

Town of Groton  
Select Board Work Session Minutes  
October 17, 2017

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

**Christina called the meeting to order at 5:03pm.**

**Supervisors of the Checklist Budget**

Pam Hamel and Gina Rescigno met with the Select Board to discuss the Supervisors Budget. They explained that there are Town elections and State and Federal primary elections in 2018, therefore the budget increased.

Town Elections

No change; this is 36 hours @ \$10.30/hr; includes ballot counting

Town Meeting

No change; this is 18 hours @ \$10.30/hr; includes ballot counting

Wages: State Primary

Last year there was not a state primary but this year there is so the Supervisors proposed an increase to \$464.00 to cover 45 hours at \$10.30/hr which includes ballot counting.

Special Election Primary

No change

Wages: November elections

Last year there were not November elections but this year there is so the Supervisors proposed an increase to \$464.00 to cover 45 hours at \$10.30/hr which includes ballot counting.

Pre/Post Election Meetings

The Supervisors proposed an increase of \$93.00 to make this \$650.00 because there are more elections this year.

Training

No change

Mileage

No change

Supplies

The Supervisors proposed a decrease from last year to \$25.00 since they bought the fire safe cabinet last year.

Advertising

It is not a state requirement anymore to advertise.

Other

- Christina asked when the last time the rate was changed for the Supervisors. Pam said it has probably been since 2010. She said that none of them are asking for an increase.
- The Supervisors wanted to discuss better internet service in the building. They have to use the secure internet for the information they use.
- Pam asked if we have thought about putting all of the warrant articles together as one article so it wouldn't take as long. She thinks that is how Rumney does it. Sara will look into this.

The total for the Supervisors budget is \$2599.00 which is a decrease from last year. The Select Board was okay with the Supervisors budget as is.

### **Emergency Management Budget**

Roger Thompson attended to discuss the Emergency budget.

#### Supplies

Stayed the same

#### Workshops/Training

Stayed the same

#### Equipment

Stayed the same

#### Equipment Maintenance

Stayed the same

#### Mileage

Stayed the same

#### Wages

Stayed the same

#### Other

- Right now the Deputy is Glen and this was tried to change this to EJ but he turned it down. Roger will think of someone else that it could be.
- If a new deputy is decided a radio may need to be ordered for them.
- Christina told Roger to think if anything needs to be purchased this year out of the budget.

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

### **Fire Budget**

Roger Thompson attended to discuss the Fire budget.

#### Stipend

Stayed the same; revisit this if he is going to be going out to inspect building permits.

#### Communications/Training

Stayed the same

#### Equipment

Stayed the same

Contracted Services- Hebron

Stayed the same

Contracted Services- Rumney

Stayed the same

Lakes Region Mutual Aid

Stayed the same

Dues

Stayed the same

Mileage

Stayed the same

Other

- It was explained that we are going to be changing the Building permits and Roger will have to inspect more, He said that he should be inspecting new construction that is heated or cooled, attached garages, anything that changes the footprint, if heating system changes, etc.
- Roger mentioned that he will plan on doing a test for the pump stations. John asked if this is going to get done this year. Christina explained that we need an easement and our attorney is working on a sample easement for us.
- Sara will reach back out to Bob Berti about the pump station.
- Roger presented the agreement for the Forestry trailer. **Christina motioned to sign the agreement for the Forestry trailer, John 2<sup>nd</sup>, so voted.**

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

**Zoning Board Budget**

Legal

Stayed the same

Seminars

Stayed the same

Postage

Stayed the same

Mileage

Stayed the same

Advertising

Stayed the same

Supplies

Stayed the same

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

### **Meeting with Glen on a few things**

Christina asked when the erosion and damage from the storm on North Groton Road is getting fixed. Glen said that FEMA met and looked at it and is going to give some money. He is going to fix the washouts and put gravel in a few spots. Glen said it sounded like it will be a few weeks. Katherine from FEMA will be reaching out to Sara. Glen will fill in the holes next week.

Christina asked Glen if he has an EMT radio that Pam gave him. Glen said that he only had it during Irene. He said that it didn't work so he gave it back to the Police Department. Sara will check with EJ to see if he has it.

John asked if Glen has talked to the Snowmobile Club about the bridge. Glen said he talked to them a few weeks ago and they said they were busy. The Select Board agreed that they wouldn't let them cross there if the repairs are not done. Glen will reach out to him to see what the status is in the next few weeks and we will send a letter. Sara will draft a letter.

Sara told Glen that the Building Committee is meeting next Tuesday, October 24, 2017 at 5pm.

Christina asked if there is a reason the Transfer Station can't use the big truck anymore. Glen said the last two times there has been damage. Our concern is that they have to take multiple loads which is taking longer. The Select Board will think about if they should be allowed to use it. It is not a regular occurrence but has happened twice now. It was agreed that the big truck will not be used until the Select Board discussed this further.

### **Planning Board Budget**

Deb Johnson met with the Board to discuss the Planning Board budget.

#### Postage

Deb proposed a decrease of \$150.00 making this \$300.00.

#### Advertisement

Deb proposed a decrease of \$50.00 making this \$200.00.

#### Mileage

Stayed the same

#### Recording Fees

Deb proposed a decrease of \$50.00 making this \$200.00.

#### Dues

Stayed the same

#### Supplies

Stayed the same

#### Seminars/Training

Stayed the same

### Legal & Professional

Deb proposed a decrease of \$2,500.00 making this \$1,000.00. She feels that the \$1,000.00 would be enough in the case where we may have to reach out to the attorney. We want to look at combining all the legal into one line. We will leave it as is for now.

### Master Plan & Town Planning

Deb proposed an increase of \$6,500.00 making this \$7,500.00. Deb explained this would be our cost to end up with a zoning ordinance with Master Plan being completed first, updated with committee feedback, assistance of Steve Whitman for any legal view to bring the ordinance to the Town in 2019 to be a warrant article.

### Other questions/concerns

- Going forward any postings or anything related to the master plan will go under the master plan and not the advertising, etc.
- They need to order a fireproof cabinet and need to know where to put it. She wants to go with a four drawer. If they go with a four drawer we need to know where it is going before it is delivered. The Select Board will look at where these need to go so we can see if we need to rebuild the floor.

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

### Memo from Sara

Sara had requested Wednesday, October 25, 2017 off. This was approved.

She also wanted to confirm when she should take the Veterans Day Holiday and Thanksgiving since she has Fridays off. It was agreed that she should take Thursday November 9, 2017 for Veterans Day and she should take Wednesday November 22, 2017 and Thursday, November 23, 2017 for Thanksgiving.

**Christina motioned to approve Sara's memo for time off and confirming the holidays, John 2<sup>nd</sup>, so voted.**

### Cruiser

Now that EJ moved to Hebron do we want him taking the cruiser home. It was agreed that since he is the only officer it is okay that he takes it but if he has a staff member then it should stay here. It was agreed this can be added to the contract when a new one is written.

**Christina motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 6:50pm, Kyle 2<sup>nd</sup>, so voted.**

**Christina motioned to return to public session at 7:00pm, Kyle 2<sup>nd</sup>, so voted.**

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

**Having no other business to conduct, Christina motioned to adjourn at 7:00pm, Kyle 2<sup>nd</sup>, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant