

**TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
December 28, 2016
MINUTES**

Call to order at 3:30 p.m. Present: Chairperson Carla Mary, Selectmen Doug Reardon and Steve Spratt, and Administrative Assistant Tara Sousa.

Review and discuss encumbrances from 12/31/2016 operating budget

Fire Chief Charles Buttrick, along with Lee LaMonde of Beltronics, met with the Selectmen to discuss encumbering the first phase of a multi-year project to convert from low-band radio communications to high-band. The total cost of the conversion is approximately \$36,000. Chief Buttrick requested that the Selectmen encumber \$12,000 from the 2016 Fire budget. Accounting for exist open purchase orders, there is approximately \$17,000 left in the Fire Department budget. Chairperson Mary asked if there were any trust funds available for Fire Equipment. The Chief was unsure if any of the existing trust funds could be used for this project. The Selectmen asked if the price would remain stable over the 3 year course of the project. Mr. LaMonde answered that it should remain stable, as this pricing is based on a State contract.

Motion by Carla Mary, 2nd by Steve Spratt, to encumber \$12,000 of the 2016 Fire Department budget for the high-band radio conversion.
Unanimously approved.

The Fire Department's open purchase orders were discussed briefly. The Chief confirmed all items have been ordered. To ensure these would be payable from the 2016 budget if there were any delays in receiving these goods, encumbering the amount of the open POs was discussed.

Motion by Steve Spratt, 2nd by Doug Reardon, to encumber \$5025.00 from the 2016 Fire Department budget for:

PO # 486 – Bergeron Protective Clothing, turnout gear

PO # 488 – My-Lor, Inc. member accountability tags

PO # 499 – Fire Tech & Safety, airbags and accessories

Unanimously approved.

LEOP Grant

The AA made the Board aware that we budgeted \$2500 for the match for the update to the Local Emergency Operations Plan and have expended \$2000 to date. The Board needs to encumber the additional \$500 for the match to the grant from the 2016 budget.

Chairperson Mary made a motion to encumber \$500 from the 2016 Emergency Management budget for completion of the match for the LEOP grant. Selectman Spratt seconded. Motion passed unanimously.

23 Main Street property

The Town Administrator is working with Underwood Engineering to evaluate the feasibility of demolishing the town-owned building at 23 Main Street. In order to evaluate the cost of razing the building Underwood Engineers needs us to conduct a lead and asbestos assessment. The Town Administrator is requesting that the Board encumber \$1600 (see PO #512 from Accolade Environmental) from the General Government Buildings – tax deeding line, to do this assessment

Chairperson Mary made a motion to encumber \$1600 from the 2016 GGB-tax deeding budget for completion of the lead & asbestos assessment of 23 Main Street. Selectman Spratt seconded. Motion passed unanimously.

Review and discuss Chemical Feed Shelter Plan for WWTF as proposed by Underwood Engineering in plan of December 16, 2016

The Selectmen briefly discussed the proposal submitted by Underwood Engineering. Chairperson Mary noted that the cost of the chemical storage building previously approved increased, and is combined with a another, larger project. Tara Sousa noted that Tom Page of Underwood is scheduled to attend the next meeting to discuss this proposal.

Review and discuss Adams Hill Water Tank Mixer Basis of Design draft

The revised plan/quote for the Adams Hill Water Tank Mixer was discussed. The plan is pending DES approval. Tara Sousa reported that there is currently \$85,733 left in the Water Expendable Trust.

**Motion by Carla Mary, 2nd by Steve Spratt, to move forward with the Adams Hill Tank mixer as quoted, \$25,182.
Unanimously approved.**

Old Business

None

New Business

Review and discuss letter from Comcast regarding "commencement of renewal process"

The Selectmen briefly discussed the letter from Comcast regarding franchise renewal process. Chairperson Mary asked what we get by committing exclusively to Comcast. Tara Sousa explained that this was just received, and she did not have any additional information at this time. Selectman Reardon commented that Comcast owns the lines and other providers, like FIOS, are unavailable. The Selectmen noted the public commentary requirements outlined in the letter. Selectman Spratt stated he did not recollect this process having occurred in the past. Tara Sousa noted that franchise agreements have long terms, and the last renewal may have been with Adelphia or even the preceding company.

Signature Folder

Review, discuss and approve check manifests for accounts payable and payroll

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

Review, discuss and approve minutes of December 14, 2016 Selectmen's Meeting, including (1) set of Non Public minutes

The Board reviewed, approved and signed the minutes of the December 14, 2016 Selectmen's Meeting, including (1) set of Non Public minutes

**Motion by Steve Spratt, 2nd by Doug Reardon, to adjourn at 3:56 pm.
Unanimously approved.**

Submitted by: Tara Sousa/Administrative Assistant

Approved by:

Carla C. Mary/Chairperson

Douglas A. Reardon
Douglas A. Reardon/Selectman

Stephen Spratt
Stephen Spratt