

Town of Groton
Select Board Work Session Minutes
January 11, 2018

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

Absent: Christina Goodwin

John called the meeting to order at 4:36pm.

Meeting with Turnstone

Tony explained he had a good turnout for the subcontractors which allowed them to get some pricing. Tony provided a cost spreadsheet which gave a breakdown of all costs. The costs were for how the building was designed, the site, the foundations, the building and the salt/sand shed. He explained that some numbers came in a little higher than they expected. Tony went through the spreadsheet by each section.

- The first column is site work which would include all site work but doesn't include the foundation or paving as that would be covered under another section.
- The second column is foundation which would include all footings and foundation and the excavation and back fills for the site work needed for the foundation. This is for the foundation costs for the building and the salt shed.
- The next column is the salt shed. This is for the structure on top of the foundation so it is the framing, trusses, siding, and roof.
- The next column is the Public Works Building which is for the actual building as designed on the plans.
- The last column is an all-in, which is all four columns together.

The highest cost for a large building with the Police Department and everything such as site, building, foundation, etc. based on the last plans they submitted was \$2,291,350.00.

There were two alternates provided. Alternate #1 was to keep the plan as is but just removing a few miscellaneous rooms that were not needed. The shower could not be removed per code. This would reduce the building by 650 square feet and would reduce the cost by \$122,342.00. Alternate #2 was to remove the Police Department Offices and other extra rooms which would reduce the building by 1,300 square feet and would reduce the cost by \$244,683.00. It was asked if they can look at another option of removing all of the above and making only one drive thru which could allow the building to be smaller. They will get us this number as soon as they can. It was asked that this is provided before the public hearing on February 6, 2018. We want to have all options to present to the Town.

The biggest cost for the Town is the site work. We knew from the beginning it was going to be a tricky site to work with. The site work alone is \$411,373.00 because of the drainage, run off, ledge, etc.

Stacy explained that there are other things that are not on the list that would be up to the Town such as geotechnical if it was needed, building permits, furniture and equipment to furnish the building, moving costs etc. Tony will send Sara a list of these items and estimated costs for items he has an idea on.

Stacy said if we don't think it will go through, at least present it all to the Town at the high number. Then you can take the year to get a pulse for how the people are feeling about it and explain why a new building is needed. It was explained that the Townspeople know about the flooding so it is not needed to explain why a new building is needed but these amounts are very high for what we were expecting never mind what they may have been expecting.

Turnstone asked what else they can do to help present this to the Town. Sara asked if they would be able to attend the Public Hearing on February 6, 2018 at 6:00pm to help field the questions that we may not be able to. They will plan on being here and Stacy will ask Jamie and Will if they can attend as well. It was explained if it is cancelled the snow date is

It was discussed that we may have to look at a bond for the building because of the costs. Sara will look into this since we haven't even looked into this yet. Sara will also look into any grants. We had looked into this before and tried with the Homeland Security Grants and were told that since it was in the works there was no grant for this.

Stacy asked if payment has been sent yet from the last invoice. Sara explained that a payment was sent on December 6th. Stacy will see if they have received it yet and will contact Sara if they haven't.

Sara explained to Stacy that the Town sent the contract to the Towns attorney as there was a lot of information in there. We have some notes from the attorney and didn't know what the best way to handle it was. Stacy asked that Sara email these over to her so she can review them. Sara will email them next week.

Sara will post the public hearing for the budget and the warrant article and include on the hearing posting that there will be a discussion regarding the Public Works Building and all residents are encouraged to attend. The Selectmen will meet again on this before the Public Hearing to make sure we have all information that we need. We will need to decide what we want to have on the warrant prior to then. It was agreed to keep the time at 6:00pm. We can discuss cancelling the Selectmen's meeting after but may want to keep it since it will have been a few weeks since we had one.

Plumbing

Andy & Sons Plumbing and Heating came out and looked at the Toilets and provided a quote to correct the problem with the flushing. **John motioned to approve the quote from Andy & Sons Plumbing and Heating, Kyle 2nd, so voted.**

Sara will contact them to schedule this to be done.

