

TOWN OF GROTON
SELECT BOARD MEETING
August 15, 2017

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

Absent: Kyle Andrews

Audience Members Present

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

MINUTE APPROVAL

Christina motioned to approve the Work Session minutes of August 1, 2017, John 2nd, so voted.

Christina motioned to approve the Non-Public Work Session minutes of August 1, 2017, John 2nd, so voted.

Christina motioned to approve the Select Board Meeting minutes of August 1, 2017, John 2nd, so voted.

OLD BUSINESS:

Assessing Bids

The Town of Groton had reviewed the assessing bids in the last meeting but the dates needed to be changed, which Avitar completed. The overall amount is \$74,274.00 which is \$6,000.00 more than 5 years ago. **Christina motioned to approve the Avitar Four Year Assessors Agreement, John 2nd, so voted.**

Hazard Mitigation Plan

At the last meeting the Select Board tabled this so they could review table 9.1 action items and provide steps to mitigate the action items including the deadlines and completed dates, if applicable. Sara had also reached out to June Garneau to see how we can proceed if we cannot make changes. **Christina motioned to table the Hazard Mitigation Plan concurrence until the next meeting, John 2nd, so voted.**

Junkyard Letters/reports

The Select Board met with the Junkyard Dog to get clarification on a few properties that were inspected and had asked him to visit a few more.

- Map 2 Lot 30 is in compliance - the Select Board was supposed to perform a drive by inspection for the thank you letter. **Christina motioned to sign the junkyard compliance letter for Map 2 Lot 30, John 2nd, so voted.**
- Map 2 Lot 47 is in compliance - the junkyard dog was supposed to send a new compliance report to remove the "I believe" and state the property owner is in compliance. The junkyard dog has since sent a new updated report. **Christina motioned to sign the junkyard compliance letter for Map 2 Lot 47, John 2nd, so voted.**
- Map 5 Lot 51 is in compliance but has a few piles of aluminum and iron that were suggested to be removed. **Christina motioned to sign the junkyard compliance letter for Map 5 Lot 51 as amended from the prior Select Board meeting, John 2nd, so voted.**

Sculptured Rocks State Park Address

At the last Select Board meeting there was a request for an address for Sculptured Rocks State Park. Sara had reached out to our contact at 911 and an address has already been assigned. The address is 251 Sculptured

Rocks Road. The State has approved a 911 sign to be installed. The question is should the Town pay the \$15.00 for the marker or ask the State. **Christina motioned to approve and apply for an emergency marker from Hebron Fire Department paid by the Town, John 2nd, so voted.**

Senate Bill 38 Local Highway Aid

Christina mentioned that we did reach out to the State and the auditors to get more information regarding the Senate Bill 38. We will have to hold a public hearing for receiving unanticipated revenue over \$10,000 and to determine what we are proposing to use the money for in this special instance. We will have a public hearing on September 5th. Christina recommends that the Board consider reclaiming the rest of the road, other roads, etc. Christina explained normally revenue goes back to general fund and can't be used for specific projects but this is different as it goes into its own line and is used for new projects not existing projects.

NEW BUSINESS:

Building Permit- Map 5 Lot 48-1

The owners submitted a building permit for a 26x54 log home on Sculptured Rocks Road (SRR). They did supply the PUC information (energy code) along with the septic approval number. The property is listed in Assessing as located off of SRR but the plan is showing the property access located off of Beaver Pond Road. Therefore, this will need a Class VI Road Waiver. Sara will contact the owner. **Christina motioned to sign the building permit for Map 5 Lot 48-1 with the condition that the property owner submit the Class VI Road agreement to be signed at the next meeting, John 2nd, so voted.**

Building Permit- Map 5 Lot 140-5

The owners submitted a building permit for a 1900 square foot ranch on their property located at 25 Hardy Country Road. They did supply the PUC information along with the septic approval number. **Christina motioned to sign the building permit for Map 5 Lot 140-5 and sign the Class VI Road agreement, John 2nd, so voted.**

