

**Town of Greenville
Board of Selectmen**

Minutes – March 8, 2023

Call to order at 3:31 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 Whitewater's Dan Wojcik, Steve Donovan, and Eric Smith

The Selectmen met with representatives of Whitewater, Inc.: Dan Wojcik, Project Manager; Eric Smith, Project Executive; and Steve Donovan, General Manager. Chairperson Mary asked Mr. Wojcik about his background, and he shared information about his years in the water industry, and his prior position at Pennichuck. He reviewed the current staffing for the Town, which included two H2O employees hired by Whitewater, himself, and interim staffing providing an Operator in Responsible Charge for wastewater, and an additional (floating) on-site operator. He discussed the recent pump station failure, and the effort to obtain an additional quote for the replacement of the intermediate pump station piping. Chairperson Mary expressed that the Board would like as many quotes as possible. To fund the repair, the Town Administrator discussed the expendable trust, or alternatively, that some of the unallocated municipal ARPA could be used. Mr. Smith discussed that Whitewater was currently assessing both system's capital improvement needs, and that they would be providing recommendations on reprioritizing necessary repairs. Chairperson Mary asked about their company's safety program, and Mr. Smith discussed Whitewater's commitment to safety, and gave the example of proper gas monitoring as an area of concern to be addressed.

Chairperson Mary noted a recent E Coli violation at the wastewater plant, which Mr. Wojcik explained was, they believed, cause by a dosing issue related to aged chemical. The assessment by DES's Dick Emberly of required staffing levels was discussed, as well as DES's concerns about non-licensed weekend coverage. Chairperson Mary expressed her agreement that this should be acceptable, so long as they were only performing rounds, and dosing changes were only being made by licensed personnel. Mr. Smith discussed that the unlicensed staff person was scheduled to take the M3 Massachusetts test later in the month, as New Hampshire was not offering operator testing until June. Mr. Wojcik discussed their plan to utilize remote monitoring at the wastewater plant. He discussed the team approach they are working to develop with the staff.

Chairperson Mary reviewed technical concerns she had regarding the anoxic zone, secondary clarifiers for redundancy, and the use of PAC 180. Mr. Wojcik discussed that the dosing was not optimized, and that they would be cleaning the basins to address issues with flock, etc. Selectwoman Bickford asked about a program to address grease through inspection of restaurants, for which Mr. Wojcik indicated they would review past efforts and develop a plan.

Current practice regarding purchasing and authorization for expenditures was discussed. Chairperson Mary expressed that the Selectmen looked forward to developing the working relationship with Whitewater. The Selectmen thanked Mr. Wojcik, Mr. Smith, and Mr. Donovan for their time.

Meet with Marshall Cain Re: Map 3 Lots 1 and 1-3

The Selectmen met with Marshall Cain regarding his filed intent to cut, and other issues relative to his recent acquisition of former Taft property. The Town Administrator discussed the engineering work and historic research performed by Mr. Cain's surveyor, which resulted in identification of a parcel which had been assessed to PSNH (Eversource) for many years, but was actually part of Taft's holdings, and was transferred to Mr. Cain. She explained that Eversource's acquiescence was evidenced by an abatement filed by them indicating that they were not the owner of the property. She explained that the ownership issued had delayed processing of Mr. Cain's intent to cut approval, and requested the Board motion to approve the ownership change in assessing.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to approve the restating of assessed ownership of Map 3 Lot 1-3 from PSNH DBA Eversource to MJC Realty Trust.

Motion carried with 3 in favor, none opposed.

The Town Administrator asked Mr. Cain to complete the tax year section of his intent to cut, and relayed that a written request for extension would be needed if the cutting were to go beyond March 31st of this year.

