

Town of Groton  
Select Board Work Session Minutes  
October 4, 2016

**In attendance: Christina Goodwin, John Rescigno, Kyle Andrews and Sara Smith (Administrative Assistant - AA)**

John called the meeting to order at 5:01pm.

***Budget Meetings***

**Moderator**

Tony Alberts met with the Select Board to discuss the Moderator Budget. He explained that there is only one election in 2017 therefore the budget decreased significantly.

**Salary**

Tony proposed a decrease of \$385.60 making it \$150.00 due to only one election in 2017.

**Workshops/Training**

Stayed the same

**Mileage**

Stayed the same

**Ballot Clerks**

Lou proposed a decrease of \$1359.60 making it \$557.00 due to only one election in 2017.

**Assistant Moderator**

Nothing; Kyle asked if he needs an assistant. Tony said he would look into if anyone is interested but Lou never had one.

The Select Board was okay with the Moderator budget.

**Cemetery Budget**

Elizabeth Jespersen and Otto Jespersen attended to discuss the Cemetery Budget.

**Repairs & Maintenance**

Stayed the same

**Wages**

Stayed the same; this is high considering we have only used \$350.50. We will keep it as is for now but if we need to lower the overall budget this is an area we can lower if needed.

### Supplies

Stayed the same; John asked what they buy for supplies. It was explained that they did a lot this year and are planning on doing more next year. They are buying the supplies to clean the graves.

### Mileage

Stayed the same

### Fuel

Stayed the same

### Advertising

Stayed the same

### Other Concerns:

- Elizabeth stated that their only issue right now is that she has been working with NHMA/attorney because the Town has to provide burial space so we have to finish new budget. They will be posting to get bids for this. They will have to raise money and they are looking at about \$4,500.00 to finish the cemetery. The RSA states that you have to provide a budget. Elizabeth is waiting to hear if it should be a warrant article or part of the budget. Sara said that usually if it is something that is a one-time thing then it would be a warrant article but if it is something that has to be done each year it is part of the budget. They explained that there is only 6 openings right now. North Groton Cemetery has a few openings.
- Elizabeth also asked if they should be taking money out of the Capital Reserve Fund for projects or if they should be using the budget. It was explained that they should talk to NHMA about this as well. Elizabeth thought they could use the interest on the funds but not the actual capital reserve funds.
- They have two more trees that have to come down in the River Road Cemetery.

The Select Board was okay with the Cemetery budget as is.

### **Library Trustees Budget**

Elizabeth Jespersen and Otto Jespersen attended to discuss the Library Budget.

### Wages

Stayed the same; Sara asked why the wages is still high even though there is no librarian. This is because they are still trying to figure out what to do with the library.

### Library expenses

Elizabeth proposed a decrease of \$576.00 making it \$500.00.

### Other Concerns:

- Elizabeth said that they are working on what to do with the library and they are working with the state. A resident stated that they money in the funds was to be used for a library. They are meeting with other library trustees to see what they can do. They are meeting with Hebron Trustees next Monday. Bristol is big and would want more money and a contract. Kyle asked Elizabeth to look into the costs for Bristol since Bristol is open every day and is a nice library. Elizabeth explained that Hebron's library has come a long way. John asked if we have a lot of people interested in the library. She said we only have 10 people that have cards with Hebron.

Elizabeth said that no one person has complained about the library being closed. John thinks this is our answer right since no one is looking for the library. John asked if we are in a contract with them can the residents use it for free? Yes they can. Elizabeth said that since we only have 10 people a contract might be very expensive for just 10 people. The contract will be for one year only but even if it is only \$2000.00 that is too much for only 10 people.

- Elizabeth asked what they can do to stop putting money in the library bank account each year. Christina explained that the library just doesn't put in the request for the funds any more. This is from each year the library trustees requesting this amount.
- Christina asked the Library to put on the warrant asking the Town if they want to do a contract or dissolving the library. Otto said two methods to dissolve; they would close down, get rid of trustees, money goes to general fund, computer goes to Town, books get donated, etc; other is to go dormant and if later on it will be reopened it is still intact with trustees, accounts, etc. This could be done as an advisory warrant. Otto asked if this can be put on the warrant? The Select Board stated that we would have to reach out to NHMA on this. Sara will ask NHMA if we can put this on the ballot. You would get more people on the ballot but it wouldn't be advisory like the warrant would be.
- Elizabeth is having a hard time getting ahold of Terry Knowles. Kyle recommended giving her another call and email and if she doesn't answer then go over her head.
- Christina stated that if the Library closes the Trustees can use the money put towards to the Town.
- Otto stated that they have been kicking around the idea of doing a movie night, a children's reading hour, etc. Christina explained that if the Library stays open they can do this. If it closes we could put together an event committee to do these types of things.

Kyle stated that he is okay with leaving the library the way it is for now until they talk to the State, Hebron, or Bristol. In the event we decided we needed to add a line for the contract then we can add it.