Junkyard License 155 Bailey Hill Road

George Kirk submitted a junkyard license renewal for his junkyard located on 155 Bailey Hill Road. The Town received the background check back and there was no record to report. Ken Knowlton reported that he is in compliance and that the license can be renewed. **Christina motioned to approve the junkyard license renewal for 155 Bailey Hill Road, John 2nd, so voted.**

Memorandum of Understanding (MOU) - Map 5 Lot 157

The Town has received the signed MOU for Map 5 Lot 157 with regard to the bridge project. **John motioned to sign the MOU for Map 5 Lot 157, Christina 2nd, so voted.**

Sara explained that she can now send all MOU's to Mike Vignale and he can move forward with finalizing the bridge project.

Intent to Cut – Map 2 Lot 115-5

The Town received an Intent to Cut for Map 2 Lot 115-5. There are no taxes owed on the property so a bond was not required and all information on the intent is correct. **John motioned to sign the Intent to Cut for Map 2 Lot 115-5, Christina 2nd, so voted.**

Workers Compensation Law, Notice of Compliance

Primex sent in the updated State of NH Workers Compensation Law, Notice of Compliance poster that needs to be signed by the Select Board. Once signed, copies need to be made and it needs to be displayed in work

locations. **Christina motioned to sign the Workers Compensation Law, Notice of Compliance Poster, John 2nd, so voted.**

Report of Cut/Yield Certificate- Map 7 Lot 28

The report of cut is for Map 7 Lots 28 on Halls Brook Road for a cut of about 1 acre. The amount of the tax is \$114.65. **Christina motioned to sign the yield certificate and tax levy for Map 7 Lot 28, John 2nd, so voted.**

SELECT BOARD ITEMS:

Class VI Road Letter

Charles Coursey from Gordon Coursey & Son Enterprise LLC dropped off a letter requesting permission to upgrade Orange Brook Road as they intend on doing a timber harvest on the property abutting the road.

Christina motioned to approve both the Class VI Road improvements letter for Orange Brook Road, Christina 2nd, so voted.

The Board requested that Glen Hanson review the road conditions both before and after the upgrade.

New Transfer Station Superintendent / Pemi Baker Solid Waste appointment

Norm Willey is now the Transfer Station Superintendent. The Board held the Pemi Baker Solid Waste Appointment Form until the position was filled. It was discussed to have Norm primary and Sara as an alternate. **Christina motioned to sign the appointment form which has Norm Willey for the Pemi Baker Solid Waste appointment with Sara Smith as the alternate, John 2nd, so voted.**

Records Retention

Now that the Records Retention Policy is created, the Committee only needs to meet once a year. Christina mentioned that the ordinance says for the Select Board it either has to be all of the Board or their designee. Christina asked John what he thought about Sara being the Board's designee instead of one of the Select Board being on the Committee. He agreed. **Christina motioned to appoint Sara as the designee for the Select Board on the Records Retention Committee, John 2nd, so voted.**

Road Complaint

Complaints of dust on North Groton Road have been received. Sara will check with Glen to make sure that the calcium chloride has been used. If it has, the Board requests another layer be applied.

Forester

A few months ago, a Forester by the name of Jordan King reached out to the Select Board to offer his services. The Select Board decided at that time that we should reach out to other Foresters to see if they are interested and to check on costs, but no others responded. Jordan King charges \$40 per hour and \$0.50 a mile. Christina said the one she recommended was \$55 per hour but no mileage. It was agreed for Sara to reach out to Jordan to see what he means by mileage and explain that the Town would need to make it effective for next year so they can add it to budget. Sara has a draft of an agreement that Christina sent her so she will update the agreement.

Flag Pole

The flag pole at the Town House hasn't been fixed yet. Gary had sent an email that parts and labor would be about \$225.00 but the worst case would be \$270.00. This would include a 1 year warranty on parts and 2 year warranty on labor. Sara will reach out to Gary and have him move forward with this before winter.

