

Town of Groton
Select Board Work Session Minutes
January 19, 2016

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

Christina called the meeting to order at 4:00pm.

Budget Meeting-Transfer Station

Wages

The Board is meeting with Joe Koslow regarding any changes to the Transfer Station budget from the original budget meeting. It was explained that the Transfer Station Attendant's wages was adjusted as the MRI Wage Study indicated that Richard Cross was not within the ranges. The minimum in this job field is \$11.13 and the Board agreed to set his pay at \$11.15/hr. Therefore, this line was raised to \$15,000.00/yr.

Recycle Bid

The Select Board brought up the recycling costs that Waste Management and Casella submitted. Waste Management was the lower rate and the RFP was more organized. The Select Board and the Transfer Station Supervisor agreed to go with Waste Management. Sara will contact them for a formal contract. **Christina motioned to award the recycle bid to Waste Management, John 2nd, so voted.**

Table for Hebron Fire Department

Joe Koslow mentioned that he talked to Lou Lieto and he gave him permission to set up a table at the elections to advertise for the reflective addresses that the Hebron Fire Department is offering. He also said that he asked Lou about this for the Town Meeting and Lou stated that he isn't the moderator. The Select Board said that he actually is until March. Sara will contact Lou to see where the confusion is.

February 2, 2016 meetings

The Public Hearing for the budget and warrant is February 2, 2016 at 6:00pm. Christina thinks that we should meet at 5:00pm to prep for the public hearing. John and Bob agreed.

Bathroom in Town House

The bathroom in the Town House began to back up again on Friday afternoon. Rowell's came right out. They showed Glen that the pipes really need to be replaced to avoid this from happening again as they are flat spotted in one area under the bathroom which doesn't allow the material to flow smoothly out to the septic tank. We have adjusted to single ply toilet paper and no more antibacterial soap since the last issue. Christina thinks that we should keep this in mind for Town House repairs. Glen will get some RV antifreeze to pour on the trap for the shower so this doesn't freeze and give an odor.

Town Truck

The Dodge truck's transmission had some issues over the weekend again. Glen left it inside overnight and removed the plug off the Transmission and cleaned it up and put it back together. Ever since then it is running fine even when plowing. Glen will contact the dealer to discuss as this is the third time.

Plowing

Glen asked the Board if it is okay that he calls Roger Thompson to be on reserve for plowing since there are only two of them on staff right now. The Select Board agreed that this was okay. Christina asked Glen if he has talked to Bubba. He said he has tried but Bubba has not gotten back to him. Christina told Glen to try again and let Sara know if he doesn't get back to him.

North Groton Road

John asked if we are feeling better about the maintenance of North Groton Road by the State. Glen said that he is good with it now. The last storms have been much better. John mentioned he has talked to Jeanie Forrester and NHDOT about the issues. Glen said he has talked to Jeanie as well.

Road Agent/Public Works Director posting

It was decided that we would change the posting to reflect a deadline of February 12, 2016 at noon. Sara will change this and get this to the newspaper to be posted on January 28, 2016. Sara will also post this online and in the Town House and Transfer Station.

Budget Meeting-Highway Department

Road Agent Wages

The Board is meeting with Glen Hanson regarding any changes to the Highway budget from the original budget meeting. The Select Board explained to Glen that based on the wage study from MRI and the change to the position, the salary line for Road Agent wages was increased. Glen was already told that his hourly rate is now \$20.00/hr. This changed the salary to \$36,400.00/year based on an average of 35 hours per week.

Assistants Wages

The assistant's wages were also changed based on the wage study from MRI. The Select Board explained that based on the study and how long Ron has been here it was agreed to bring Ron's hourly rate up to \$16.75/hr. It was also explained that since Kevin doesn't have his CDL, he is considered a laborer, and the \$12.50 he currently gets falls in the range for his job so he will remain the same. Glen didn't think that Kevin would need a CDL to operate some of the heavy equipment or his medical card. Sara looked this up and a commercial vehicle that is more than a single axle and more than 26,000 pounds does require a CDL and medical card.

It was discussed that we could possibly create a new category for an equipment operator without the CDL, but will look at this at a later date.

Overtime Line

It was explained to Glen that a line for Overtime was added for \$3,000.00. Obviously we want to try to avoid this but we have this here if needed now. For Glen alone this would be 100 hours of overtime and in a few weeks in the winter he could get that. It was agreed to increase this to \$4,500.00 but Glen should pay attention to his hours and if he gets a lot one day he should try to shave it off if possible the next day.

Budget Meeting-Police

The Board is meeting with EJ Thompson regarding any changes to the Police Department budget from the original budget meeting.

Police Chief Wages

The Select Board explained to EJ that the budget was updated to reflect his salary of \$55,000.00/yr.

Police Officer Wages (PT)

The Police Officer Wages (PT) was lowered to \$28,000.00. It was discussed if this amount would be enough. Looking at the wage study any new part time officer with no experience would come in at \$13.97. The mid-range or someone with experience is \$16.76 and the max would be \$20.12. We will have to wait until we hire someone to determine where they should fall based on experience.

