergeron made a motion to authorize the Chairman to sign off on Major Repair #33-6 for a dissolved oxygen probe 1783.95. Selectman Reardon seconded. Motion passed 3-0.

The second request is for Generator repairs at the Water Plant. During regular maintenance Powers Generator found various repairs necessary to generator, including flushing, replacement of hoses, thermostat and oil cooler.

Selectperson Bergeron made a motion to authorize the Chairman to sign off on Major Repair # 33-7 for generator repairs at the Water Treatment Plant. The cost is \$1475.83. Selectman Reardon seconded. Motion passed 3-0.

**Audit/Re-financing of USDA loans**

The Town Administrator made the Board aware of an email she received today from the NH Municipal Bond Bank. After reviewing our USDA loan information the NHMBB believes that we could re-finance our loans with a savings of approximately \$134,000 net of all costs. They would be coordinating a refinancing for several municipalities as one bond issue in late July or early August.

The Town Administrator doesn't see how we can afford to pass this up, however one of the items we will have to provide is our CPA audit. To the best of her knowledge our accounting firm is still waiting for some information from the Town Clerk/Tax Collector. She will verify where our audit is with Vachon and Clukay.

**Adjourn**

The meeting was adjourned at 7:30 p.m.


Submitted by: Town Administrator, Kelley Collins

Approved by:

  
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Scott Blease/Chairperson

Selectmen's Meeting Minutes  
May 23, 2012

  
Brenda Bergeron/Selectperson

  
Douglas A. Reardon/Selectman