

**Town of Greenville
Board of Selectmen**

Minutes – September 14, 2022

Call to order at 3:30 p.m. in the Town Hall Meeting Room, 46 Main Street, Greenville. Present: Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

Meet with Road Agent Scott Leard

The Selectmen met with Scott Leard, who discussed the condition of Richardson Road. He discussed the work the Highway Department had done on the upper section, the time involved, and the limitations of their equipment, and that it would not be feasible to do the same on the larger lower section before winter. He discussed alternatives had priced out, and his recommendation to have Advanced Paving do the road prep and paving in conjunction with the other contracted work scheduled this fall.

Selectwoman Bickford questioned the cost to do the whole road. Mr. Leard indicated he had not had that priced out, given the other paving commitments this year. He explained that he intended to crack seal as much of the Town's roads as possible with next year's budget.

Motion by Selectwoman Bickford, 2nd by Selectman Reardon, to accept the quote of \$51,177 by Advanced Paving and Excavating for the proposed work on Richardson Road.

Motion carried with 2 in favor, none opposed.

Mr. Leard and the Town Administrator discussed concerns about the previous direction by the Board to paint a line delineating the sidewalk near the corner of Main and Mill, due to the non-uniform width of the sidewalk, and how defining such might impact snow removal. The Selectmen discussed the original safety concern about a resident's grill and its proximity to users of the sidewalk. The Selectmen agreed to attempt to resolve the safety concern by sending a letter to the owner.

Mr. Leard discussed potential options to limit access to DPW Drive to reduce improper dumping and to control residents' taking of sand. The Selectmen supported the idea of moving the gate so that the area could not be accessed after hours or on weekends by unauthorized persons.

Mr. Leard informed the Board that a local offer had been received for the 2001 International, which had been publicly posted, in accordance with the purchasing policy, on Municibid, but failed to receive a bid exceeding the reserve. The local offer of \$10,000 was by Ken Rocca. Mr. Leard discussed a recent hydraulic line failure, and recommended that the truck be sold before a costlier repair reduced the value of it.

Motion by Selectwoman Bickford, 2nd by Selectman Reardon, to accept the offer of \$10,000 by Ken Rocca for the 2001 International.

Motion carried with 2 in favor, none opposed.

Mr. Leard relayed some recent issues with large trucks on Hubbard Hill Road, and asked if the Board had considered placing "No through trucking" signs on the road. The Selectmen expressed their support for such, and Mr. Leard said he would research what process, if any, was needed to designate a road as restricted.

The Town Administrator discussed her and Mr. Leard's efforts to obtain quotes for sand-blasting the pool through 3 different vendors. The Selectmen reviewed the 2 quotes received, and references obtained for the low bidder.

Motion by Selectwoman Bickford, 2nd by Selectman Reardon, to accept the quote of \$15,9000 (PO #830) by New England Dustless Mobile Blasting for sand blasting of the Town Pool.

Motion carried with 2 in favor, none opposed.

Old Business:

Water Tank Maintenance Recommendations

The Selectmen reviewed a proposal by Underwater Solutions for the recommended maintenance on both water tanks over the next 10 years, with 2023 and 2025 requiring the largest investment (approximately \$100K or more). The Selectmen did not support committing to one company for such a long period of time. The Town Administrator recommended that the proposed 2023 work be put out for competitive bid next year.

Affinity LED

The Selectmen reviewed the survey feedback from multiple communities about their experience with Affinity LED, and financing options through Municipal Leasing Consultants for the 2 streetlight conversion options presented by Affinity LED. The Town Administrator relayed that Cassidy Brennan at Affinity confirmed there is no prepayment penalty. The Town Administrator discussed the possibilities of waiting and presenting the project as a warrant article using fund balance next March, entering the budget-neutral lease arrangement (with the electricity savings funding the lease payments), or using the lease option to then present a warrant article to pay the lease off early. The Selectmen discussed that they preferred the lower cost smart-ready fixture option, and given the rising cost of electric, were in agreement to undertake the project as soon as possible.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to accept Municipal Leasing Consultants to finance the Option 1 streetlight conversion through Affinity LED, and to authorize Town Administrator Tara Sousa to sign the contract documents.

Motion carried with 2 in favor, none opposed.

New Business:

Heating Fuel Bid

The Selectmen reviewed 7 heating oil bids from 5 different companies. The Town Administrator discussed the impact on the budget of accepting the low bid, which is a fixed price, rather than a pre-buy contract, as had been approved the last 2 years.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to accept the fixed-price bid by Irving Energy, at \$3.728/gallon of heating oil.

Motion carried with 2 in favor, none opposed.

2023 Budget Directives

The Town Administrator explained that she and other department heads were seeking guidance for cost-of-living increases in the 2023 budget, and any other projects which the Selectmen wanted to prioritize. The Selectmen briefly discussed the anticipated social security increase, but tabled any further discussion for when the full Board was present.

Email from EMD Ed White Re: PO Threshold

The Selectmen reviewed an email from Emergency Management Director Ed White requesting the Board consider revising the purchase order threshold of the purchasing policy, which requires a purchase order for amounts over \$250. Both Selectmen expressed reservations about increasing that threshold. The Town Administrator expressed her concurrence with Mr. White that the amount is very low. She also noted the Board's recent decision to change the Fire Department's PO threshold, and that the policy needs to be revised to reflect that change. Selectwoman Bickford asked about the administrative burden associated with the low threshold, which the Town Administrator addressed. The Board agreed to take the request under advisement.

Miscellaneous

The Town Administrator relayed that her office had received the first-ever 79-e application for the property at 8 Dunster Ave, and suggested October 26, 2022 for the Public Hearing. Selectmen Reardon questioned if and how the 79-e process is impacted by the Planning Board site plan review. The Town Administrator explained that the processes are independent of each other, but that a change in the proposed site plan could impact the answers/evidence submitted by the applicant for the 79-e, but with the application submitted and paid for, the 60-day requirement to hold the public hearing has started.

The Selectmen discussed a recommendation by Health Officer Kelle O'Keefe that daily fines under the Town's Vector Control Policy be assessed against the owners of a Dunster Ave property, for failure to address a violation noticed by certified mail. Selectman Reardon discussed his willingness to meet with the owners, in his capacity as the Code Enforcement Officer, to review the specific actions necessary to resolve the violation.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to give the noticed owners of a Dunster Ave property until September 30, 2022 to resolve the Vector Control Policy violations, and to authorize assessment of a \$100 daily fine beginning October 1, 2022, until such violation is rectified. Motion carried with 2 in favor, none opposed.

Signature Folder**The Selectmen:**

- Reviewed and tabled the minutes of the August 24, 2022 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: Fire.
- Reviewed, discussed, and approved Donation Acceptance: Eaton.

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn at 5:16 p.m.

Motion carried with 2 in favor, none opposed.

Submitted by: Tara Sousa/Town Administrator

Approved by:

Carla C. Mary/Chairperson



Douglas A. Reardon/Selectman



Margaret Bickford/Selectwoman