

**Town of Greenville
Board of Selectmen**

Minutes – December 8, 2021

Call to order at 6:02 p.m. in the Town Hall Meeting Room, 46 Main Street, Greenville. Present: Chairperson Carla Mary, Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

Meet with Fire Department Re: Chief, 2022 Budget, & Warrant Article

Scott Vaillancourt, on behalf of a majority of the members of the Fire Department, presented a letter expressing support for Benjamin Buttrick to be appointed as the new Fire Chief. He discussed Mr. Buttrick's capabilities and longevity in the department. The Selectmen reviewed additional letters of recommendation received from New Ipswich Fire Chief Meredith Lund and SVAS Chief Wendy Leger. Selectwoman Bickford discussed the Board's awareness that Mr. Buttrick's employment required frequent travel, and the consideration of that in the decision of appointment to Chief. Mr. Vaillancourt stated that Mr. Buttrick had been present for 41 of the last 45 calls, and discussed the availability of Deputies and Lieutenants to step up when Mr. Buttrick was away. Chairperson Mary questioned if Mr. (Benjamin) Buttrick still wanted to be appointed Fire Chief, and Mr. Vaillancourt answered that he believed he did.

Motion by Chairperson Mary to appoint Benjamin Buttrick as Fire Chief.

She questioned what length of an appointment the Board wanted. There was discussion between the Board, Mr. Vaillancourt, and Fire Chief Charles Buttrick about the need to meet with Benjamin to confirm his willingness to be appointed, and to consider a timeline for transition. The motion was not seconded. The Board agreed they would schedule a meeting with Fire Chief Charles Buttrick and Deputy Chief Benjamin Buttrick at a future meeting.

Chief Buttrick presented the department's 2022 budget proposal. He discussed the recommended increase in the Fire Salaries line-item, explaining that duties were increasing because they were being shared by fewer department members. The Town Administrator discussed the previously expressed concern of the Board that the full salary line was being distributed rather than stipends being tied to a formula that was not subjective. Chief Buttrick explained the base amounts, depending on certification level, officer rank, etc., but that additional amounts were provided to compensate for additional duties performed.

Chief Buttrick discussed that Fire Prevention was being kept as an active line-item with \$1. He also discussed the need to fund a stipend for the NIFRS reporting that was going to be done by the Selectmen's Administrative Assistant. He discussed increasing costs required for the 4X/year Cascade air system certification in addition to the pump and ladder certifications. Chairperson Mary expressed that she wanted to see the training budget be utilized. Mr. Vaillancourt discussed intentions to schedule in-house trainings and send members for more trainings. Chief Buttrick discussed the training of EMTs who then often go to SVAS to be paid for calls. He discussed a new cell tower preventative maintenance contract. He expressed support for a warrant article to declare Barrett Hill Road and emergency way to

facilitate access to the Cell Tower, and discussed an incident which required the use of a neighboring community's side-by-side ATV to access the site.

Chief Buttrick discussed the Department's aging trucks, and new requirements for turnout gear and hose testing as additional increasing costs. Selectwoman Bickford discussed the need to fund the Fire Capital Reserve Account at a higher level. Selectman Reardon questioned a recent incident involving the jaws-of-life, which Chief Buttrick explained was not an equipment failure, but an issue with overlap of multiple mutual aid responders.

Chief Buttrick discussed the truck committee's work with potential vendors and the recommendation of a warrant article to purchase a custom truck through a lease-purchase. Chairperson Mary questioned the annual payment. Chief Buttrick discussed how the payment would vary depending on the down-payment. He explained that they had already seen a 4% increase in the cost, which was estimated around \$600,000, and that it would be 450 days from order until the truck would arrive. He explained that the truck would be a "carbon copy" of the one they currently had, except that foam had been eliminated from the specifications. Selectwoman Bickford asked about the value of the old truck, and the Chief answered that, due to its age, it would not be able to be used in fire service.

Chief Buttrick discussed that the department would petition for the abolishment of the Fire Wards due to the Selectmen's non-support of such an article. Selectman Reardon could not recall having expressed opinion on the matter. The Town Administrator discussed a prior meeting where Chairperson Mary had expressed that she did not support disbanding of the Fire Wards, and that no support to the contrary was expressed, leading to her understanding that the Board did not wish to put forward such an article.

Public Hearing – 7:00 p.m.

Chairperson Mary announced the opening of the Public Hearing for the proposed parking ordinance at 7:01 p.m. and read the notice. Handouts of the existing and proposed revisions were available to the public.

