

Town of Groton
Select Board Work Session Minutes
December 19, 2017

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

Absent: Christina Goodwin

Kyle called the meeting to order at 5:30pm.

Budget Meetings

Other Budget Items

- Last year we said we would consider donating to CADY this year so we should think about that. It was agreed that we will hold off again this year and revisit next year so we can keep the budget down.
- The American Red Cross is also requesting money but we have opted out the last few years. It was agreed to hold off again this year.
- Transport Central requested \$108.00 which is \$1.00 per transport that have done for the Town of Groton. It was agreed that we should give them \$108.00. This should be added to this under Health Agencies since it assists the elderly.
- In previous meetings adding a porta potty at spectacle pond was discussed. Sara will look into numbers to see what it would cost us. John and Kyle think we should try it and then we should put no swimming signs at boat launch area. We agreed we would add this under the porta potty line under parks and recreation. Sara will look into signs that say “no swimming at the boat launch”.
- We talked about the old library and tearing it down. It was agreed to do a warrant article to tear the library down but not put the year that it will happen and we can see how much money we have in our budget.
- It had been mentioned that eventually the carpets in the Town House will have to be replaced. It was agreed that this can wait so it will be revisited next year.
- It had been mentioned that eventually the Town House parking lot should be paved. It was agreed that this can wait so it will be revisited next year.
- There were some concerns about the roof on the Town House and how some shingles are pulling back and lifting. It was agreed to table this but to have a roofer come out and look at it and give us an estimate and opinion if it needs to be replaced.
- During the last inspection of the Town House it was agreed that we will need to fix the little deck at back of the building at the emergency exit near the bathrooms. It was agreed to get an estimate on replacing this and then we can see if we need to do a warrant article or increase the town house repairs and maintenance budget line. Sara will get estimate on replacing it. She will contact Paul Cole to see if he has insurance and get an estimate from him.
- We had requested someone come out and look at the air condition in the Town House that was started years ago and never finished. Sara contacted three companies. One never came and wouldn't return calls, the other came out and said that it was too much work to take on. Laconia Refrigeration came out and supplied quotes but it wasn't an easy fix so the quotes were high. It was agreed that right now to keep the budget down that this should be revisited next year.
- After the storm in October it was agreed the Town should look into a cell phone booster because the landlines were down and there was no internet so there wasn't good cell service. We received estimates from Dave Switaj. Sara will contact Dave have him order the \$338.40 out of this year's

budget under the town house repairs and maintenance budget line and then the installation can come out of next year's budget.

- There have been requests to get a faster internet service. Dave Switaj did provide a quote on this but it is an increase of almost double. It was agreed to revisit this when we finalize the budget.

We had to stop with the budget items but at the next meeting we still need to discuss the following:

- Cell tower
- New IT company?
- Forester request for Town owned lands- also add Forester into budget
- Request from Holden Engineering
- Mountain Village Charter School request
- Bridge House request
- New Hampshire Public Works Association- should we join?
- Select Board training budget- should we increase or create a line?
- Email from HEB Engineers
- Encumbering lists
- Do we need to look at HW budget?
- Need to relook at the areas we highlighted to revisit and see if we need to schedule 2nd meetings

Glen's items

Glen is coming tomorrow to get his stuff out at 10:00am.

Meeting with Bubba on Highway items

Bubba wanted to meet with the Select Board because his meeting was kind of rushed on Friday. Bubba submitted his plan of action which is the following:

1. Clean out garage and organize garage- Norm and Bubba have started to go through the garage; they threw garbage away and sorted items out so that when Glen comes in and gets his stuff
2. Call mobile mechanic- Charlie Coursey does 90% of their own vehicle maintenance. He is a mechanic and the only thing they do not do is a full brake job. Bubba is comfortable with him coming down and going through the equipment and trucks to let us know what he thinks they need. He wouldn't do anything to the truck he would just look it over and give a list of what needs to be fixed.
3. Get screens out of snow for sanders and inspect them
4. Clean up garage yard as best as possible
5. Call about front tires for the backhoe
6. He is working with Gary Easson about wiring for the garage. Sara will reach back out to Gary regarding this
7. Start an inventory list once Glen's items are out of there
8. He advised Ron, Norm and Jeremy to pick up new keys to the garage from Sara at the Town Hall; Sara confirmed that all guys came to get the keys.
9. Bubba has already set up a meeting to talk to Ron, Norm and Jeremy to start some type of scheduling. Norm is the one that has to watch his hours so they are working on that.
10. He was thinking to announce at the Selectmen's meeting nights that he would be downstairs from 6:30pm to 7:00pm if any Townspeople had any questions regarding Public Works issues. The Selectmen are fine with this.
11. He was wondering if the Selectmen would want a brief report at the Select Board Meetings so the Townspeople and the Select Board are up to date on what is going on. The Selectmen will think about this.

12. He talked to Charlie Coursey and he is going to move the jersey barriers to the bridge and will move the culverts back to the garage at the same time. He will do this tomorrow. Charlie is also willing to help out with plowing or Jeremy using his truck.

Bubba also wanted to touch base on a few other things. The batteries on the truck need to be replaced. Bubba ordered salt today because they are getting low. Needs internet at the garage to watch the weather, alerts, etc. Another option would be cable. Sara mentioned that we should schedule a follow up meeting with Bubba for budget.

Bubba will be coming in on Thursday to go over the bills and a few things with Sara.

John mentioned to Bubba to stress not smoking in the truck. This needs to be important.

Sara asked what they want to do with the pager that Glen had that the Town pays monthly for. We will hold on to this until the position is filled.

John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 6:20pm, Kyle 2nd, so voted.

John motioned to return to public session at 6:50pm, Kyle 2nd, so voted.

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

Meeting with Deb Johnson

Deb wanted to discuss a few things with the Select Board.

Invoices

Deb gave Sara receipts to pay. Sara explained they will be paid on Tuesday 12/26 and sent out 12/27. Sara will send Deb a scanned copy of the receipts she gave for reimbursement.

Kuplin Concerns

Deb asked where the building permit stood. Sara explained that Casey reached out to Sara after the Planning Board met with him and she told him there was a cease and desist on it and Sara did confirm with him that it has been revoked.

As far as the special exception, Chuck Stata and the ZBA are waiting for the application for the special exception and then they can move forward.

John mentioned that Conservation was looking to the bridge and it may construct some water flow but nothing had to be done to this. Deb asked who is responsible to telling him that he is or is not responsible for changing the bridge as she doesn't know if the Planning Board has authority. Sara will reach out to DES about the bridge on his property to see how they get involved to see if the bridge is okay. Deb said since it is used for commercial vehicles it is totally different now as it is a different use than when it was put in under the forestry laws.

The Select Board scheduled another meeting with Deb for 1/2/17 at 6:15pm to discuss the following that we didn't have time for today:

- Staffing issues
- Budget concerns
- Planning Board email address
- Communications between the public and the Planning Board.

Having no other business to conduct, Kyle motioned to adjourn at 7:00pm, John 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant