

**TOWN OF GREENVILLE, NH
SELECTMEN'S MEETING
November 10, 2010
Minutes**

5:00 p.m. Open Meeting

Chairperson Bergeron made a motion to open the meeting at 5:00 p.m. Selectperson O'Keefe seconded. Motion passed.

In Attendance: Chairperson Brenda Bergeron, Selectperson Kelle O'Keefe, Selectman Scott Blease, Town Administrator Kelley Collins, Greenville Water & Sewer Operations Manager, Carla Mary, Fire Chief, Jim Stimans,

5:00 p.m. Meet with Carl Mary/Operations Manager for Water & Sewer to discuss cleaning out the water system lagoon

Carla Mary addressed the Board and reminded them that we have been working on this since we took over in 2002. We have been trying to get good numbers. The water lagoon hasn't been emptied in over 30 years. Ms. Mary's concern is that the discharge pipe is buried and if it freezes it could shut the plant down. She has had the sludge in the lagoon tested. The testing was \$2500. The tests came back too high in arsenic for land application. She noted that they aren't really sure where that came from. The raw water is not high and the treated water is not high in arsenic. She does not want the residents to think this affects their drinking water it is only in the lagoon. Ms. Mary obtained a quote from Northern New England Field Services, LLC. It would be about \$35K to haul this material off site. This guy would haul it over to the drying beds at the WWT plant and keep adding ash and testing it until we get the arsenic down to 32. It is currently at 59. Carla did have it tested just in case there was an error in the original test and the lab got a 40 and then she tried a new lab and got 60. We could store it at the drying bed for up to 5 years. If the price stays high we could do a little at a time. This plan would be \$9574. for just one lagoon.

Chairman Bergeron went back to the 2007 town report and reviewed Article 18 in the 2008 warrant. She noted that the town meeting specifically set up an expendable trust fund (ETF) for repairs and maintenance to the water treatment plant lagoons and authorized \$20,000 to be placed in the ETF. (clarification: On the 2009 town warrant this original ETF was discontinued with Article #6 and became part of the general fund. In Article #7 in the same Warrant a new ETF was created called the Water Department Fund and \$215,136 was authorized to fund "purchasing, repairing and maintenance of all water treatment plant equipment to include the lagoons, water storage tanks, distribution system....") There is currently \$217,000 (correction: as of 10/31/10 there is \$212,033.97) in the ETF. We need \$143,000 for Adams Hill Water tower (\$119,000 for the refurbishment of the tower and \$24,000 for the additional engineering services for the refurbishment of the tower), \$62,500 for the ARRA water meter project. Carla noted that with all the liquid funds for the water department the balance is over \$600K. Carla intends to write a warrant article to move \$100K from water revenue fund to the expendable trust. If we can get the arsenic levels down then there is a person in NH that can spread this for the ash and trucking costs.

Chairperson Bergeron acknowledges that in 2008 Article 18 authorized cleaning of water lagoons for \$20K. Since this is a specialized service the Board is waiving the requirements of a PO and (3) bids and made a motion to accept Northern New England Field Services LLC for \$9,574. Selectperson O'Keefe seconded. Vote: 3-0.

He will start this on December 6, 2010.

Hydrant on Pleasant Street

The Selectmen would like a couple of bollards placed in front of the hydrant on Pleasant Street. Carla Mary will meet with Toby Fedder about this.

6:00 p.m. Meet with Fire Chief, Jim Stimans

Fire Chief Stimans asked if there is a process for requesting a house number and what do we send to 9-1-1. he wants a copy of anything we send to the 9-1-1 Bureau.

Fire Chief Stimans asked if there is a plan for Highway Department to clear the hydrants on Route 31. The Board will discuss this with the Acting Road Agent

Background Checks

The Chief wants to know what the Town is doing for criminal background checks. They are now saying that the FBI checks will take up to 7 months to get back. The Town Administrator suggested getting NH Criminal background checks and Motor Vehicle background checks. The Board agreed.

Fuel

The office checked with Haffner's. They do not do automatic delivery. Mathewson was a penny per gallon more and allow automatic delivery. The Board is good with Mathewson we cannot take the chance of running out of oil in town buildings.

Roof

Repaired fire station roof. It has been repaired twice and the roof has blown off. May have to tarp this for the winter. The Chief has spoken to a few roofers and you will pay double to roof it or repair it at this time of the year. All the good contractors wanted the river drained to work back there. They would use a heavy canvas type tarp. The BOS would like them to use a dark color.

6:30 p.m. Public Hearing on Greenville Sewer Use Ordinance

Chairperson Bergeron opened the Public Hearing on the Greenville Sewer Use Ordinance. The Board had reviewed this before and adopted it in December of 2009. They realized that it had not been reviewed by legal counsel. So the Board rescinded that vote.