Mark Winslow, of 238 Adams Hill Road, questioned the definition of "commercial vehicle", and discussed the experience of a friend who was cited for parking in a poorly marked handicapped space. He questioned if a repeal of the prior ordinance was needed, and if not, recommended a notation of the revision date in the proposed language.

Police Chief James McTague explained that the Department prefers ticketing over citations for "stopping, standing, parking", as those affect a person's record. He indicated that they had only taken 2 or 3 people to court for such in his time as Chief. Mr. Winslow expressed that it would be important to improve signage if this were adopted.

Hearing no further comments, Chairperson Mary announced the closure of the Public Hearing at 7:08 p.m. The Board tabled the Parking Ordinance.

Selectman Reardon and Selectwoman Bickford expressed that they would like to discuss the matter of a Fireward warrant article further. Rick Miller, of 10 Dunster Hill Road, addressed the proposed parking

ordinance, expressing concern about people parking on sidewalks, the need to increase available parking for businesses on Main Street, and the continual parking of “big rigs” downtown. Ed White, former Chair of the Planning Board, expressed that the Chief can’t enforce parking for businesses on Main Street, and that spaces should not be allocated to specific businesses.

New Business

Budgets: Emergency Management, Welfare

Emergency Management Director Ed White presented his proposed budget. The Town Administrator noted that, due to the anticipated savings of the voice-over-IP phone system, she had revised the phone budget back to the prior year amount. There were no questions.

The Town Administrator presented the Welfare budget, noting the only increase as the recommended COLA for the Welfare Officer. Chief Buttrick questioned if the COVID-related relief programs coming to an end necessitated an increase in certain budget line-items. The Town Administrator expressed confidence that the presented budget was sufficient, given how far below budget prior years had ended.

Town Meeting Warrant

The Town Administrator reviewed known items for the draft of the warrant, and noted there were still outstanding questions regarding a Fire Ward article and the Tax-deeded property recommendations of Atty. Bedard. The Selectmen reviewed an email from Dan Hynes, owner of the former Antiques Mall, requesting the Board consider language which included “as justice may require” for the disposal of tax-deeded property. The Town Administrator relayed previous discussions of the Board wherein they did not generally wish to expand their authority, and their particular concern about having the ability to choose one buyer over another, which could be viewed as favoritism. Chairperson Mary suggested that further discussion of potential articles be held for when a draft was available.

Avitar Settlement Recommendation: Map 3 Lot 38-F

The Selectmen reviewed Evan Roberge’s recommended settlement of the BTLA filed appeal of the denied abatement for Map 3 Lot 38-F.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to abate \$6,200 of value for Map 3 Lot 38-F (Pelletier) for Tax Year 2020, resulting in a refund of \$144 plus statutory interest.

Motion carried with 2 in favor, none opposed. Chairperson Mary recused herself.

Holiday Policy

The Town Administrator discussed an issue with determining the amount of straight time and overtime with the need for hourly Highway Department staff to come in due to snow on the day after Thanksgiving. The Selectmen expressed their support for the Town Administrator to make such a judgement call, and to maintain the flexibility to grant time off if the business needs allowed.

Miscellaneous

The Selectmen reviewed the H2O Innovations CPI increase, and authorized the Town Administrator to sign the acknowledgement.

Motion by Chairperson Mary, 2nd by Selectman Reardon, to approve the minutes of November 17, 2021 as presented.

Motion carried with 3 in favor, none opposed.

Old Business

Water Plant Tree Removal Quote

The Town Administrator explained that the scope of the tree removal project was due to the concern for trees which could take down the power line to the pumping station, and that the whole highlighted area would not be for sludge dewatering.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to accept the quote of \$20,460 from Gordon Services for tree removal, stumping, and excavation of sludge.

Motion carried with 3 in favor, none opposed.

Budget: Executive

The Town Administrator presented the revised Executive Office budget, which needed to be revised pursuant to the prior meeting decision regarding the 5.9% COLA increase. There were no questions.

Signature Folder

The Selectmen:

- Reviewed, discussed, and approved the minutes of the November 17, 2021 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: Highway, Fire.
- Reviewed, discussed, and approved Employment Offer, Pay Rate: Casson.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn at 7:51 p.m.

Motion carried with 3 in favor, none opposed.


Submitted by: Tara Sousa/Town Administrator

Approved by:

Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Margaret Bickford/Selectwoman