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## Selectboard Minutes 08/30/2016

### Attachments:

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[Consent Agenda Executed 8-30-2016.pdf / Adobe Acrobat Document](#)

Size: 28K Last Updated: 2016/9/28

**Minutes**  
**Town of Greenfield**  
**Greenfield Town Offices, 7 Sawmill Road Greenfield, NH**  
**Selectboard's Minutes**  
Tuesday, August 30, 2016 – 5:30 PM

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

**Staff:** Aaron Patt, Town Administrator; Neal Beauregard, DPW Roads Manager, Rick McQuade, DPW Buildings & Grounds Manager; Budget Advisory Committee: Norm Nickerson Chair, Jim Murphy, Ken Paulsen, Myron Steere

**Public:** Brandon Leatham, Ledger Transcript

5:40 p.m. The meeting was opened by Chairwoman Charig Bliss.

### Documents for Review/Approval

- A/P Invoices and Checks 8/31/2016
- Wastewater Checks 8/31/2016
- Payroll Check Register 8/26/2016
- Selectboard Minutes
- MS-434 – Revised Estimated Revenues Report to the Dept. of Revenue
- Conservation Commission Appointment – Alternate
- Conservation Commission Appointment – Member
- Tax Deed Letter – R7-04
- Tax Deed Letter – R3-05-06
- Oak Park Rental Agreement- PTO Harvest Fair
- Employee Vacation Request
- Tax Abatement – S1-21
- Welfare Voucher (1)

### 5:30 PM: Public Forum

There were no members of the public present for the public forum.

### 6:05 PM: DPW Road Manager Neal Beauregard

At 6:05 pm the Selectboard Chair made a motion to enter into non-public session under RSA 91-A:II a & c for the purpose of discussing the yearly evaluation of Mr. Beauregard. The motion was seconded by Selectman Marshall. The Board voted on a roll call vote 2-0 to enter into non-public session. At 7:10 the Board voted on a motion by the Chair and a second by Selectman Marshall to exit non-public session, 3-0. It was noted that Selectman Atherton joined the meeting while the non-public session was in progress. It was further noted that the minutes had been sealed.

### 7:00 PM: Budget Advisory Committee

At 7:12 pm the Budget Advisory Committee (BAC) met with the Selectboard to kick-off the 2017 budget year. The Chair made introductory remarks about her interest in starting the season with the Budget Advisory Committee earlier than last year. On a question by the Chair, Norm Nickerson explained that the Budget Advisory Committee intends to focus on the Capital Improvements Plan (CIP) that was socialized with Town Meeting and the Informational Meeting put on by the Selectboard. Mr. Paulsen was the presenter of the CIP overview at Town Meeting and will be working on the committee to update the information. Mr. Nickerson said that the BAC will be focused on replacing a police cruiser in 2017. He indicated that it's the BAC's preference to see purchases of vehicles and major pieces of equipment spaced out so that there is time between the rotation of vehicles so the town can manage the purchase cycle better.

After some additional conversation, it was agreed that the Selectboard and the BAC would review a punch list of departmental requirements provided by Department Heads so that a proposed budget could be drawn up with the prioritized needs in it for both boards to review. In addition the BAC would provide a list of questions for the Board to review that are department specific and can be rolled into each department's presentation to both boards.

#### **7:40 PM: Rick McQuade, DPW Buildings & Grounds Manager**

At 7:40 pm the Selectboard Chair welcomed Mr. McQuade to the meeting. Mr. McQuade provided an overview of his department's progress in the time since he joined with the town on May 23<sup>rd</sup>. Mr. McQuade provided an organizational chart showing how the Buildings & Grounds department functions for the town and the locations and responsibilities of the department. After the presentation was completed the Chair made a motion at 8:05pm to enter into non-public session under RSA 91-A:II a & c for the purpose of discussing the 90-day evaluation of Mr. McQuade. Selectman Atherton seconded the motion. On a roll call vote the Board entered non-public session under RSA 91-A:3 II A&C. At 9:00 pm the Board voted to exit non-public meeting on a vote of 3-0 and to seal the minutes. It was noted that Mr. McQuade had completed his 90 day probation period and was now a full-time employee of the town.

#### **9:00 PM: Selectboard Work Session**

At 9:10 pm the Board reviewed a request for the establishment of a committee to work on the preservation of the Greenfield Meeting House. The Board reviewed the request outline and held a discussion. There were several questions outlined for follow-up for the Town Administrator. It was noted that the board was excited about the idea of such a committee due to the success of committees in Hancock and Frankestown in raising funds and grant money to pay for the historic renovations for their municipal meeting houses.

#### **Adjournment**

The time being 9:45 pm the Chair moved to adjourn. Selectman Marshall seconded. All were in favor, and the motion carried 3-0.

The meeting adjourned at 9:45 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, Margaret Charig Bliss, Selectman, Stephen Atherton Jr. Selectman, Robert Marshall**