

**TOWN OF GREENVILLE, NH**  
**SELECTMEN'S MEETING**  
**August 25, 2010**  
**Minutes**

**6:00 p.m.** Chairperson Bergeron opened the meeting at 6:01 p.m.

**In Attendance:** Chairperson Brenda Bergeron, Selectperson Kelle O'Keefe, Selectman Scott Blease (unavailable to attend), Town Administrator Kelley Collins, and Fire Chief James Stimans

**6:00 p.m. Meet with Fire Chief, Jim Stimans to review Fire Department Standard Operating Guidelines (SOGs)**

The Chief gave the Board a copy of the SOGs in June and the Board wanted to meet with the Chief to review them. Selectperson O'Keefe asked the Town Administrator if they should run these by LGC. The Town Administrator suggested that the Chief should review these against the Town's regular personnel policies and make sure they don't conflict. If there are any conflicts and the Board approves them then that should be delineated in both the SOGs for Fire and Personnel Policies for the Town. The Board would like these sent to LGC for review. The fire engine came back yesterday. There were more extensive repairs then they originally thought but it was a no charge repair. The Board would like the Town Administrator to prepare a letter of thanks to New Ipswich for the Board's signature and the Fire Chief's signature.

The Chief asked the Board whether they have considered pre buy for heating fuel for this year. They are waiting to see what Haffner's price may be, once they open.

It appears Haffner's will be opening in the next couple of weeks. There is training scheduled at Haffner's. The Chief noted that they will probably set up a response team for incidents. There are a lot of trainings between now and the end of the year.

The maintenance on the vehicles – there have been quite a few incidents on the vehicles. The Chief would like to try to prevent these things by doing preventive maintenance. There is a fire engine just sitting on the side of the station that is being used to flush culverts. The Board would like the Acting Road Agent to check the safety of the old Mack engine. The Fire Chief asked if the old Rescue Truck is going? It belongs to Woodard & Curran.

Financial Statements – When the chief submits bills he has made a few mistakes in coding – he has spoken to the office about this. The fire wards all received a different months expenditure report month. The Town Administrator will have a new July expenditure report sent to each Fire Ward. The Chief also asked about his water and sewer bills - he doesn't understand why he is getting two water and two sewer bills. The Town Administrator will take a look at this.

**Meet with Jack Moorhouse from NH Homeland Security and Emergency Management to execute an EMPG (Emergency Management Preparedness Grant) for High Street engineering services**

Jack Moorhouse brought copies of the EMPG documents for the Board to sign. This will allow the Town to receive 50% of their 25% of the \$35,850 engineering services. The grant will go to the next Governor and Council Meeting on September 22, 2010 and we should have the \$4481.25 by October 1, 2010.

**7:00 p.m. Meet with Jeff Tenley from Natural Resource Conservation Service (NRCS) to review and discuss the Damage Survey Report (DSR) for**

## **High Street**

Jeff Tenley and Chad Cochran from NRCS brought the DSR for the High Street project for the Board's review. There are three copies. The Board will be asked to sign these and then one will be left with the Town, one will be kept in their Durham office and one will go to Washington D.C. for review. There is a 25% cost share for the Town. NRCS does provide all the engineering services they assist with pre-construction meetings.

Jeff Tenley ran through the report with the Selectmen. NRCS' preliminary estimate for the project is \$1.1 million. The DSR will be available for review at Town Hall. We are currently at a 2.BDF rating. Someone with a 1 rating would rank higher. If something happens in the meantime this report could be amended and moved up the ranking. There is no commitment when signing on this program. If the Town cannot come up with the 25% match we can still opt out. Some of their programs have a 20% refusal but this one does not. We can access the EWP policy on-line from NRCS's website. The Town would use the plan to put our RFQs (request for quote). If there is a change it would have to be approved by NRCS. Because of the scope of this project if this is funded NRCS would put the engineering out to a private engineering firm. NRCS would do a pre-construction meeting and be available for inspections. You can request a waiver and possibly get progress payments. If the Board does not sign this and we try to go back to NRCS they would not qualify us because it would be considered a pre-existing condition. They did not feel this was a pre-existing condition.

Selectperson O'Keefe made a motion to authorize the Chairperson to sign the DSR for NRCS. Chairperson Bergeron seconded. Motion passed 2-0.

NRCS guarantees their work for 10 or 15 years. There may be 3-5% administrative funding available.

