

Town of Groton
Select Board Work Session Minutes
January 5, 2016

In attendance: Christina Goodwin, Robert Ferriere, John Rescigno, and Sara Smith (Administrative Assistant - AA)

Christina called the meeting to order at 5:00pm.

Department Head Meetings

Christina explained that the Department Head meeting schedule has been updated so she added it to the agenda for tonight's meeting. The Board agreed that we won't have a Department Head meeting until after elections in March.

Budget Meetings

Sara had updated the end of the year budget and highlighted any areas that still need to be discussed or any areas that we made changes. The Select Board scheduled the following meetings/deadlines:

- January 9, 2016: Deadline for warrant article submissions
- January 12, 2016 at 4:00pm: we need to finish the budget and warrant articles and it is anticipated that we will stay until complete so we will come back after the meeting to finish. We will cancel the meeting with Joe Koslow and Richard Cross and reschedule.
- January 19, 2016 at 4:00pm: meet with the Department Heads whose budgets have been changed from 4:00pm-5:30pm; 5:30pm-7:00pm any final budget/warrant article prep.
- January 20-January 29: Filing deadline for Town Offices
- January 21, 2016: Our deadline to advertise for the public budget hearing
- January 26, 2016: No work session; only the regular Select Board meeting, unless the Board moves forward with scheduling an interview for the Highway Department
- February 2, 2016: Public Hearing for budget and warrant articles at 6:00pm. Followed by the regular Select Board meeting. Snow date will be February 3, 2016.
- February 9, 2016: No Select Board Meeting due to the Presidential Primary Elections. There will be a work session at 3:00pm with the Transfer Station.
- February 12, 2016: Deadline for the first draft of Town Report to printers.
- February 16, 2016: If needed, the second public hearing and approval on the budget.
- February 22, 2016: Deadline for warrant/budget to be posted
- February 23, 2016: Work Session to be determined if needed
- March 1, 2016: Deadline for Town Report to be available for the public. Work session at 5:00pm to go over warrant articles and Town meeting prep.
- March 8, 2016: No meetings due to Town Elections
- March 12, 2016: 9:00am Town Meeting

Ideas for Town Report Dedication

The Select Board went over some ideas for the dedication of the Annual Town Report. The following were considered:

- Joyce Tolman- we need to find out how many years she was the Town Clerk/Tax Collector.
- Jo and Richard O'Connor- Jo did the paper for Groton for 11 years. Sara will look into how many years Richard was a Select Board member or what other positions they might have held in Groton.
- Joe Pivrotto
- Miles Sinclair

We will also think of other names. The Board will plan to make a final decision at next week's Work Session.

Website updates

Bob asked that Sara put the names of all members of the Planning Board online. Christina thought it would be good to add this to all committees/board pages.

Pinning Ceremony

Christina went over her speech with Bob for the pinning ceremony and talked about the order that things will be done. Then EJ will say a few words and then ask the public to congratulate him and then we will allow some time to mingle and then go back to business. The presentation for Joe Pivrotto will be tonight as well and Christina explained she also wrote a speech for that.

Application for Highway

Sara explained that we received an applicant for the Highway Department and reviewed the application with the Select Board. Sara will call him to see if he will be available to interview on Tuesday, January 26, 2016 at 6:00pm.

Prep for next week's meetingThe Board needs to review the wage study packets and the budget that is in his folder before next week's meeting and Sara should have a draft copy of Warrant Articles to be reviewed as well.

Respectfully submitted,

Sara Smith
Administrative Assistant