Update on Garage

Sara explained that P&M Insulation would be coming out Friday to do the insulation at the Town Garage. They will be doing the sheet rock the following week.

Budget

The Budget was going through line by line and talked about. The following were areas that needed to be revisited from the other budget meetings:

- The Selectmen Stipend: It was agreed that the Chair should receive \$50.00 more a month than the other Selectmen. This would increase the Selectmen Stipend line by \$600.00 bringing it to \$9,600.00

- Legal: There was a discussion in a prior meeting if legal should all be one line instead of the different departments having legal lines. It was agreed to keep legal under the different departments so it is easier to track where it is being used.
- Planning Board: There is a second meeting scheduled January 16, 2018 to discuss the Planning Board budget.
- Cemeteries Supplies: it was agreed to keep it as it is at \$1,000.00.
- Police Officer Wages (PT): There was discussion if this line is needed since we have been functioning without a part time officer. This is a big cut so this should be discussed with EJ so we will need to set up a second meeting with him.
- The Fire Stipend: It was agreed to keep it as is for now since this job doesn't require a lot of time.
- Highway Budget: There is a second meeting scheduled January 16, 2018 to discuss the Planning Board budget.
- Sanitation Wages: There was discussion at a previous meeting about maybe making a second line for when the dump is packed by Ron. It was agreed that this is still paid under Transfer Station wages so should be kept as one line.
- Health Agencies, Mid State Health Care: Mid State was asking for \$400.00 this year. It was agreed to give them \$200.00.
- Health Agencies, Task Force/Domestic Violence: Voices against Violence was asking for \$550.00 this year which is an increase. It was agreed to level fund and give them the same amount as last year which was \$500.00.
- Health Agencies, CASA: CASA was asking for \$500.00 this year which is an increase. It was agreed to level fund and give them the same amount as last year which was \$250.00.
- Parks & Recreation, Porta Potty: It was agreed to add in a porta potty for Spectacle Pond and to only go with a regular unit and only for July and August. This would increase this line by \$250.00 making this line \$1,265.00.

Warrant Articles

The Select Board went over the warrant articles that were submitted so far and the list Sara made. The following were discussed regarding warrant articles:

- The Road Committee never submitted a warrant article for North Groton Road. At least the section that was started last year needs to be finished. Sara will ask M.E. Latulippe to come out and give an estimated cost to finish the part that is ground up.
- Last year it was agreed to not put any requests in to put money into the Fire & Equipment Capital Reserve Fund. It was agreed to leave this out again this year.
- There was a request from NH Lottery for the Town to put Keno on its warrant. The Town doesn't have anywhere that this would take place so this is not going on our warrant.
- The bridge project came in a little higher than what was estimated. Based on what we have in the Capital Reserve Fund and what we still need to pay, we will need to vote to appropriate \$65,000.00. Sara drafted a warrant article for this.
- Sara created a warrant article requesting to establish a new Capital Reserve Fund for "Office Equipment Capital Reserve Fund" for the purpose of replacing and maintaining computers, copiers, printers and other office equipment as needed. Sara received a list of items that should be replaced from Dave Switaj but is waiting on cost estimates.
- There was no warrant article to replace the emergency management radios. Roger was looking into this. Sara will contact Roger to see if this is needed.
- In a previous meeting it was discussed if we need to put a warrant article together or increase the budget on the Town House regarding the roof and a deck on the back emergency exit. The roof is not leaking but had some shingles that appear to be folding or broken and the deck is old and should be replaced. Right now it is hard to get someone out here with all the snow to provide an estimate so we

will set up a reminder to have someone come out in the spring to look at these and see if we need to put these on the 2019 budget or warrant items.

- We will need to talk about the Public Works Building in our next budget meetings to see how much we should budget for this. Turnstone will be emailing Sara some information so that she can put some costs together.

John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 7:30pm, Kyle 2nd, so voted.

John motioned to return to public session at 7:44pm, Kyle 2nd, so voted.

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

Having no other business to conduct, Kyle motioned to adjourn at 7:45pm, John 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant