

Selectboard Minutes 02/18/2016

Minutes

Town of Greenfield

Greenfield Town Offices, 7 Sawmill Road Greenfield, NH

Selectboard's Work Session Minutes

Thursday, Feb. 18, 2016 – 5:00 PM

Selectboard: Chairwoman Karen Day, Selectwoman Margaret Charig Bliss, Selectman Stephen Atherton Jr.,

Staff: Town Administrator Aaron Patt,

Public:

The meeting was called to order at 5:00 PM by Chair Karen Day.

Documents for Review/Approval

- A/P Invoices
- A/P Checks
- Town Meeting Warrant & MS6 for signature
- Selectboard Minutes
- Eversource Pole License

5:00 PM: DPW Managers Patrick Greene and Neal Beauregard

DPW Buildings & Grounds Manager Patrick Greene and DPW Roads Manager Neal Beauregard met with the Selectboard. The Chair indicated that the Board had already spoken to Mr. Greene about the underground tank. Mr. Greene described some of the research on the use of the underground tank by other towns. The town's tank fills with water through floor grates in the DPW building. The tank catches contaminated water from washing the trucks inside and from snowmelt that comes off the trucks after winter storms. In the past year the tank has been filling up much more rapidly than in previous years. The Board asked both managers about the need for the tank. Mr. Beauregard said that State regulations require a containment plan for the water used to wash the trucks, especially for water that results from washing the engine compartments and the frame. This is to catch any oil, grease and hydraulic fluids. On very large trucks, which DPW needs to wash after every snow storm, there can be a significant amount of water along with oil. The Board and both managers discussed the issues with the tank filling up. Mr. Beauregard said that once the tank was pumped it would be possible to assess if there are any leaks in the tank wall or seal. After some discussion it was decided that Mr. Greene would move forward with setting up an account with the City of Keene Waste Water plant and utilize their system, which costs approximately \$45 dollars for every thousand gallons compared to the \$2500 for 2000 gallons that Enpro has been charging. The water has to be tested to confirm that it is clean first.

5:30 PM: Superintendent Carol Burgess, Recycling Center

At 5:40 PM the Selectboard welcomed Carol Burgess to the meeting. DPW Manager Beauregard stayed to provide an overview of a gravel crushing opportunity that he is looking to move forward with to save the town money on road gravel. Mr. Beauregard explained that with the tailings left-over from the sand and gravel operation on Forest Road, and taking some of the rocky clay gravel out of the hillside behind the mini-mall at the Recycling Center, he could have a gravel crushing operation create 2500 yards of 1 ½" crushed gravel for a fraction of the price that the town would normally purchase the same product. Current prices for crushed gravel are \$14.50 a ton and Mr. Beauregard said that he

could make the product for under \$4 a ton. Superintendent Burgess said that she and Mr. Beauregard walked the area behind the mini-mall and she supports the idea of flattening the hill there so that the Recycling Center can have more space. Mr. Beauregard explained that he can only store 2500 yards at the DPW Garage so the DPW's ability to take material from the Recycling Center is limited by the storage capacity. A brief discussion followed regarding whether there are other town owned locations where DPW could store crushed gravel. This included the possibility of the field behind the Community Gardens and behind the Fire Station. Mr. Beauregard clarified that he only needs 1000 yards of material from the recycling center for every 2500 yards of material. So he was limited in what he could take. He also explained that to make the crushed gravel he will need some bank run gravel from the Sand and Gravel operation on Forest Road. He explained that with only 20 days to remove product for winter sand he is limited to how much time he can have to haul out sand. The Selectboard asked Mr. Beauregard to calculate the amount of rocky clay that he could take in a year from the recycling center depending on the storage available. The Selectboard and Mr. Beauregard discussed some of the options. Mr. Beauregard said that he would look at the spaces mentioned to see how much gravel could realistically be stored at those locations. He said that even if he could crush 7500 yards of gravel he is limited on the amount of time he has at the Forest Road operation and that getting out winter sand is the bigger priority.

6:45 PM: Selectboard Non-Public Session

At 6:45 PM Mr. Beauregard requested that the Board enter into non-public session to discuss compensation in the form of vacation time of one of the DPW employees. On a roll call vote on a motion by the Chair and a second by Selectman Atherton, the Board voted 3-0 to enter non-public session. At 6:50 PM the Board voted 3-0 to exit non-public session and to seal the minutes. It was noted that the Board had agreed to extend an additional week of vacation to H.F. as originally agreed upon during the hiring process, pending his completed annual review.

6:55 PM: Selectboard Work Session

The Board reviewed an Appointed Fire Chief job description provided by Selectwoman Day. After some discussion the job description was reviewed and approved by the Board.

The Board received copies of confirmation emails from Charter Trust to the Trustees of Trust Funds for Capital Reserve Fund spending as follows:

- A check in the amount of \$7,443.00 for Fire Department structural turn-out gear was cut from the Non-Apparatus Fire Department Capital Reserve Fund and paid to New England Emergency Equipment LLC for their invoice #47782 submitted on 01/04/2016
- A check in the amount of \$30,000 for a 1993 Mack /3-D 55' Telesquirt fire truck was cut from the Fire/Rescue Apparatus Capital Reserve Fund and paid to the Town of Sherborn, MA.

At 7:15 PM the Board took up a discussion of the petition warrant articles that have been presented to the town. Selectwoman Charig Bliss said that she has been looking at the possibility of creating an Op-Ed piece for the local newspaper explaining the Selectboard's positions on the petitions. She said that she has been unable to write an Op-Ed that holds regional interest, which is one of the requirements. As a result she said that the Selectboard should look at putting together a letter from the Board, which could be mailed out to residents. There was a brief discussion about the Board using their own funds for such a letter and not using town funds.

Next the Board reviewed recent requests for a minute taker position for the Selectboard meetings. Selectwoman Charig Bliss said that if she goes by the most recent rate of \$17.50 an hour and figuring 5-10 hours a week to take the minutes and then transcribe them, the town would need \$7500 to \$10,000 a year. The Selectboard discussed the merits of having a minute taker. It was noted that the town does not have this budgeted in the 2016 budget.

7:30 PM: Selectboard Non-Public Session

At 7:30 PM the Chair made a motion to enter into non-public session under RSA 91-A:IIb Personnel. The motion was seconded by Selectwoman Charig Bliss. On a roll call vote of 3-0 the Board entered into non-public session. At 8:15 the Chair requested that the Town Administrator join the meeting. At 10:40 the Chair motioned to adjourn the meeting and seal the minutes. The motion was seconded by Selectwoman Charig Bliss and affirmed by all three members.

Adjournment

On a motion by the Chair, and a second by Selectman Atherton, the Board voted to adjourn. The motion carried 3-0. The meeting adjourned at 10:40 PM. The minutes are final when approved and signed by the Selectboard. A signed copy is on file in the Selectboard's office.

Chair, Karen Day	Margaret Charig Bliss, Selectwoman	Stephen Atherton Jr.,
Selectman		