

Selectboard Minutes 04/23/2015

Minutes

Town of Greenfield

Greenfield Town Offices, 7 Sawmill Road Greenfield, NH

Selectboard's Work Session Minutes

Wednesday, April 23, 2015 – 4:00 PM

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

Staff: Administrator Patt,

Public: David Blumenthal, Ledger Transcript reporter

The meeting was called to order at 4:00 PM by Chairwoman Karen Day.

Documents for Approval/Review/Signature

The Selectboard reviewed and/or signed the following items:

- A/P Invoices
- A/P Checks
- Payroll
- Meeting Minutes
- Wastewater Checks
- Deed Notice List
- Taxpayer Abatement Application R3-22
- Property Tax Applications for Tax Credit/Exemptions
- Meeting House Rental – Humanities Presentation
- Crotched Mountain Raffle Application
- Gravel Tax Levy

4:00 PM: Non-Public Session – Selectboard

At 4:00 pm the Selectboard voted on a roll call vote to enter non-public session under RSA 91-A:III b, hiring of any person. The board ended the non-public session at 5:20 pm. The Board noted that no decisions were made and no votes taken. The interview of the top two candidates for the DPW Manager position had been completed. The minutes were sealed.

5:30 PM: Scheduled Tour of Municipal Buildings

At 5:30 pm the Selectboard toured the municipal buildings with Julie Steenson, Chair of the Joint Loss Committee, and Administrator Patt. Ms. Steenson outlined the steps that the department heads had taken to uphold the Town's safety program, which led to passing the Department of Labor (DOL) inspection without any violations. The Department of Labor had recommendations for several of the town buildings. These were outlined for the Selectboard's benefit. The Selectboard visited the Fire Department, where they were met by Fire Chief Hall. The tour moved on to the Library where the Board reviewed the ergonomic issues of the circulation desk; as Library Director, Ms. Steenson pointed out that the circulation desk is very close to the wall and this results in circulation materials stored underneath the desk. The DOL inspectors had outlined a concern about employees having adequate room to work safely and ergonomically. The basement of the Library was reviewed, with attention on the unfinished public areas and the fluorescent lights, which need covers.

Next the Selectboard toured the DPW building. Ms. Steenson pointed out that the DPW garage was considered one of the cleanest that the inspectors had witnessed. Attention was paid to the exit door on the North side of the building, the fluorescent light fixtures in the mezzanine area, and the chains, for which a chain inspection policy is required. The Selectboard then visited the Recycling Center and met with Recycling Center Supervisor Carol Burgess. The Board examined the back room where the washing facilities will be installed later this year. They noted the overhead light fixtures, which the DOL requires have covers, and noted that the exits in the main building do not have electric illuminated EXIT signs.

The tour of municipal buildings ended back at the Town Office at 6:55 pm.

7:00 PM: Work Session

At 7:00 pm the Selectboard reviewed exemption (Elderly and Veteran) applications. The applications were finalized after review. Letters and a copy of the application forms were requested be sent to the applicants. The Board accepted a Police Grant for patrol of the Greenfield State Park. The Board voted on a motion by the Chair and a second by Selectwoman Charig Bliss the Board 3-0 to accept the police patrol grant for the State

Park. The Board signed payroll, A/P invoices and A/P checks. The Board reviewed a Deed Notice list from the Tax Collector. Kathy Valliere, Greenfield Tax Collector stopped in to answer questions from the Board regarding properties on the Deed Notice list. A Meeting House rental application was signed for the Library presentation of the Humanities Council. A raffle application was signed by the Chair for Crotched Mountain Rehabilitation Center. The Gravel Tax Warrant (Levy) was signed. Lastly, the Board reviewed an abatement application for R3-22 and on a motion from the Chair and a second by Selectwoman Charig Bliss, the Board voted 3-0 to grant the abatement for a one time application due to hardship associated with a supplemental tax bill.

The Chair requested that the Administrator check on the Monadnock Mountaineers contract. She advised the other selectboard members of an invasive species at Sunset Lake. The Conservation Commission has arranged to have remediation completed on the invasive plants. The billing for the work was originally sent incorrectly to the Conservation Commission, but needed to be resent to the Town of Greenfield. Residents and CMRC would pay for all but \$500 of the total bill. The Conservation Commission would pay the remainder.

The Board held a discussion about Driscoll Road. In particular there is a resident scheduled for the April 30th meeting that has an issue with the defined Right of Way (ROW). The Board discussed the issues that had been raised in communication with the Administrator.

The Chair asked the Administrator to check with the Planning Board about ROW access for driveways.

The Chair noted that the Selectman's Advisory Committee (SAC) information should be forward to Selectwoman Charig Bliss so that she can attend the SAC meetings.

Lastly, the Board had short discussion about the Meeting House floor.

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.

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