Mr. Cain discussed the fenced Town-owned reservoir, which was located in the middle of his parcel Map 3 Lot 1, on Dunster Hill, and which he believed was a liability for both him and the Town. He requested that the Board consider relinquishing ownership. He discussed his desire to properly close the open reservoir/cistern, which would require removal of substantial amounts of garbage. The Town Administrator discussed that the Town's deed to the parcel included a reversionary clause, that the well had been for fire protection of the mills, and was no longer connected to any Town systems. The Selectmen discussed the need to get advice from Atty. Bedard as to the process required for transfer under the reversionary clause, and directed to the Town Administrator to contact him. The Selectmen thanked Mr. Cain for meeting with them.

The Selectmen discussed whether the Town might have interest in either of the building sites owned by Mr. Cain, should he build his business on one and place the other up for sale.

Old Business**Fund Balance Policy**

The Selectmen reviewed and discussed the changes made to the draft Fund Balance Policy based on their feedback at the previous meeting.

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to adopt the revised Fund Balance Policy effective March 8, 2023.

Motion carried with 3 in favor, none opposed.

Purchasing Policy

The Selectmen reviewed the draft revisions to the Purchasing Policy, which was unchanged from the first reading. The possibility of future revisions related to the water and sewer department were discussed

Motion by Chairperson Mary, 2nd by Selectwoman Bickford, to adopt the revised Purchasing Policy effective March 8, 2023.

Motion carried with 3 in favor, none opposed.

Request from New Ipswich Selectmen for Joint Meeting with SAU 87

The Selectmen reviewed an email response from Shawn Talbot, Chair of New Ipswich's Board of Selectmen, regarding the purpose for the proposed joint meeting between the Mascenic School Board and the two Boards of Selectmen. The Selectmen discussed their willingness to participate in such a meeting if there were areas wherein collaboration could be beneficial to both the School District and the towns, but did not wish to assert influence over Greenville's elected School Board representatives. They requested the Town Administrator contact the Chair of the School Board for more information.

New Business

24/28 Main Street Underwood Engineers Technical Memo

The Selectmen reviewed the draft technical memo from Underwood Engineers. They concurred with the Town Administrator that 2 tiers of parking as recommend in the design was unnecessary, as the roughly 20 +/- spaces achieved on the upper level was sufficient to achieve the intended benefit of increased parking availability for downtown businesses. They discussed options for public green space in the lower portion of 28 Main, including recreation facilities such as a fenced basketball court. The Town Administrator indicated she would relay the feedback to Underwood, so that the memo could be revised.

Revisit Fire Station Committee Work

The Selectmen reviewed the condensed timeline of the Fire Station Committee work provided by Mark Winslow. The Town Administrator relayed her research as to the status of the effort to receive an easement free deed for the property previously offered as a donation by the Lamarres. The Selectmen recommended contacting Atty Bedard to determine the status of that issue, so that they could better understand the issues, if any, with pursuing this or an alternate location for a new fire station.

First Reading – Fixed Asset Policy

The Selectmen reviewed a draft of a Fixed Asset Policy, which was tabled as a first reading.

Signature Folder

The Selectmen:

- Reviewed, discussed, and approved minutes of the February 15, 2023 and March 1, 2023 meetings.
- Reviewed, discussed, and approved check manifests for accounts payable and payroll.
- Reviewed, discussed, and approved Purchase Orders: Highway.
- Reviewed, discussed, and approved Intent to Cut: Cain (MJC Realty Trust).

Motion by Selectman Reardon, 2nd by Selectwoman Bickford, to adjourn at 5:30 p.m.

Motion carried with 2 in favor, none opposed.

Submitted by: Tara Sousa/Town Administrator

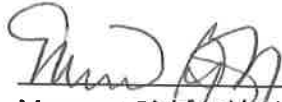
Approved by:

A handwritten signature in cursive script, appearing to read 'Carla C. Mary', written over a horizontal line.

Carla C. Mary/Chairperson

A handwritten signature in cursive script, appearing to read 'Douglas A. Beardon', written over a horizontal line.

Douglas A. Beardon/Selectman

A handwritten signature in cursive script, appearing to read 'Margaret Bickford', written over a horizontal line.

Margaret Bickford/Selectwoman