

**Town of Greenville
Board of Selectmen**

Minutes – January 11, 2023

Call to order at 3:32 p.m. in the Town Hall Meeting Room, 46 Main Street, Greenville. Present: Selectmen Douglas Reardon and Margaret Bickford, and Town Administrator Tara Sousa.

Old Business

Meet with Road Agent Re: 2023 Highway Budget

The Selectmen reviewed the Road Agent's list of work completed in 2022 and projects upcoming for 2023 and beyond. Road Agent Scott Leard expressed support for the creation of a road maintenance expendable trust. He and the Selectmen reviewed contract options offered by Just the Basics, the landscaping company that mowed and weed-whacked Town properties last year. Mr. Leard explained that the skipped weeks requested by the Town was difficult for the company from a planning and revenue perspective, so the 2023 quote had several options, but with more guaranteed days of service, and at an increased cost. Mr. Leard discussed the value of having that work contracted, freeing up his staff to complete more road projects. Selectwoman Bickford inquired about hiring a seasonal staff person, versus contracting out lawn care. The Town Administrator discussed liability, equipment cost, and safety issues with that option. The Selectmen expressed support for the proposed amount for the seasonal staffing line item. The landscape company owner has also offered to hold the offered rates for 3 years. The Town Administrator recommended waiting until the increase was approved at Town Meeting to commit to any long-term contract.

Selectwoman Bickford asked about sidewalk repairs. Mr. Leard and the Town Administrator discussed the status of the Complete Streets Policy Project Road Surface Management System Project, and that planning for sidewalk improvements would be an offshoot of those, with potential for some grant funding. Mr. Leard discussed the need for a piece of equipment to remove snow from sidewalks without causing damage. The Highway Department access road ("DPW Dr.") was discussed, as Mr. Leard had recommended potentially moving the gate to better control public access to salt/sand and the brush pile. The Selectmen recommended notice be put on the website specifying what the public can use and where brush, and only brush, can be deposited.

New Business

H2O Innovations Water/Sewer Contract Final Reconciliation

The Selectmen reviewed a reconciliation of the remaining 2022 maintenance budget due from H2O Innovations, a list of equipment in use at the plants but belonging to H2O, and NPDES permit testing costs. She relayed concerns that Chairperson Mary had with the proposed used equipment values, which she was negotiating with Rob Lauricella, and discussed the availability of the H2O pick-up trucks for purchase. She recommended acquiring the truck which had recently passed inspection, and believed she could negotiate within the amount owed as a refund to the Town, which was under \$3,000. The Selectmen expressed their support for expending up to that amount.

2023 Budgets: Debt Service, Health Agencies, Etc.

The Selectmen reviewed most of the remaining general fund budget sections, indicating she was awaiting the Police Department's final budget. The Town Administrator discussed the increases to debt service, which mainly were attributed to the fire truck bond. She noted the increase to St. Josephs under Health Agencies, which reflected a return to near pre-covid usage levels of Meals on Wheels.

Letter from Michelle Boynton Re: Rental Property

The Selectmen reviewed a letter from Michelle Boynton, a resident of an apartment complex in Town, who was trying to schedule a meeting with for residents of her complex with Senator Hassan. The Town Administrator discussed an old policy, still posted on the Town's website regarding use of the Meeting Room, and it was acknowledged that Ms. Boynton could request use of the room under that policy. The Selectmen discussed the need to update said policy. They discussed and recommended a response to Ms. Boynton outlining the local mechanisms for addressing concerns about rental property. Selectwoman Bickford discussed reviving the effort to develop a permitting process for rental units.

Upcoming Meeting Schedule

The Town Administrator discussed the status of the warrant and budget preparation, as well as options for holding the budget public hearing. The Selectmen expressed their preference for scheduling the public hearing on their regular scheduled meeting date, February 8th, versus February 15th. The Town Administrator indicated she would try to meet that timeline. She discussed the need to schedule public hearings for the sale of the "Duck Pond Lot", which the Selectmen were agreeable to include with the budget hearing, as well as for increases in the water and sewer rates, which were dependent on the final budgets and was discussed to be held at one of their March meetings.

Water & Sewer Abatement

The Selectmen reviewed an abatement recommended by the Town Administrator to reverse minimum charges billed in error to the Hills (8 Old Mason Center Rd.), while their water service was discontinued awaiting delivery of their new mobile home.

Motion by Selectwoman Bickford, 2nd by Selectman Reardon, to abate Map 6 Lot 88, owner Wilfred & Jean Hill, \$400 from 2022 sewer and \$150 from 2022 water.

Motion carried with 2 in favor, none opposed.

Underwood Engineers ESR 31

The Selectmen reviewed an Engineering Services Request from Underwood in the amount of \$5,000 for matters of technical assistance outside of the chemical feed facility project. The Selectmen decided, given the transition to the new contract operator, that it was best to delay contracting any additional outside engineering services.

Miscellaneous

The Selectmen reviewed an email from Atty. Bedard regarding authorizing a response to Frost Park Partnership relative to an insolvent estate. The Selectmen agreed to a response which maintains the validity of tax liens against the subject property.

Signature Folder

The Selectmen:

- Reviewed, discussed, and approved the minutes of the December 28, 2022 meeting.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.


Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn at 5:06 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