

**TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
August 22, 2012
Minutes**

6:00 p.m. Open Meeting

The Board opened the public meeting at 6:00 p.m.

In Attendance: Chairperson Blease, Selectperson Bergeron, Selectman Reardon, Town Administrator, Kelley Collins, resident, Mr. Edward Blanchette and family

6:00 p.m. Presentation of Boston Post Cane to oldest, living Greenville resident

The Chairperson, Scott Blease, presented Mr. Edward Blanchette with a plaque recognizing his symbolic receipt of the Boston Post Cane, in honor of being the oldest, living resident of Greenville. Mr. Blanchette has lived most of his life in Greenville and is currently 96 years old.

Old Business

Review and discuss status of Barrett Hill Water Tower project

Bids were received and opened at 2:00 p.m. today. The bid results are attached. Underwood Engineering will review and make their recommendation by Monday, August 27, 2012. The Board and Town Administrator reviewed the timeline for this project

The Board will hold a short meeting next Wednesday, August 29, 2012 at 4:00 p.m. to review Underwood Engineering's recommendation and to potentially execute the "Notice of Award" and award the project.

Review and discuss status of Livingston Road culvert project

The Board reviewed Pathway Consulting's recommendations regarding sizing of the two culverts for the Livingston Road project. The Town Administrator has requested that the Road Agent price out these recommended culverts so that the town will have this information for a meeting with HSEM to discuss the scope and budget of the project. Lance Harbour from Homeland Security and Emergency Management noted that the town needs to submit the request for extension on the timeline for the project before they meet to discuss the scope.

Review and discuss status of High Street slope stabilization project

Dubois and King is waiting on the town accepting the portion of High Street for the utilities to start relocating the poles. The Town Administrator needs the layout and abutter list from D & K for legal review, abutter notification and placement on future agenda.

Dubois and King continues to coordinate the utility relocation; they have had the geotechnical investigations and lab work completed; the field surveys and base maps are completed; they have consulted with sheet pile contractor. In addition, the 35% preliminary design should be completed by the end of August. They should be ready for the preliminary design meeting in September as well as completing the environmental permit applications. The plan is to put the construction out to bid in October.

Review and discuss status of Adams Hill Water Tower project

We have received the project report from Toby Fedder. They have completed a final walk-through with punch list. He anticipates the project being complete in a couple of weeks and will send the request for final when it is complete.

Review and discuss status of finding a Town Treasurer

The Town has received one resume and cover letter to date. The Board would like the current Treasurer to meet with the interested party to familiarize her with the duties and make sure she is still interested.

Review and discuss 2012 tax deeding

As requested by the Selectmen the Building Inspector, Jim Shultz, has gone out and looked at a list of 10 properties that the Board is considering taking by tax deed. The Board reviewed the Building Inspector's recommendation on those properties.

The Town Administrator suggested taking the properties on the tax deed list, as presented to the Board by the Tax Collector, in the order in which they appear (oldest to newest). In addition, since this will require paying park rent, insuring, evictions (in some cases) and demolition and removal we do not have the manpower to take all ten properties at one time. Her recommendation is to take the first two, as soon as possible, the next two in January, two in April, etc.

Selectman Reardon so moved. Selectperson Bergeron seconded. Motion passed 3-0.

Review and discuss status of insurance claim for 8/4 electrical storm

The Board reviewed the invoices submitted to date to Property Liability Trust on the insurance claim for the electrical storm on August 4, 2012. So far the claim totals \$29,430, but there will be additional invoices.

Review and discuss status of 2" water meter at Greenville Estates Village District (GEVD)

Selectman Reardon has had two separate meetings with Tom Barrett, Charles Buttrick, and Tara Sousa from GEVD.

Basically, the meter cannot be tested in the US. The US factory for this brand of meter has shut down. The one year warranty has expired. GEVD cannot prove that the meter is wrong. Most experts that Selectman Reardon has spoken to agree that it is unlikely that the meter is incorrect, however, the Town cannot prove the meter is right. Selectman Reardon did have a conversation with GEVD noting that he found it hard to believe that their infrastructure is tight up there. GEVD want a Neptune T10 meter which reads from 2 ½ gallons to 160 gallons per minute. Selectman Reardon and Gerry Curran from UP are both researching this issue and what would work for replacement.

It was noted that most meters last around twenty years and GEVD has some individual mobile home meters from 1995. They may also have things leaking in the park that they are unaware of.

Review and discuss giving pool staff permission to sell sponsorship boards

The Swim Team would like to sell sponsorship signs as a fund raiser for swim team bathing suits, goggles, etc. for next year. The pool staff has submitted a policy and process for this fund raiser. The Selectmen are okay with this as long as the signs are taken down during the winter and remain neat and orderly during the season.

New Business

Non Public Session under RSA 91-A:3, II (e) consideration of pending litigation

The Board will discuss this item at the end of the meeting.

Anwar Shahzad – Get n Go Grocery

Mr. Shahzad is here because he wants to get his business going and he is still unable to. He has done what the Board of Selectmen requested and been placed on two Planning Board agendas. He attended two meetings and both times the Planning Board failed to have a quorum and he was turned away. The Board of Selectmen explained again that they have no authority to over-ride the Planning Board. The Planning Board is a separate, autonomous land use board and they have the right to require a site plan review of local businesses. The best this Board can do is to prepare a letter for Mr. Shahzad stating that they have no issue with a liquor license for his business but that he still may need a site plan review before the Planning Board. The Selectmen apologized for the inconvenience that Mr. Shahzad has faced.

