

**TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
January 11, 2017
Minutes**

3:30 p.m. Open Public Meeting

Chairperson Mary opened the meeting at 3:30 p.m.

In Attendance: Chairperson Mary, Selectman Reardon, Selectman Spratt, Thomas Page, P.E. from Underwood Engineering, Rob Lauricella, Regional Manager from Utility Partners, LLC and Town Administrator Kelley Collins

4:00 p.m. Meet with Thomas Page, Engineer with Underwood Engineering to review and discuss Water & Sewer projects for 2017 and funding for approval at town meeting including:

Status of Water Tank Mixer project

The Board reviewed and discussed the tank mixer project, briefly with both their engineer Tom Page and with Rob Lauricella from Utility Partners. The Board feels it's important to have the divers inspect the tank prior to the installation of the mixer.

Status of Hypochlorite chemical feed shelter

The Board reviewed the documentation on the hypochlorite chemical feed shelter. There was some discussion about what part(s) of the project might be able to be put off to a larger more complex project. After reviewing the items it was decided that none are really optional they are all necessary and the engineer noted that even if we did not do everything NH DES would want a time line for completion. The cost of the project is \$180K

Discuss time frame on engineering and construction of Chemical PAC building

This project is now budgeted at \$760K and Tom Page is recommending applying for grants/loans in 2017 for planning in 2017 and construction in 2018. The Board is concerned that both projects that were slated for completion in 2016 (the pump project at the water plant and the hypochlorite building) will not be done until 2017. They would like to put the borrowing and planning for this project off until 2018.

Discuss time frame for asset management plan and CIP

Again until we finish the two projects on our plate the Board would like to put these off until 2018.

Discuss time frame for energy audit

This item was temporarily tabled and will be up for discussion as part of the 2018 budget process.

Water Pump Project

The pumps should be here mid-March 2017

23 Main Street – possible demolition

The Board is still waiting for information and pricing on the possible demolition of this building and would like the information for Town Meeting.

Jar Testing

Jar Testing is scheduled for January 31st at the Water Plant

Review and discuss revised 2017 proposed budget numbers – discuss budget public hearing date

The Board reviewed the most recent revision to the 2017 budget. We won't have a final number on the Solid Waste Budget until after tomorrow night's Wilton Recycling Budget meeting. The tentative 2017 budget is up approximately \$71,000 or 3.46%.

Review and discuss draft 2017 draft Warrant Articles

The Board reviewed the draft warrant articles. They will determine if they are leaving the Yard Sale zoning amendment on the warrant after the Planning Board holds the public hearing tomorrow night.

Old Business

Review and discuss status of Water & Sewer repairs to 20 Granite Avenue and 61 High Street

The Town Administrator made the Board aware that she has sent a certified letter to the owner of 20 Granite Avenue regarding the leak and the repairs necessary to turn the water back on. The Board asked the Town Administrator to send a second request certified letter regarding that leak.

The Town Administrator is still waiting for a quote from the owner or contractor for the 61 High Street leak. The Town will be responsible for the leaks on our side of the property line and relocating the curb stop to the owner's property. In order to split the cost with the owner we will need the quote and we will need it broken out so we can determine the share. If we don't get a quote from the owner's contractor then the Town Administrator will try to reach Tim Anderson or Accura.

Review and discuss who will attend the January 12th Wilton Recycling Meeting

The Town Administrator will attend this meeting and report back to the Board.

Review and discuss Selectmen attending January 12, 2017 Planning Board public hearing on proposed Yard Sale amendment to Zoning Regulations

Selectman Spratt will attend the public hearing on the Yard Sale Zoning Amendment.

New Business

Review and discuss 2017 date for 2016 audit

The Town Administrator made the Board aware that the 2016 Audit is set for the week of February 27, 2017.

Review and discuss Memo of Understanding with Mascenic School District for Emergency Management Operations and Town Attorney's recommendations

The Town Administrator noted that our Emergency Management Director (EMD) is trying to enter into a Memo of Understanding (MOU) with Mascenic on the use of one of the schools for a shelter in the event of a town-wide emergency. The TA sent the MOU to the Town Attorney for review and she suggests forwarding the town attorney's response directly to the EMD for review. The Board agrees.

Review and discuss notice to resident for past due payment plan on delinquent taxes

The Board reviewed a letter prepared by the Town Administrator notifying a taxpayer that their payment plan payment for December is late.

Review, discuss and vote on and amendment to extend the Water Pump replacement project thru the NH Drinking Water State Revolving Fund Program

The Town Administrator explained that since we had planned on starting the pump project in 2016 we had the completion date as September 2017. Since the project is now slated to begin in Spring 2017 the State would like us to extend the SRF loan to January 1, 2018. The Board signed the extension.

E-9-1-1 Discrepancies

The Town Administrator made the Board aware of a discrepancy from E-9-1-1 regarding an apartment in town. The renter has listed her/his address with the street address and a note of "upstairs" when the ALI Display lists it as "APT 2". We got this discrepancy on December 7th. We emailed the Captains twice on 12/8 and 12/22 and hand delivered a copy of this to Chief Buttrick on December 28, 2016 and no one has gotten back to us to fix this. We get weekly request to fix this from E-9-1-1. The TA is concerned that some of these discrepancies can be safety issues and the Fire Chief is the house numbering authority for the Town.

The Board would like the Town Administrator to write a letter to Chief Buttrick, for their signatures.

Signature Folder

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

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

Review, discuss and approve: PO for winter salt, Request for Trust Fund reimbursement for engineering capacity rating of monorail at WWTF

The Board reviewed approved and signed the above documents.

Adjourned

The Board adjourned the meeting at 5:54 p.m.

Submitted by: Kelley A. Collins/Town Administrator

Approved by:



Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Stephen Spratt/Selectman