

TOWN OF GROTON  
SELECT BOARD MEETING  
June 21, 2016

**In Attendance: Christina Goodwin, John Rescigno, Robert Ferriere and Sara Smith (Administrative Assistant)**

**Audience Members Present**

Christina called the meeting to order at 7:00 pm.

**MINUTE APPROVAL**

**Christina motioned to approve the Work Session minutes of June 7, 2016 as written, John 2nd, so voted.**

**Christina motioned to approve the Select Board Meeting minutes of June 7, 2016 as written, Bob 2nd, so voted.**

**OLD BUSINESS:**

*Superior Fence Updated Quote*

John called and spoke to Mike at Superior Fence. They agreed to come down on the price and submitted an updated quote for the work to finish the fence at the Transfer Station. The Transfer Station maintenance and repairs is budgeted for \$1,800.00 and the quote to complete this project is \$1,500.00. Sara explained that this line would be over but in the actual general government buildings it will still be under. **John motioned to accept the quote from Superior Fence and move forward with finishing the project, Bob 2nd, so voted.** Sara will contact them and set up a date to complete the work and let Richard know when that is.

John reminded Joe that he would need a color picked out as soon as possible for the container.

**NEW BUSINESS:**

*PA-28 Inventory of Taxable Property form for 2017*

Every year the Town of Groton receives the PA-28 Request Form from the Department of Revenue, which requests the amount of PA-28 Annual Inventory forms we will need for the next year. Sara requested 800. **Christina motioned to sign the PA-28 Request Form, John 2<sup>nd</sup>, so voted.**

*Primex- Contribution Assurance Program- Workers' Compensation and Property & Liability*

Christina explained that we received the forms from Primex regarding the Worker's Compensation contribution assurance program and the Property & Liability contribution assurance program, but Sara reported that we did not receive the one for Unemployment Compensation. **Christina motioned to table this until the next meeting, John 2<sup>nd</sup>, so voted.**

### *MS-232*

The draft of the MS-232, Report of Voted Appropriations from Town Meeting, was submitted previously to the Department of Revenue, but there was an issue with the program, so the Town needs to sign and resubmit. **Christina motioned to sign the MS-232, Bob 2<sup>nd</sup>, so voted.**

### *Building Permit- Map 2 Lot 74*

Albert and Brenda Conrad submitted a building permit for a 160 square foot storage shed. It will not be heated or cooled. **Bob motioned to sign the building permit for Map 2 Lot 74 and the private road waiver, John 2<sup>nd</sup>, so voted.**

### **NORTH GROTON ROAD PROJECT BID OPENING**

The Select Board received two bids for the North Groton Road Project from M.E. Latulippe Construction, Inc. and D.A. White Excavating, LLC. Each bid was opened and reviewed.

Concerns discussed:

- D.A. White Excavating, LLC bid an extra foot on the width of the road. They had 26' when it should be 25'. M.E. Latulippe Construction, Inc did not mention the footage as discussed at the site visit, did not mention the paving of the apron area on Fletcher Road and Campbell Lane and they did not bid on the Sculptured Rocks Reclaim project.

Bob stated that the bid from D.A. White Excavating, LLC is more what we asked for and we can talk to him about changing the extra foot. Christina also mentioned that from D.A. White Excavating, LLC gave the other bid for Sculptured Rocks and M.E. Latulippe Construction, Inc didn't and this is another thing we asked for. John also agreed that D.A. White Excavating LLC followed what we asked for regarding the bid. **Christina motioned to award the bid contract to D.A. White Excavating, LLC for the 2016 North Groton Road project, John 2<sup>nd</sup>, so voted.**

The prices will change once we finalize the project. Sara will reach out to D.A. White Excavating, LLC and explain what the Board is looking for and to see if they can meet on July 5<sup>th</sup> to sign the contract and iron out any questions or concerns.

Other concerns were raised that the project wasn't really addressing the issues with the road, and Christina advised she would bring these concerns to the Road Committee. She also felt that the Road Committee and Board should create a bid form for next year that will make both bids exactly the same moving forward with spaces for filling out the desired information.

### **SCULPTURED ROCKS ROAD (SRR) RECLAIM PROJECT:**

D.A. White Excavating, LLC was the only one that provided a bid for the SRR reclaim for \$1,600.00. We didn't receive any other bids on this. The Board would like to meet with the Public Works Director regarding this project before awarding.

Dave Leone asked why SRR is being reclaimed and only at 500 feet but North Groton Road is having more work done to it. It was explained SRR would be addressed the same as the rest of the Groton paved roads, but in the meantime it is necessary to make repairs to certain locations as a "Band-Aid" repair to get them through. There have been a lot of concerns regarding SRR so we are working on fixing this.

Dave also asked if the Town thought of hiring an expert to assist in the North Groton Road projects. He also gave a lot of other roads that need to be fixed. Christina explained to Dave that they created a Road Committee so they are doing the best that they can to make the decision. Christina asked why Dave didn't join the Road Committee if he has knowledge and ideas. When the Committee started the plan, there was an engineer volunteering time but that person has since moved. Christina explained that it is more of the Road Committee making these road decisions but the Select Board reviews the recommendations. She will bring Dave's concerns back to the Committee.