## **Old Business**

### **Review, discuss and update on complaint re: boulders blocking dump road – Mr. Washburn would like an appointment on a future agenda**

Mr. Washburn attended the meeting and came in from Franconia where he is working. Mrs. Frost has asked that she be allowed to attend the meeting. He bought the property 14 years ago and it was a toilet back then. The old dump road had been voted to be closed subject to gates and bars by town meeting in 1980. They had torn the gate down and dumped things in there. He went to see the Road Agent, Mr. Washburn paid for a gate with a chain. There was still dumping in there. They put a lock on the gate and that pretty much stopped the dumping but then they had problems with snowmobiles, big tire trucks, etc. He has put \$1 million into this property in clearing, etc. Someone burnt 2 dozen apple bins at \$60 each. He built roads in his property for sleigh rides, etc. He spent \$10K on apple trees and the dirt bikes tore them up. He went to fire chief and police chief and police chief said he cannot police the area. At the time both the police and fire said that they had no problem with the boulders because they had access from another road. He did go to the Selectmen, Police Chief and Fire Chief. They have not had any problems since they blocked it off. The Police cannot enforce this and he cannot afford the damage. He got a letter in 2004 from the Selectmen and his Attorney, Silas Little, responded to that letter.

The only similar situation that Chairperson Bergeron can think of is in 2002 on Old Ashby Road where it goes to dirt. The resident wanted to ban the use of it because they lived up there but the Town cannot stop the use of a Class VI road.

The Board would like the Town Administrator to provide them with a copy of the statute on Class VI roads.

**Review and discuss status of Adams Hill Water Tower project – table to 9/8 with full board.**

**Review and discuss status of water project on Route 31** – The Board set a date for an informational meeting at 7:00 p.m. on Wednesday, September 8, 2010. The Town Office will call the residents who RSVP'd with interest in attending a meeting.

**Review and discuss status of wetlands permit for Richardson Road project**

Selectperson O'Keefe made a motion to authorize Chad from Fieldstone to sign the wetlands permit for Richardson Road. Chairperson Bergeron seconded. Motion passed 2-0

**Phone request from Amanda Gaspard from Monadnock Public Health**

**Network for 15 – 20 minutes on a future BOS agenda** – The Board would like the Town Administrator to call Ms. Gaspard and see if she is available on September 22, 2010 at 7 pm. The Town Administrator will make sure that our Emergency Management Director is also invited.

**Souhegan Ambulance would like to know when budget is due, when you want to meet with them and what documentation you will be looking for?**

The Town Administrator noted that the Town Office received a call from Souhegan Ambulance asking when the Board may be looking to meet with them and what kind of documentation they would like for the 2011 budget process. Selectperson O'Keefe and Chairperson Bergeron are not ready to set a date for a meeting but they will be looking for some line-item detail from the Ambulance.

**Review, discuss and authorize use of meeting room for budget workshops in November Board approved.**

River Center in Peterborough has offered to hold some budgeting workshops in Greenville on Friday, November 5 and Friday, November 12 from 10:00 a.m. to noon. They are looking for a space to hold the workshops. The Selectmen approved using the Meeting Room those two Fridays.

**Signature Folder**

- **Review, approve and sign check manifests**  
The Board reviewed, approved and signed the check manifests
- **Review, discuss and authorize Chairperson to sign and approve Payment Request for Clarifier Project**  
Selectperson O'Keefe made a motion to authorize Chairperson Bergeron to sign Contractors application #7 in the amount of \$56,755, for the Clarifier project. Chairperson Bergeron seconded. Motion passed 2-0.  
  
Selectperson O'Keefe made a motion to authorize Chairperson Bergeron to sign Payment Request # 5 in the amount of \$93,712.69 for the Clarifier project. Chairperson Bergeron seconded. Motion passed 2-0.
- **Review, discuss and approve August 3, 2010 Board of Selectmen Meeting Minutes**  
The Board reviewed, approved and signed the minutes of the August 3, 2010 , Selectmen's Meeting.
- **Review, discuss and approve August 3, 2010 Board of Selectmen Non Public Meeting Minutes**

The Board reviewed, approved and signed the minutes of the August 3, 2010 Non Public Meeting minutes.

**Parks & Recreation Committee member interest**

The Town Administrator made the Board aware that Mrs. Lauren Nelson has called (last week) and stopped in (this week) to express her interest in serving on the Parks & Recreation Committee. The Board will consider new members and appointments in March 2011. The Town Administrator should provide anyone who is interested with the appropriate form.

**Fire Station geo tech**

Selectperson O'Keefe made a motion to temporarily suspend any geo tech work pending valuation of existing easement. Chairperson Bergeron seconded. Motion passed 2 – 0.

**Non Public Session under RSA 91-A:3 (b) to discuss hiring a public employee**

Selectperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3, II (b) at 9:09 p.m. Chairperson Bergeron seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe - yes

Selectperson O'Keefe made a motion to come out of Non Public Session at 9:10 p.m. Chairperson Bergeron seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes

**Non Public Session under RSA 91-A:3, (a) to discuss an employee performance evaluation**

Selectperson O'Keefe suggested conducting the Town Administrator's new hire performance evaluation on Tuesday, August 31, 2010 at 4:00 p.m., if Selectman Blease is available.

**Adjournment**

Selectperson O'Keefe made a motion to adjourn the meeting at 9:13 p.m. Chairperson Bergeron seconded. Motion passed 2 – 0.

Approved by:

  
Brenda Bergeron/Chairperson

  
Kelle O'Keefe/Selectperson

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Scott Blease/Selectman