

Town of Groton
Select Board Work Session Minutes
November 14, 2017

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

Absent: Christina Goodwin

John called the meeting to order at 5:05pm.

Emergency Management Meeting

In attendance: John Rescigno, Kyle Andrews, Glen Hansen, EJ Thompson, Roger Thompson and Sara Smith

The Select Board explained that they wanted to meet to go over how the October 30, 2017 storm situation was handled and things we can do differently in the future to have it run more smoothly.

Glen mentioned we need more notice. He said with this storm there was not enough notice and it was not expected to be as bad as it was. Sara asked Glen if he receives updates on his phone. He said he used to but doesn't anymore and will look into this. It was agreed that in the future if we are informed ahead of time about the storm that we should meet ahead of time to make sure items are moved and to come up with a game plan and do patrols of the Town.

EJ mentioned that a while ago Christina was looking into cell towers for the Town. If we had a cell tower here in Town that would assist with communication since the landlines were down. EJ said the state is pushing for more cell towers in the state. John said he wouldn't think they would be willing to put the amount of money into this with the limited amount of users in our area. We will follow up with Christina on this to see what she was able to find out.

Kyle mentioned that we need a central location and the Emergency Management Director needs to be there. Sara mentioned that the Town House should be the central location since it has the generator and will have power. There were no landlines this last time but Sara mentioned that maybe there should be a sign out sheet that each person involved signs it when they are going to a location so we know where they are. When they change locations they enter that on the form. Glen mentioned looking into a cell phone booster to put at the Town house so that when the phones are down and internet is down we will have better cell phone reception and can make calls from here.

John explained that we need emergency radios that work so we can talk to each other on the radios. Roger said there are four radios, two at this house and two at the Police Department. The ones we have do not reach the entire town. Kyle and John said we should look at new radios and it would be good to get four again. Roger will check with Ossipee Mountain to see what we should look at to get better radio connection. They would probably need auxiliary power. The other option, which could be expensive, is to place repeaters around town.

Sara mentioned that everyone involved should attend some type of Emergency Management training and those that are really involved such as the Director and deputy should attend yearly trainings to keep up on it. EJ mentioned seeing if Homeland security does any type of mock trainings for these cases. Kyle doesn't think that Glen should be the deputy with as busy as he is in these cases. Sara mentioned that maybe she should be

the deputy since she does the paperwork anyway. She would be fine with this as long as she got the necessary training. Sara will reach out to Paul Hatch about training for her and for the Town and any possible grants.

John was concerned that the Town House wasn't ready to be a shelter if we needed it to be. Kyle explained that it was getting ready but then the power came back on. Kyle had talked to Hebron and we were going to be using some of the cots, etc. that they have. John said we should know what they have and we should have more food, water, etc. here at the Town House in case it is needed.

John wanted to make sure we now have more barricades, cones, road closed signs, etc. Glen ordered a lot of this for this storm. It was agreed some should be left in the basement at the Town House in case we are not able to get to the Town Garage.

There were personal items of John Faucher's that were left at the Town Garage. He has been told in the past that these cannot be left there but we have not followed up. Sara will send him a letter telling him to move his equipment off of Town property and not to put it there going forward.

The Diesel tank needs to be secure so it doesn't get knocked over again. Glen has some ideas and will get a quote from Gary Easson about running electrical so we can move the tank. Also the Select Board told Glen that he needs to move his personal tank.

Septic Approval- Map 1 Lot 9

Wendy Decato septic design submitted a septic plan for Map 1 Lot 9, 15 Bailey Hill Road. All information entered is correct. **John motioned to sign the septic design for Map 1 Lot 9, Kyle 2nd so voted.**

Primex update- Truck

Sara forwarded the Select Board an email that John from Primex sent Sara in response to her list of questions. He offered to come meet with the Town on this.

Sara explained that Primex reached out today and the Truck is a total loss and is valued at \$11,750.00. There is a \$1,000.00 deductible for the building and the truck so this will just be taken out of the tuck. We need to sign the Title over to Primex and then they will send us the check for the \$10,750.00. **John motioned to sign the title for the 2006 Ford F350 over to Primex, Kyle 2nd so voted.**

Transfer of funds- Atwell/Orange Brook Bridge Capital Reserve Fund

Sara created a Memo to the Trustees of the Trust Fund requesting they transfer \$34,900.00 from the Atwell/Orange Brook Bridge Capital Reserve Fund to Meredith Village Savings bank to cover all invoices we have received so far regarding the bridge project. Sara attached the invoices to the Memo. **John motioned to sign the Memo requesting the transfer of funds from the Atwell/Orange Brook Bridge Capital Reserve Fund to Meredith Village Savings bank, Kyle 2nd, so voted.**

Transfer of funds- Public Works Capital Reserve Fund

Sara created a Memo to the Trustees of the Trust Fund requesting they transfer \$65,000.00 from the Public Works Capital Reserve Fund to Meredith Village Savings bank to cover the invoice we will be receiving for phase 1 of the project. **John motioned to sign the Memo requesting the transfer of funds from the Public Works Capital Reserve Fund to Meredith Village Savings bank, Kyle 2nd, so voted.**

Thanksgiving baskets

Kyle had a resident ask about Thanksgiving baskets and if they could donate. We know Elizabeth has put together the bin downstairs for Christmas but didn't know if the Town was taking donations for Thanksgiving.

We have in the past. The Town came up with three families that could possibly use the donations. Kyle will reach back out to the resident.

Town report dedication

Marina Chase passed away on Sunday. Kyle recommended dedicating the Town Report to her. He has someone that is going to talk to her husband to see if he is okay with this. She has done a lot for the Town over the years. Kyle stated that she was a Cemetery Trustee, Supervisor of the Check List, Ballot Clerk, they made signs for the Town, etc.

Sara got a sympathy card for Mr. Chase for everyone to sign.

Having no other business to conduct, John motioned to adjourn at 6:15pm, Kyle 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant