

Town of Groton
Select Board Work Session Minutes
March 7, 2017

In attendance: Kyle Andrews and Sara Smith (Administrative Assistant - AA)

Absent: John Rescigno

Christina called the meeting to order at 5:08 pm.

Memo from Sara

Sara submitted a memo for Friday March 10, 2017 off and Monday, March 13, 2017 to leave at 2:45pm.

Christina motioned to approve the time off request for March 10th and March 13th, Kyle 2nd, so voted.

Province Road

The February 7th minutes had a response to Mr. Cross regarding the bridge on Province Road. Sara will draft a letter from her on behalf of the Select Board explaining where we are at.

Digital Recorder

Christina asked Sara to look into a digital recorder as there were issues with the tape from the budget public hearing. Sara looked into this and found one for \$39.99. Sara will talk to Ruth about what she uses and what we should look for. The Select Board approved ordering the digital recorder.

Retention Committee Meeting

Christina would like the Retention Committee to meet on Tuesday, March 14. Sara will see what works best for Ann, Ruth and Darlene.

Prep for Election/Town Meeting

- Sara already ordered the coffee, creamer, sugar, and cups for Elections and Town Meeting.
- Christina will mention at the Select Board meeting that we will accept donations of food for the Town Meeting.
- We will ask Elizabeth to run the coffee machines.
- Sara will go to the Dollar Store and get plates, bowls and plastic ware.
- Sara has already talked to Karen Olivier and asked her to clean Monday and again on Thursday or Friday.
- We will reach out to Tony to see if he needs anything from the Select Board with assistance setting up or anything for the elections or the Town Meeting.
- On Tuesday, we will meet at 4pm to discuss who will talk to which Warrant Article and what is needed for documentation for the meeting.

Building Committee

It was agreed that we should schedule a meeting for the Building Committee after Town Meeting. The Building Committee will meet at 6:30 pm for a brief meeting on March 21, 2017.

Joint Loss Safety Committee

The Next Joint Loss Safety Committee Meeting is scheduled for March 21, 2017 at 5:00pm. Sara will let all of the Joint Loss Safety Committee know to meet at the Town House.

Road Committee

Christina will get in touch with the Road Committee to explain that they should have been informed about the decision to remove the Warrant Article for the North Groton Road project. She will also update them on the bridge.

Christina motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 5:30pm, Kyle 2nd, so voted.

Christina motioned to return to public session at 6:40 pm, Kyle 2nd, so voted.

Christina motioned to seal all of the non-public minutes, Kyle 2nd, so voted.

Evaluations

We received most evaluations back but we are just waiting on Ron Madan's. Sara did tell Glen to get this to her. The Select Board will take them home and review them and be prepared to discuss them next Tuesday.

Meeting Minutes

The February 8th minutes are not complete. We will motion to have the Select Board come in and approve them once done.

Having no other business to conduct, Kyle motioned to adjourn at 6:45 pm, Christina 2nd, so voted.

Respectfully submitted
Sara Smith
Administrative Assistant