The main question that Marshall Buttrick asked if this addresses Pilgrim Food's concerns. The Board noted that it addresses most of their concerns and the rest are in negotiations with Pilgrim Foods.

Chairperson Bergeron made a motion to close the public hearing for the Sewer Use ordinance at 7:35 p.m. Selectperson O'Keefe seconded. Vote 3-0.

Chairperson Bergeron made a motion to adopt this latest revision of the Sewer Use Ordinance Selectperson O'Keefe seconded. Vote: 3-0

7:00 p.m. Meet with Police Chief, McTague to meet new hire for police department

Chief McTague introduced the Board to C J Rousseau who is applying to be a part time officer with the Town. He has discussed this unofficially with the other two selectmen (Temple) and will go to the Temple meeting Monday night. Chief McTague met Mr. Rousseau through Sgt. D'Aurio. Officer Sprankle has done the background check. The Chief is trying to get him in the full time academy. The part time academy is 8 weeks 3 days a week and part timers can only work 1300 per year. The full time academy is 14 weeks and has no working restrictions. The Chief likes to have an officer in the batter's box. He would like Mr. Rousseau to go to the January academy. He would be doing light training with officers until January.

Selectperson O'Keefe asked Mr. Rousseau to tell them a little about himself. CJ is 26 raised in Merrimack went to Plymouth State and played baseball. All his roommates from college are now cops. He likes the small town feel and he has met all the guys at the station. Mr. Rousseau has been on a few ride-alongs with Londonderry and State Police. He believes being a police officer will be interesting and always changing.

Selectperson O'Keefe made a motion to hire CJ Rousseau, Jr. as a part time police officer in Temple-Greenville Police Department. Chairperson Bergeron seconded. Vote: 3-0.

7:30 p.m. Meet with Jim Fenton from Hemlock Hills re: water/sewer services

Mr. Fenton owns Hemlock Hills in town. He would like to approach the town about doing water and sewer up there. He heard they were offering a deal. Selectman Blease noted that discount was good through November 15, 2010. They would like to do a privately held association in Hemlock Hills. He is considering a low pressure sewer system with a grinder pump in every house. They did this in Acton MA. The biggest pipe in the street would be 4 inches. When you

tie into the high pressure system you need a pump station.

Mr. Fenton is planning on staying and they bought the bank out. They will be doing 1500 – 1800 square foot starter homes. He is here to see if his plan for water & sewer is feasible.

The Board recommended that Mr. Fenton speak to the Water and Sewer Operations Manager, Carla Mary. She will work with him and Woodard & Curran's engineers to determine what will work for the town and for Mr. Fenton.

Mr. Fenton asked if since they own the land could they put the land up as collateral to get rid of the bond. The Selectmen would have to run that by town counsel.

Old Business

Review and discuss options for High Street slope stabilization – authority to apply to FEMA and/or meet with NRCS

The Board of Selectmen authorized the Town Administrator to contact FEMA and Senator Bragdon about the High Street project and to pursue a grant from FEMA.

Review, approve and vote on including the administrative secretary's position in the NH Retirement system

Selectperson O'Keefe made a motion to include the Administrative Secretary's position in NH Retirement System commencing on January 1, 2010. Selectman Blease seconded. Vote: 3-0.

Review and discuss status of K. Valliere's NH Retirement enrollment

The Town Administrator received a call from Tamre McCrae at NH Retirement regarding the status of Kathy Valliere's enrollment. NH Retirement noted that the Town Clerk/Tax Collector must be full time (and be eligible for any full time benefits the employer offer), she must be able to meet the required hours with one place of employment, and she must work at least 1700 hours per year. Since the Town Clerk/Tax Collector is elected NH Retirement considers a year from March to February.

Non Public Session under RSA 91-A:3, II (a) at 7:50 p.m.

Selectperson O'Keefe made a motion to go into Non Public Session under RSA 91-A:3,II (a) at 7:50 p.m. Selectman Blease seconded. Roll Call Vote: Chairman Bergeron – yes; Selectperson O'Keefe – yes; Selectman Blease – yes.

The Town Administrator noted that NH Retirement has reviewed the time sheets that Kathy Valliere and the town provided and from January to June the time sheets only show 260 for Mrs. Valliere. Someone in the town would have to attest to the fact that she could get 1700 hours by March. The Town Administrator noted that since Mrs. Valliere does not always provide timesheets she is unable to attest to hours. In addition, at 32 hours per week x 52 weeks Mrs. Valliere would be 36 hours short for the year. The Selectmen noted that if Mrs. Valliere wants to stay enrolled in the NH Retirement System she will need to start filling out timesheets every week. Otherwise, the town cannot attest to the fact that she is meeting the hour requirements.

