
Selectboard Minutes 11/22/2015

Attachments:

[Signed Consent Agenda 11-22-2016.pdf / Adobe Acrobat Document](#)

Size: 26K Last Updated: 2016/12/8

Minutes
Town of Greenfield
Greenfield Town Offices, 7 Sawmill Road Greenfield, NH
Selectboard's Minutes

Tuesday, Nov. 22, 2016 – 5:30 PM

Selectboard: Chairwoman Margaret A. Charig Bliss, Selectman Stephen Atherton Jr., Selectman Robert Marshall

Staff: Aaron Patt, Town Administrator;

Public:

5:30 p.m. The meeting was opened by Chairwoman Charig Bliss.

Documents for Review/Approval

- A/P Check Register
- Wastewater Check Register
- Selectboard Minutes
- Change of Salary Worksheet (2)
- Welfare Voucher

5:30 PM: Public Forum

At 5:30 pm the Chair noted that the meeting was open and no members of the public were present to speak. The Board reviewed the Consent Agenda. On a motion by the Chair and a second by Selectman Marshall the Board voted 3-0 to approve the Consent Agenda.

5:45 PM: Selectboard Work Session

At 5:45 pm the Board took up a discussion of the 2017 budget. The Town Administrator provided a draft budget outlining increases to the budget for certain items; Ambulance is up over \$10,000; Insurance and Workers Compensation is up; Healthcare is up slightly more than 6%; Retirement is up, especially for the Group II members.

The Board examined several draft spreadsheets highlighting projections for 2017's revenues and expenses. The Board discussed the use of fund balance and looked at several spreadsheets to determine the impact of the budget increase on next year's town tax rate. It was noted that the budgetary numbers for the Library's foundation and drain project would not be finalized until after opening of bids on December 7th. The Board looked at the Northeast CPI and Social Security increases for 2016 and held a preliminary discussion on the 2017 wages.

7:30 PM: Selectboard Work Session

At 7:30 PM the Board reviewed past items of business. Selectman Marshall went over a list of items from previous meetings including a list of follow-up items:

- The possibility of a road sign study to ensure that the total number of signs for all streets and roads is catalogued and recorded; both for budget implications and to determine if any signs are missing. The example of Zephyr Lake Road was cited – there is no signage on sections of the road.

- DPW's paved road plan is on the website but the gravel plan is not posted. The website needs to be updated to include the gravel road maintenance plan.
- The question of the town boundaries was raised. Do we need to undertake a survey of certain boundaries. Examples are the Recycling Center along the line with American Steel and the Bennington Town line.
- A question as to whether there is a 2017 tree and brush trimming schedule; esp. at road intersections. The question was asked if DPW has a trimming schedule in order to take care of growth at critical intersections. Can this be highlighted as a follow-up item to ensure that a plan is developed for 2017?
- Perambulation: the selectboard has the responsibility of perambulating the boundaries with the officials of neighboring towns. For several years this has been on the back-burner. The Selectboard discussed the need to delegate this task. It was suggested that perhaps the Town Forester could help with perambulation.
- Map storage and display was discussed so that maps are easily accessible at the Town Office for residents and others that are interested in the town's maps.
- Plastic window inserts for the Meeting House windows were discussed. Currently two of the windows have full length winter inserts that help reduce air leaks. The remainder of the windows on the first floor should have inserts made.
- A discussion about the Meeting House's needs and the process that needs to be undertaken to preserve the building for the future was undertaken. No decisions were made but the Chair noted that this was a long-term project that would outlive the current board and maybe several consecutive boards. This board would start the ball rolling.

For the next meeting the Chair requested that the Town Administrator Job Description be placed on the agenda. It was noted that there were two department head budgets – Police & Fire Departments scheduled for that night.

Adjournment

The time being 9:35 pm Selectman Marshall moved to adjourn. Selectman Atherton seconded. All were in favor, and the motion carried 3-0.

The meeting adjourned at 9:35 PM.

The minutes are final when approved and signed by the Selectboard. A signed copy is on file in the Selectboard's office.

Chair, Margaret Charig Bliss, Selectman, Stephen Atherton Jr. Selectman, Robert Marshall