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## Selectboard Minutes 12/10/2014

### Minutes

#### Town of Greenfield

Greenfield Town Offices, 7 Sawmill Road Greenfield, NH

#### Selectboard's Work Session Minutes

Wednesday, December 10, 2014 – 4:30 PM

**Selectboard:** Chairwoman Debra Davidson, Selectwoman Karen Day, Selectwoman Margaret Charig Bliss

**Staff:** Administrator Patt,

#### Public:

The meeting was called to order at 4:30 PM by Chairwoman Davidson.

#### Documents for Approval/Review/Signature

The Selectboard reviewed and/or signed the following items:

- A/P Invoices
- A/P Checks
- Crown Invoice – reference Floor Mats for Meeting House
- Copy of Deed – V4-9
- DPW Materials use update – Salt and Sand winter report '14
- JP Pest Services – Quote for Town Office exterior
- Forbearance Agreement – Tax Collector
- Waste Water - Contract Employment
- Peterborough Ambulance Contract

Chairwoman Davidson opened the meeting at 4:33pm.

#### 4:30 PM: Tim Murray, DPW Supervisor

At 4:30 PM the Board met with the Town of Greenfield's DPW Supervisor, Tim Murray. Mr. Murray and the Board discussed the proposed DPW budget for 2015. Mr. Murray had reduced the Building Repairs and Maintenance line by -2500 and on discussion, explained that this had been increased to accommodate the DPW's need to pump out the waste oil mixed in the collection tanks that catch the drainage from vehicles parked in the garage. The computer line has increased to accommodate a new computer, which Murray said will replace a computer that died. Contract Services line is down -1500. The Selectboard discussed the Equipment Rental line and then discussed the budget for gravel, drainage material, and salt. The 2014 budget for drainage materials was nearly unspent. Mr. Murray explained that in 2014 the Old Bennington Road project required the bulk of the materials that he would normally spend from this line. He said that he had put all of the materials purchases into the warrant article. This budget was not spent down, but the funds were needed in future years and in 2014 are offsetting overages in other areas. He assured the Board that this line was necessary going forward and is for purchasing culverts. Primex, the Town's insurance provider, made recommendations during their security audit that have contributed to an increase in spending of the General Supplies line for additional cleaning supplies. The Board discussed the Salt line with Mr. Murray and there was a consensus that with the current weather patterns, mostly rain and freezing precipitation, which required a great deal of salt and sand, and little plowing, the Salt line should be increased by \$2500 to \$21,500. Next the Board discussed the street sign line item and increases to the Sealing and Tarring line item. Mr. Murray indicated that he was planning on additional sealing and tarring in 2015 because it is a very effective treatment and helps road last longer. He discussed a plan to have the water tested at the garage because there is

a lot of sediment and color in the water. The Selectboard discussed the full-time and part-time wages at length and then on a motion by Selectwoman Day decided to table the discussion about wages to another date when the Board could discuss them independently of individual departments.

**5:30 PM: Carol Burgess, Recycling Center Supervisor**

At 5:30 PM the Board welcomed Carol Burgess, Recycling Center Supervisor. The Selectboard discussed the proposed 2015 budget with Ms. Burgess. The Board discussed several items with the Supervisor. These included the hauling fees from Monadnock Disposal Services and an increase in the line item for NRRA, the vendor that handles recyclables. Burgess explained that the NRRA line is up because the revenue from paper products is down. As a result there is now a net cost to hauling certain paper products. In the past these had been a source of revenue. The Board noted an increase in the amount of part-time wages. Burgess indicated that she has had to increase this line to help account for work that needs to be done during the week. Next the Board asked about the removal of glass warrant article. Burgess explained that during the first year DPW had been able to load significantly more into the containers than she had originally anticipated. As a result instead of 12 loads of glass going out they had only been able to afford 10 loads. There will be some money left over in the warrant article. In 2015 Burgess reported that she would like to increase the number of loads to one a month, which is why the warrant article request is increasing from \$4860 to \$6250. After some additional discussion about the market for recyclable products the Chair remarked that the Recycling Budget looked very good. She thanked Supervisor Burgess for her hard work.

**5:30 PM: Mike Borden, Building Inspector**

The Board welcomed Michael Borden, Building Inspector to the meeting. The Chair opened the meeting indicating that they had received a proposal from Mr. Borden for the 2015 budget year. In his proposal to the Board, Mr. Borden had outlined his interest in being paid monthly based on an annual amount totaling \$16,000. The Chair noted that this was a significant step up from the current budget. She noted that she had been inclined to reduce the budget based on its utilization in 2014. She noted that the increase would equate to a monthly payment of \$1333 each month and then noted that Borden's proposal included a cell phone stipend of \$325 dollars. She said that works out to about \$1360 a month. She asked Mr. Borden to explain his rationale behind the proposal. Mr. Borden explained that he has provided this same proposal to all of the towns that he works for as a building inspector. He explained that amount of work and time it takes to cover the towns has made it difficult for him to cover his own business. He said that one of the things he is faced with in 2015 is purchasing health insurance. Two of the towns he works for as Building Inspector have agreed to move forward with his proposal. One other town may not be moving forward. Mr. Borden explained that he can purchase health insurance through one of the towns he works with. As a result he is looking at transitioning away from the construction trade to a full time building inspector position, or limiting the amount of time that the building inspector position has on his regular business. Mr. Borden said that he understood if the Board did not want to move forward but that he needed to make this decision in order to help him manage the amount of work that he is contracted to perform. Mr. Borden said that he is not retired and as a result he does not qualify for health insurance through Medicare, so he has to address the situation with what is available.

The Board discussed the change in venue with Mr. Borden. The Chair asked about having office hours and administrative time associated with the proposal. The Selectboard and Mr. Borden discussed how much of the old budget would be covered by his proposal. Could he take care of the department on just the wages he is asking for? Would he be willing to purchase updated code books etc, for the town? After some discussion it was determined that the town would still be required to have its own code books on the premises, so the regular budget line items would likely stay as they are. The Selectboard indicated that they would review the proposal offline and reach out to Mr. Borden when they have a decision.

**7:00 PM: Review and Approval of Documents**

The Selectboard signed A/P invoices and A/P checks. The Board reviewed a deed filed online transferring property from Ann E. Herrick to Geraldine Foss. The Board reviewed a materials use update from DPW. The Board signed a forbearance agreement for Parcel S3-3. The Board reviewed two resumes for the wastewater employment replacement. Lastly, the Selectboard signed the Peterborough Ambulance contract.

### **Adjournment**

On a motion by the Chair, and a second by Selectwoman Charig Bliss, the Board voted to adjourn. The motion carried 3-0. The meeting adjourned at 9:00 PM.  
The minutes are final when approved and signed by the Selectboard. A signed copy is on file in the Selectboard's office.

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**Chair, Debra Davidson  
Bliss, Selectwoman**

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**Karen Day, Selectwoman**

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**Margaret Charig**