### **Treasurer Budget**

Darlene Andrews attended to discuss the Treasurer budget.

### **Stipend**

Stayed the same

### **Deputy**

Darlene proposed this being 0.00. Darlene never used a deputy since she has been here. It was decided to put the \$50.00 back in just in case it is needed.

### **Mileage**

Stayed the same

### **Supplies**

Stayed the same

### **Other concerns**

Christina explained that she thinks we should look at the stipends. John and Kyle agreed. It was agreed that it should be looked at for all stipends not just the Treasurer.

The Select Board was okay with the Treasures budget as is.

## ***Other Items to be discussed***

### **Pest issues**

Kyle said that he would rather use a trap not poison. John said that he thinks we should try the electronic device. Kyle took the Tractor Supply Card and will pick them up.

### **Transfer Station Internet**

Kyle asked to be brought up to speed with the Transfer Station Internet. It was explained that the Transfer Station internet is \$27.99 a month which is \$336.00 a year. Sara explained that this will be part of their budget hearing.

Kyle said that his issue with this is that right now we have a donated computer but in the long run we will have to get a new computer. Kyle just thinks that \$336.00 a year is a lot for minimal use. This will be discussed during the budget meeting.

### **Gary Easson**

Gary explained that he wanted to meet with the Select Board because he was working on a plan on getting traffic to flow when there is a medical or fire. Gary was wondering if the Select Board would be a reference for Gary to be on the Hebron Fire Department so that he can assist on his side of Town.

Kyle stated that we cannot do it as a Select Board but they can do it personally if they want to.

All he would need is a statement stating that we would recommend him and provide your name and address. The Board suggested Roger Thompson or The Police Chief as well.

### **Warrant to sign regarding next election**

Ruth requested to have the warrant for the next elections signed. **John motioned to sign the warrant for the next elections, Kyle 2<sup>nd</sup>, so voted.**

### **Septic Plan- Local Approval for Map 6 Lot 52**

Bruce Barnard submitted a septic plan approval for Map 6 Lot 52. **Kyle motioned to sign the septic plan for Map 6 Lot 52, John 2<sup>nd</sup>, so voted.**

### **Memo to Trustees of the Trust Funds**

Sara created a Memo to the Trustees of the Trust Fund requesting \$2,500.00 to be transferred to cover the bill from Bruce Barnard for the Alexandria/Groton perambulation. **Christina motioned to sign the memo to the Trustees of the Trust Funds, John 2<sup>nd</sup>, so voted.**

### **Concern with Buck N Horse Campground**

Sara talked to Dave Leone and he responded that he doesn't have bunkhouses. The Select Board thinks that we should visit the property to check on it. Sara will check with Dave to see if Wednesday, October 12<sup>th</sup> at 630pm works with him to meet the Select Board at his property. If this date doesn't work for Dave then we will try for Monday October 17<sup>th</sup> at 630pm. Sara will talk to Dave and then let the Select Board know which date was decided on.

Sara will let Mr. Aguiar know that we are planning a site visit and will keep him posted.

### **Hebron Ambulance Inspection**

The Hebron Fire Department invited the Groton Select Board to attend the Hebron Ambulance Inspection on Wednesday October 12. The Select Board is unable to attend. Sara will email back and let them know.

### **Transfer Station Concerns**

The first concern was that Richard was working a lot of hours. We will keep an eye on the hours. We can talk to Transfer Station at the budget meeting regarding this.

Christina stated that she is not comfortable with Richard being on a ladder by himself. He will need to have Joe there with him. Sara will let Richard know.

Kyle mentioned that he went to the Transfer Station when it was supposed to be open for another 15 minutes and the one side of the gate was closed. Everything else was closed up as well. Kyle told Richard that he needs to keep the Transfer Station opened for the hours that it is posted.

### **Pump Stations**

Christina has list for locations for pump stations she will send to the Select Board.

### **Chief of Police Winter Meeting**

EJ submitted the request to pay for the Chief of Police winter meeting. It was \$74.70 more since Heather is attending. The Select Board agreed to pay the \$303.03 for EJ to attend and then EJ will responsible for the difference for Heather to attend.

### **MS-535**

Christina explained that we have worked with John Lyford to get the MS-535 corrected. He did push back at first. Sara pushed back and he is making the changes. He will be mailing it in and the Select Board will be signing it next week.

Sara has reached out to 5 different firms and 4 do not do just the MS-535. She will reach out to more.

Kyle recommended contacting Cindy Dusseault on Langdon St in Plymouth to see if she will do an MS-535. Christina recommended Melanson and Heath.

### **Scams**

Christina stated that there are a few scams going around right now. The first one is saying they are Ever Source/NHEC calling and stating past due bills had to be paid or would be shut off in an hour.

The second scam is regarding the Affordable care act and they are targeting town employees. They are fake emails referencing IRS taxes.

**With nothing further to discuss, Kyle motioned to adjourn at 7:45pm, Christina 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Sara Smith  
Administrative Assistant