Prosecutor

This was increased to \$6,800.00 due to one town dropping out.

Equipment (guns/ammo/taser etc)

With the guns changing over to 9mm it was agreed that lowering this to \$1,800.00 would be sufficient.

Uniforms

This was increased to \$4,500.00 due to adding on the vests since it will be a regular item that they will be getting.

Gasoline

This was lowered to \$5,500.00 due to the gas prices dropping.

Telephone

This needed to increase to \$2,400.00 to cover the phone bill of \$140.00 a month and the cell phone of \$55.00 a month.

Dues

Crimestar is \$350.00 a year and the other dues are \$300.00 a year. We increased this budget to \$650.00.

Total Proposed Operating Budget

With all of the changes discussed, the total operating budget for the proposed budget is \$758,788.00.

Warrant Articles

The Board went over each category that Sara drafted for the Warrant Articles.

ARTICLE 2

The total operating budget was changed to reflect the \$758,788.00.

The Select Board Recommends This Article 3-0

ARTICLE 3

\$145,000 North Groton Road Project - The Select Board Recommends This Article 3-0

ARTICLE 4

\$20,000 repair of Groton paved roads - The Select Board Recommends This Article 3-0

ARTICLE 5

\$5,000 maintaining Province Road - The Select Board Recommends This Article 3-0

ARTICLE 6

\$1,555 landscaping around Town signs and monument - The Select Board Recommends This Article 3-0

ARTICLE 7

\$4,350 for 8 foot York rake for backhoe - The Select Board Recommends This Article 3-0

ARTICLE 8

\$3,450 for fence at Transfer Station - The Select Board Recommends This Article 3-0

It was agreed that all of the library articles should be moved to the end of the warrant articles. That made them change from Articles 9, 10 and 11 to Articles 18, 19 and 20.

ARTICLE 9

\$7,000 to be placed in Police Cruiser Capital Reserve Fund - The Board agreed to lower this to \$5,000 - The Select Board Recommends This Article 3-0

ARTICLE 10

The Select Board agreed that more money should be put into this account so we can start building the new Town Garage as soon as we can now that we have the land. It was agreed to put \$20,000.00 into the Public Works Capital Reserve Fund.

The Select Board Recommends This Article 3-0

ARTICLE 11

\$6,500 for Assessing Revaluation Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 12

\$5,000 for Heavy Equipment Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 13

\$5,000 for Disaster Relief Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 14

\$5,000 for Atwell/Orange Brook Bridge Replacement Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 15

\$5,000 for the Perambulation Non Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 16

\$5,000 for Town House Capital Reserve Fund - The Select Board Recommends This Article 3-0

It was agreed to remove the warrant article requesting \$5,000.00 to be deposited into the Fire & Equipment Capital Reserve Fund for this year since we received the grant and until the Board is able to make a plan to move forward with the money already in this fund.

ARTICLE 17

\$5,000 for the Truck/Sander Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 18

Library Discontinuance - The Select Board doesn't need to recommend this article since there is no monetary value.

ARTICLE 19

\$5,000 to establish a Library Building Capital Reserve Fund

In the event Article 19 passes the Select Board Does Not Recommend This Article

In the event Article 19 fails the Select Board Recommends This Article 1-2

ARTICLE 20

\$3,000 for upgrading to Library Electronic Services and Materials

In the event Article 19 passes the Select Board Does Not Recommend This Article

In the event Article 19 fails the Select Board Recommends This Article 3-0

ARTICLE 21

\$850 for Groton Historical Society - The Select Board Recommends This Article 2-1

ARTICLE 22

\$1,000 for Newfound Lake Region Association - The Select Board Recommends This Article 3-0

Few things regarding warrant articles

- It was agreed that since we still do not have any quotes on the air conditioning unit because it is so complex that it would not be a warrant article this year but we will add it to next years.
- The electric for the park does not need to be a warrant article as the funds could be taken out of the Groton Recreational Reserve Fund to pay to get the quote from NHEC.
- It was also agreed that it was not necessary to create a warrant article for the Town Pound. For this year we can ask for volunteers as far as cleaning it up and we can take this year to see what needs to be done. If needed, this can be a warrant article next year.
- Sara will send warrant to attorney and to Michelle Clark at DRA tomorrow to ask them to look this over and make sure the wording and everything are okay.

Town Report Cover Photo

We still have only received one photo which is a bear. We will ask for more.

Town Report dedication

Christina asked the Board to consider dedicating this year's Town Report to Pam Yinger. Pam has lived in Groton most of her life and has been involved in the Town for many, many years. She has also been part of the Library for a very long time. All Select Board members agreed that Pam Yinger would be who the Town Report would be dedicated to. Christina will interview her to get some information and she will write up the dedication.

Christina motioned to go into non-public session pursuant to RSA 91A:3 II (a) and (b) at 6:47pm, John 2nd, so voted.

Christina motioned to return to public session at 6:59pm, John 2nd, so voted.

Christina motioned to seal the non-public minutes, Bob 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant