

TOWN OF GROTON  
WORK SESSION  
October 25, 2016

**In Attendance: Christina Goodwin, John Rescigno, Kyle Andrews**  
**Absent: Sara Smith (Administrative Assistant)**

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

***Check Review***

There were two questions from payable checks. One was the Braxton check, which indicated it was for an L-CHIP fee, but the Board questioned if this was paid with the original application's submission. The second check was to the Conservation Commission but there was no indication what the check was for. Christina will review with Sara and get back to the other Board members.

***Budget Review – Supervisors of the Checklist***

Pamela Hamel and Gina Rescigno met with the Board to review the Supervisors of the Checklist budget. The Supervisors reported that there are a number of meetings required by statute. They are also helping with counting so they budgeted for those hours in their budget. In addition, the State made a law change about meeting notices having to be published in a newspaper, so in order to lower the expense, they can advertise in the Talk of the Town column two weeks in a row and also advertise online.

*Town Elections*

No change

*Town Meeting*

No change

*Wages: State Primary*

Not applicable – No State primary for next year

*Special Election Primary*

Not applicable – no special election primary for next year

*Wages: November Elections*

Not applicable – no November elections for next year

*Pre/Post Election Meetings*

Reduced from \$618 to \$557 to cover six meetings as required

*Training*

No change

*Mileage*

No change

*Supplies/postage*

Increased from \$25 to \$1000 to allow for the purchase of a 2-drawer filing cabinet

*Advertising*

As noted above, the advertising rules have changed so the Board recommended to reduce this from \$203 to \$1

*Other*

The Board advised that recording hours under one budget is much simpler. In the last election there were some corrections made to the payroll. Pam Hamel asked that the discrepancies be sent to her so she could fix her records. Christina will have Sara forward.

Pam inquired on the router for the internet. She felt that it hasn't been upgraded and thought that the Board should look into fixing.

Christina will inquire with Dave Switaj if the printer is only accessible through one wi-fi point.

Pam inquired if the Historical Society should be doing a Warrant Article or can it be submitted a budget item. The Select Board will discuss and let the Historical Society know.

***Budget Review – Conservation Commission***

Gina Rescigno and Otto Jespersen reviewed the Conservation Budget with the Board.

*Conservation*

No change

*Workshops/seminars/dues*

No change

*Postage/supplies*

No change

*Mileage*

No change

*Other/Fishing Derby*

No change

### *Notes*

There were a few items that went over budget for the Conservation Commission which included one-time purchases such as signs and the scale.

The Commission is working on maps – NRI maps to be paid in three installments with the first invoice \$1,100. They will hold a public hearing on November 10, 2016 on the maps.

The Commission is working on a few projects including a culvert issue near Punch Brook.

The Commission would also like to endorse Mr. Cross' request for Coolidge Rd to become a hiking trail and they know that Mr. Cross is looking forward to working with them to see what can be done for his property.

### ***Fire Budget***

Chief Roger Thompson met with the Board to review the Fire Budget.

### *Stipend*

No change

### *Communication/training*

No change

### *Equipment*

Reduced from \$800 to \$400. Roger originally planned to purchase forestry clean-up kits but was concerned that the price changed. The Board reviewed his budget and felt that he should still purchase a kit out of this year's budget.

### *Contracted services-Hebron*

This is a 3yr contract so this stayed the same. The odd number spent in 2016 was due to hourly pay prior to Town meeting.

### *Contracted services – Rumney*

No updated numbers received yet. Will have Sara contact Rumney.

### *Lakes Region Mutual Aid*

No updated numbers received yet. Will have Sara contact Lakes Region Mutual Aid.

### *Dues*

No change

### *Mileage*

No change

### *Notes*

The Board reviewed pump station locations with Roger. He suggested the following:

- Halls Brook Road
- North Groton Road near the Falchetta and MacPherson properties
- North Groton Road near the Pilcher property or near Union Cemetery
- It was questioned if there was a dry hydrant in Dorchester or a location near a culvert on Route 118
- It was also suggested to reach out to Hebron to see if they have pump stations

The first step for the Board is to write letters to the property owners for the first three locations suggested.

### ***Emergency Management budget***

The Board met with Roger Thompson to review the Emergency Management budget.

#### *Supplies*

Increased from \$100 to \$200

#### *Workshops/training*

Reduced from \$300 to \$1

#### *Equipment*

Reduced from \$550 to \$1

#### *Equipment Maintenance*

Reduced from \$300 to \$200

#### *Mileage*

Reduced from \$100 to \$1

#### *Wages*

No change

#### *Notes*

The Board would like to have the Deputy EMS director be switched from Glen Hanson to Chief Thompson, if EJ is willing.

The EMS computer is an Apple. Roger will bring to the Town to have it checked for any files needed for EMS and if not, then they will look into buying a computer from Dell to replace from this year's budget.

Road Committee will meet 11/2/16 at 6:00pm.

Roger also felt that the Building Permit Guidelines need to be reviewed and rewritten as there are regulations that he has to enforce.

***Planning Board budget***

Deb Johnson and Elizabeth Jespersion met with the Board to discuss the Planning Board budget.

*Postage*

Reduced from \$550 to \$450

*Advertisement*

No change

*Mileage*

Reduced from \$100 to \$50

*Recording Fees*

No change

*Dues*

No Change

*Supplies*

Reduced from \$150 to \$100

*Seminars/Training*

Reduced from \$200 to \$1

*Legal*

Reduced from \$4,000 to \$3,500

*Master Plan & Zoning*

Added to budget at \$1,000

*Stipend for PB staff*

Added to budget at \$600. Hard to meet the deadlines for mailing, posting etc and the Planning Board either needs to have some of Sara's time dedicated to them or to be able to have someone on their Board get a stipend to do the minutes, the mailings etc.

*Notes*

Kyle really would like to see the Planning Board budget level funded. Deb reported that it was unreasonable to expect the budget to be able to be level funded.

**Other**

Kyle is concerned if the Planning Board is able to have a stipended minute taker then the other boards are going to be looking for it next. The Board agreed that it would be good to consider

the Planning Board and the Zoning Board to have one person doing both, but would need to discuss this more during budget.

Thanksgiving Dinner – Allison Bagley is holding the Groton Senior Dinner on Sunday, November 20, 2016 at 1:00pm. The Board approved the use of the building.

The Board agreed to the following meeting and work session schedule:

- 11/15 – No Work Session and Select Board meeting only
- 11/22 – No meetings
- 11/29 – Work Session 5:00pm/Select Board meeting 7:00pm

**Christina motioned to go into non-public session, pursuant to RSA 91-A, II, (a) and (c) at 8:30 pm, Kyle 2<sup>nd</sup>, so voted.**

**Christina motioned to return to public session at 8:44pm, John 2<sup>nd</sup>, so voted**

**Christina motioned to seal the non-public minutes, Kyle 2<sup>nd</sup>, so voted.**

**Having no other business to conduct, Kyle motioned to adjourn at 8:45pm, John 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Christina Goodwin  
Select Board Chair