MS-1 and MS-434

Sara mentioned that the MS-1 and MS-4 are due September 1st and she was hoping to have it done by today but Avitar asked for her to wait until the end of this week or beginning of next week. Sara mentioned the Select Board does not meet again until September 5th so they would need to motion to come in and sign it when it is complete. **Christina motioned to approve the MS-1 and MS-4 based upon review and to approve the Board to come in and sign once completed, John 2nd, so voted.**

Building Permits

Christina wanted to explain that the Select Board cannot enforce building code but is able to sign permits for buildings. She also explained that the Planning Board can put the request to have building code adopted on the warrant and the Town can vote on it, but she warned that the Town needed to be prepared for the costs of a Building Inspector if it passes. This can also make the cost of the building permits go up.

Christina thinks we should change permits to Land Use Permit and Land Use Guidelines. Christina also explained that the Select Board can reach out to Fire Marshal's Office to enforce the code if there is an issue but there is an additional cost to anyone applying for a permit. The Board agreed to have Sara update the permit and guidelines for review at the next Board meeting.

Elizabeth Jespersen mentioned that in the past the Zoning Board talked about if the Town did get a Building Inspector they could share with other towns to cover the cost. Christina stated the Towns would then have to figure out who pays benefits, etc and it could get confusing. Elizabeth explained that she had issues with her house that were not caught when it was built. Christina and John explained that since she bought the house from someone else that the home inspector should have caught any issues.

Christina also asked that the Board consider changing the permit for the Fire Chief as he should be reviewing the boilers. We had previously added a note to the permit which states **All heating sources need to be inspected by the Fire Chief. Please contact the Fire Chief once installed,** but we should confirm if this is sufficient.

COMMITTEE UPDATES:

Old Home Day

Old Home Day was scheduled for Saturday, August 5th, but due to the weather it was moved to Sunday, August 6th. There was close to 100 people there over the full event. The parade started at 5:30 pm, the band Stolen Thunder was scheduled to play from 6:30 pm to 8:30 pm but they played a little longer. There was also a free BBQ along with games and raffles. The night ended with a great fireworks show at dusk.

Christina will have a budget list for the next meeting. The Town did receive a donation from Avangrid for \$1,200. They also collected about \$484 from raffles and donations. Christina will break all of this down and will work with Elizabeth and other members of the Old Home Day Committee to get this done. Sara will send Christina receipts once she gets them.

Sara will send the prize money to winners once Christina sends her the information. Christina explained that Mr. Tolman won 1st place, Rick Belanger was 2nd place and he chose not to take the money, and Pete drove Maxam's truck and got 3rd place.

There will be an Old Home Day close out meeting and Christina will get in touch with everyone with a date.

QUESTIONS AND COMMENTS:

Conservation Commission

Elizabeth mentioned that she had a posting she would like Sara to put up at the Town House. The Groton Conservation Commission is looking for help to tackle roadside clean up. This will take place on Saturday, October 14th, 2017 from 9:00 am-12:00 pm with meeting at the Town House and a cookout to follow. Sara will put the posting on the website and will send to Christina to put on Groton's Facebook page.

Concerns with wood being left after cuts

Bubba stated that the Fire Chief was here and had concerns about Halls Brook Road with wood being left that had brush attached as it was dry and could catch on fire so he was going to contact the Fire Marshal. Bubba mentioned there is another property that has wood left there too so he just wanted to make sure we were doing the same thing for all properties. Christina mentioned that she doesn't think there is anything that we can do but if the Fire Chief was looking into it then we will let him handle it.

Tree on Edgar Albert Road

Ann said there was a tree that came down on Edgar Albert Road on August 5th. It is half blocking the ditch. Ann asked who owns the tree and who is responsible for the cleanup. Christina explained that the Town will have to move it out of the ditch but they can't take it as it is the land owners.

Having no other business to conduct, John motioned to adjourn at 7:58 pm, Christina 2nd, so voted.

Respectfully Submitted,

Sara Smith
Administrative Assistant