### **SELECT BOARD ITEMS:**

#### *Charitable Memo*

Christina explained that this is a Memo from Sara explaining the religious, educational and charitable exemptions have been reviewed by the Assessor and should be approved by the Board. **Bob motioned to sign the charitable exemption approval Memo, Christina 2<sup>nd</sup>, so voted.**

#### *Vehicle- personal*

Christina gave the Town a heads up that she will have a few extra vehicles in her driveway that will be uninspected and that she will not be able to move until the final court decision.

#### *Platform- Bristol*

Christina asked the Board for permission for Bristol to use the platform that was created for the Groton Old Home Day like they did last year. The Highway Department would deliver it using the flatbed as they did last year. **John motioned to lend the platform to the Town of Bristol, Bob 2<sup>nd</sup> so voted. Christina abstained.**

#### *Old Home Day (OHD)*

Christina mentioned that she needs to call an OHD Committee meeting as the event is fast approaching. It is August 20<sup>th</sup>.

#### *Police Department*

Christina explained that EJ put all the changes to the detail rates on a policy change form for approval from the Select Board. EJ explained that details are usually domestic issues like having someone there while someone moves out, or the marathon, things that would make this officer not available to calls. This covers the hourly fee, vehicle fees, etc. **John motioned to sign the detail rates policy changes, Christina 2<sup>nd</sup>, so voted.**

Christina wanted to inform the Town that the Board is reviewing options for the Police Department staff and scheduling. We have advertised for two part time officers for a long time now and we have not been able to fill the positions. We are thinking that if we could post it as one full time position we would have better luck and get more qualified candidates. Christina explained that EJ has a lot of work to do to put numbers and costs together before a decision is made but we wanted to give the Town a heads up. Joe Koslow asked about pay. Christina explained we have not reviewed those options, but it would be based upon the wage study and training and experience.

#### *Phone Calls*

John mentioned to be aware of phone calls. He has received two, one from California and one from Vermont stating that they are calling from the IRS. They are not from the IRS so do not give them any information. You can offer to take their number and call them back.

#### *Health Officer Position*

Christina explained that the Board is looking into options regarding the Health Officer position for the Town. The conditional offer has been rescinded. Right now the Select Board is acting as the Health Officers and will continue to do so until a decision is made on how to move forward.

#### *Custodian*

Christina mentioned that we still have the custodian position open. Elizabeth asked what it would cost to have someone come in once a month to clean. Christina will send Sara the companies they deal with for cleaning and Sara will call some places to get some pricing.

#### *559 North Groton Road*

Christina gave the Town a heads up that the burnt property on North Groton Road will be cleaned at the owners cost starting July 11.

### **QUESTIONS AND COMMENTS:**

#### *Doug Millett*

Doug asked why Ken Knowlton is coming back out to his property. Christina explained that since he has been in compliance the Board is being consistent by having the properties like his checked every other year and if he stays in compliance then he will be moved to the inactive list.

Doug said he feels that he is in compliance and was when his property was last inspected. He said he felt that it was regarding the vehicles and if they are road worthy. They can all be used for agriculture. He also mentioned the antique law which allows you to have 5 cars that are antiques.

Doug supplied the Select Board a letter which is denying the junkyard dog the right to come out to the property. The Select Board reviewed the letter. Christina stated it is his right to refuse it and if we have any questions we will back in touch with him.

#### *Hebron Fire Visit*

Joe Koslow asked how the visit was to the Hebron Fire House. The Select Board stated that it went well. They fed us well and we received a tour of the building and the equipment. It was nice to see it all and to know that equipment is assisting Groton and to know that we only pay \$50,000 annually for such great service. Christina also passed on that they are looking for more people to be involved and if anyone in Groton has interest they should contact Hebron.

#### *TS Project*

Dave thinks that it is important to finish projects so it is good to finish the fence.

#### *Crack Filling*

Dave Leone asked when the crack filling will be completed. The Board will confirm but it was believed to be within the next few weeks.

#### *Hard Road To Travel Workshop*

Dave Leone mentioned that New Hampshire Municipal Association (NHMA) is conducting "A Hard Road to Travel" workshop on July 13<sup>th</sup> and he wanted to know if anyone from the Town is attending. Christina explained that Glen went to the last one and Christina has purchased the new version of the book but she cannot attend. John was interested and asked for more information regarding this.

*Aprons on North Groton Road*

Dave questioned the aprons that are part of the North Groton Road project. He does recommend them for Class V maintained roads but not private but he does have concerns such as maintenance. Christina explained for the private road in question it is part of the right of way. Dave stated that explained his questions.

*Easson Septic*

Dave Leone wanted to know the status of the Easson septic concern. Christina explained that Bruce Barnard has been doing some research for Mr. Easson, but the Board will request an update.

*Hitching Post*

Dave offered to dig holes for the hitching post. John said that would be great and will work out a schedule with Dave.

**Having no other business to conduct, John motioned to adjourn at 8:54 pm, Bob 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Sara Smith  
Administrative Assistant