Selectperson O'Keefe made a motion to leave Non Public Session at 8:04 p.m. Selectperson Blease seconded. Roll Call Vote: Chairperson Bergeron – yes; Selectperson O'Keefe – yes; Selectman Blease – yes.

Review and discuss door on town hall

Selectperson O'Keefe reviewed the documentation for the original town hall doors. The doors that were purchased for the Library and Town Clerk/Tax Collector's Office were \$17,000 in 1996. The doors were custom made and that vendor is no longer in business.

New Business

Review and discuss letter to M. Koskinski

Review discuss and set dates for meetings through year end

Selectperson O'Keefe is not available this week and no one is interested in meeting the Wednesday night before Thanksgiving. The next meeting will be Monday 11/22/10.

Review and discuss "Request to Meet with Board" from George Alix and family of Philip Alix

The Board wants the Town Administrator to wait for the Alix's to get the letter on the gate and then if they still want to come in they can have 10 or 15 minutes on the next agenda. The Board will want the Acting Road Agent at that meeting. The Town Administrator suggested waiting until we have an answer on the viability of the FEMA grant.

Review, discuss, approve and vote on supporting the change to the Tobey Reservoir protection requirements

In 2013 NH DES will be reviewing all these. What brought this up was that someone in Temple wanted to kayak in the reservoir.

Chairperson Bergeron made a motion to support a revision to Enc-Ws 386.30 Protection of the Purity of Tobey Reservoir and Its Watershed support revising NH Code of Administrative Rules, specifically to combine #4, 5 & 6 to new #4 and then renumber remaining items. Selectperson O'Keefe seconded. Vote: 3-0 (see attached)

Review, discuss, approve and vote on changes to short term disability and life insurance Policies

The Town Administrator noted that when she was reviewing the fees for short term disability and life insurance she noted that although the benefit is supposed to be one year's annual salary the cap is actually \$50K and three employees make more than that. In addition, all employees except one are above the cap for short term disability. The increase in cost to update the life insurance is \$4.60 per month. The Board agreed to raise the cap on life insurance. The increase for the disability will be \$85 per month (\$23 per month is the percent increase and the other \$62 is the increase in the cap) The Board approved the increase in the cap for disability as well.

Review and discuss new monthly school payments

The Town Administrator made the Board aware that the monthly school payments have gone down almost \$40K per month.

Fire Station proposed land

Selectperson O'Keefe asked Leon Proctor if he knows who authorized the fill on Lamarre's Property from GEVD. Leon Proctor believes that Tom Barrett approved this with the permission of the Fire Station Committee. Selectman Blease noted that they are building a fire station on a slab why would they need fill with rocks the size of cars.

The Board would like to know who authorized GEVD to bring that fill in.

Review, approve and sign check manifest

The Board signed all but a couple of sewer department checks at their meeting on November 9, 2010

Review, discuss and approve October 27, 2010 Board of Selectmen's Meeting Minutes

The Board reviewed, approved and signed the Selectmen's Meeting minutes of October 27, 2010

Review, discuss and approve October 27, 2010 Board of Selectmen's Non Public Meeting minutes (3) sets

The Board reviewed, approved and signed (3) sets of Non Public Selectmen's Meeting minutes from October 27, 2010.

Review, discuss, approve and authorize the Chairperson to sign Certificate of Substantial Completion for clarifier project

Selectperson O'Keefe made a motion to authorize the Chairperson to sign the Certificate of Substantial Completion for the clarifier project. Selectman Blease seconded. Vote: 3-0

Review, discuss, approve and authorize the Chairperson to sign renewal for property liability insurance

Selectperson O'Keefe made a motion to authorize the Chairperson to sign the renewal for property liability insurance for 2011. Selectman Blease seconded. Vote: 3-0.

Review, discuss, and approve PO for Parks and Recreation for toilet lids \$250

The Board feels \$250 is high for two toilet lids. They would like the Town Administrator to contact the Chair for Parks & Recreation, Rick Miller and ask him to price out replacement toilets.

Review, discuss and approve PO for encoder for fire and EMS radio \$410

The Board reviewed and approved the purchase order for the encode for fire and EMS radio

Review, discuss and sign contract for refurbishment of Adams Hill Water Tower


Selectperson O'Keefe and Selectman Blease signed the Adams Hill Water Tower contracts.


Adjourn

Selectperson O'Keefe made a motion to adjourn at 8:07 p.m. Selectman Blease seconded. Motion passed Vote 3-0

Submitted by: Kelley A. Collins/Town Administrator

Approved by:


Brenda Bergeron/Chairperson


Kelle O'Keefe/Selectperson


Scott Blease/Selectman