EMERGENCY MANAGEMENT DIRECTOR, TIM JOHNSON

Tim Johnson wanted to give the BOS an update on a few items:

Radios

He has replaced the two radios that were missing when he took over the Emergency Management Director position. We are getting (5) high band portable radios with batteries; extra batteries and collar clips to replace the (2) that we reported missing. In view of the fact that these disappeared from the locked office Mr. Johnson wants permission to keep them at home. The Board refused, they would like them secured in the Emergency Management Office and they would like the Town Administrator to re-key the office door.

Emergency Operations Plan (EOP)

Tim has talked to State about our EOP. It is supposed to be updated every 5 years. Southwest Region Planning Commission updated it last time, for a fee. There are some minor changes that need to be made. Last time it was updated was 2007. The EMD's office can update it for free. We are going to try to get the word document from SWRPC so it doesn't have to be entirely re-typed.

Emergency Management Shirts

Tim noted he is wearing one of their new shirts. The Board liked that it identified them.

Inventory

Tim noted that he is working on an inventory of everything in the trailer at Sacred Hearts Church, as well as an inventory of the items in the Emergency Operations Center.

Training

Tim has talked to The Fire Academy about training for ICS 100 and 200 this is required for anyone who works at an emergency, He has just finished a Basic Disaster Response Course through Greater Nashua Medical Reserve Corp.

Radios

There are six radio frequencies that are assigned to the town that have been granted to the PD. Tim would like permission to ask PD to free up one of those frequencies so that we could use it as a town wide tactical frequency. The Board is fine with that. Tim will get with Chief McTague to find out what frequency they can use.

Space

Tim noted that he needs more space during emergencies and wanted to know if he could use more of the downstairs. Specifically, he wants to know if he can talk to the PD

about the locked room down there. Chairman Blease is not in favor of Emergency Management taking over more space downstairs.

Signature Folder

Review, discuss and approve check manifests

The Board reviewed, discussed, approved and signed the payroll and accounts payable check manifests.

Review, discuss and approve minutes of August 8, 2012 Selectmen's Meeting

The Board reviewed, discussed, approved and signed the minutes of the August 8th Selectmen's Meeting

Review, discuss and sign request for reimbursement from CDFA for CDB grant

The Board reviewed and signed the request for reimbursement from the Community Development Block Grant for High Street

Review, discuss and sign loan agreement with NH Municipal Bond Bank for refinancing of (2) USDA Rural Development loans

The Board reviewed and signed the loan documents to refinance (2) USDA Rural Development loans through the issuance of bonds through the NH Municipal Bond Bank. The savings to the Town, over the life of the loan will be, approximately \$80,000. This is a little less than originally estimated due to the fact that we used the Water CD to pay the associated USDA Rural Development Loan down.

Review, discuss, approve and sign a PO for Kiefer.com for the pool

The Board reviewed, approved and signed the purchase order for Kiefer.

Review, discuss, approve and re-sign the Resolution, authorizing the issuance of refunding bonds.

The Board reviewed, discussed, approved and re-signed the Resolution to authorize the refunding bonds.

Review, discuss, approve and sign transfer for Highway Department F550 truck

The Board reviewed, discussed, approved and signed the transfer of funds from Expendable Trust to general fund for the purchase of Highway Department Truck. The truck was actually purchased in December 2011 and the money has not been transferred yet.

Review, discuss, approve and sign the 2012 MS5 as prepared by Town's auditors

The Board reviewed, approved and signed the 2012 MS5.

Review, discuss and sign request for extension of deadline for MS1

The Board reviewed and signed the request for an extension on the September 1, 2012 deadline for the MS 1 to October 1, 2012. The Town Administrator noted that the

Assessor has finished the field work and it should not take to October 1 to get the document done but we do need a small extension.

Initial the bottom of previously approved and signed Grant Amendment – Extension of Performance Period form

The Board reviewed and initialed the grant amendment.

Review, discuss, and authorize Chairperson to execute the Tax Collector's 2012 lien

The Board reviewed and signed the 2012 Tax Collector's lien.

Non Public Session

Selectperson Bergeron made a motion to go into Non Public Session under RSA 91-A:3, II (c) at 8:45 p.m. Chairperson Blease seconded. Roll Call Vote: Chairman Blease – yes; Selectperson Bergeron – yes; Selectman Reardon – yes.

The Board voted unanimously to shut off the water to 283 Old Greenville Road, New Ipswich for non-payment.

Selectman Reardon made a motion to leave Non Public Session at 8:57 p.m. Selectperson Bergeron seconded. Roll Call Vote: Chairman Blease – yes; Selectperson Bergeron – yes; Selectman Reardon – yes.

Adjourned

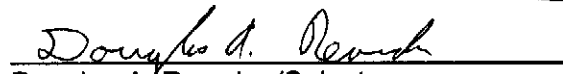
The meeting adjourned at 9:00 p.m.

Minutes submitted by: Kelley Collins/Town Administrator

Approved by:


Scott Blease/Chairperson


Brenda Bergeron/Selectperson


Douglas A. Reardon/Selectman