

Town of Groton  
Select Board Work Session Minutes  
February 1, 2018

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

**Christina called the meeting to order at 4:10pm.**

***Budget***

Christina had a few questions regarding the budget:

- Legal- Christina asked if we could reduce this. It was agreed to reduce this to \$8000.00 but we should never go any lower than this.
- Police- it was explained that we met with EJ twice and lowered the Part Time wages.
- Emergency- Christina said that she saw the radios were part of the warrant but it is something that we need so it was wondering if it should be moved to the budget. It could go under the equipment line, increase it this year and then decrease it next year. It was explained that we put it as a warrant article because it was submitted that way and it would allow the Town to vote on it. It was agreed to keep as a warrant article.
- Highway- Robert Ellis will be having a 6 month evaluation as the Public Works Director which may warrant an increase in his wages. The Select Board ran numbers and there should be enough money in the wage line to cover an increase.
- It was agreed to move the forestry costs to the forestry line under other general government.
- Christina noticed that the Town Clerk salary was not increased. Ruth didn't submit an increase this year so we should make sure there is one next year.
- Supervisors have not received an increase in a while. It was agreed that since it was submitted this year that there won't be an increase but we should look at this next year.
- In the past we have talked about Groton Historical Society (GHS) and Newfound Lake Region Association (NLRA). This year they are on warrants but the other services are in the budget. Next year we will look at putting them all the same way, either all on the warrant or all on the budget.

**Christina motioned to approve the Executive budget at \$59,944, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Election budget at \$55,307, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Financial Administration budget at \$19,560, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Legal Expenses budget at \$11,000, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Personnel Administration budget at \$78,550, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Planning and Zoning budget at \$23,552, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the General Government Buildings budget at \$23,705, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Cemeteries budget at \$7,126, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the General Insurance budget at \$14,040, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Advertising & Regional Association budget at \$2,775, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Other General Government budget at \$5,071, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Police budget at \$123,192, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Fire/Ambulance budget at \$73,796, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Emergency budget at \$903, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Highway Administration budget at \$70,775, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the Highway & Streets budget at \$74,901, John 2<sup>nd</sup>, so voted.**  
**Christina motioned to approve the Street Lighting budget at \$1,100, John 2<sup>nd</sup>, so voted.**  
**Christina motioned to approve the Sanitation budget at \$68,260, John 2<sup>nd</sup>, so voted.**  
**Christina motioned to approve the Health budget at \$5,799, John 2<sup>nd</sup>, so voted.**  
**Christina motioned to approve the Welfare budget at \$7,044, John 2<sup>nd</sup>, so voted.**  
**Christina motioned to approve the Culture and Recreation budget at \$8,561, John 2<sup>nd</sup>, so voted.**

**Christina motioned to approve the operating budget at \$734,961, John 2<sup>nd</sup>, so voted.**

Sara will create DRAFT copies for the meeting, the Board agreed on 40 copies and will put online after warrant articles are included.

### ***Warrant Articles***

There were a lot of warrant article submissions this year and some are definitely necessary and need to be presented to the Town. However, there are a few that the Select Board thought we should remove this year since the numbers are very high and the priority wasn't as pressing:

- It was agreed to remove the warrant article for the two inch overlay on the rest of North Groton Road. The cost for finishing the section that was returned to gravel is much higher than expected. We can revisit this and submit it next year if it is decided it is a good idea. The Road Committee will need to meet to discuss this.
- It was agreed to remove the purchase of a used police cruiser as it was agreed that this should wait. There isn't a full staff and the Board would like to have the position filled before considering any other vehicle purchases.
- It was also agreed not to put any money into the perambulation this year since Miles Sinclair has been doing this at a lower cost for the Town and the current fund has been built up enough.
- It was agreed that we would not be doing a bond for the building this year. We need to do a little more research and have more meetings before we put a bond before the Town. We can reach out to local companies for the site work. Sara will reach out and tell Turnstone that they do not need to attend the Public Hearing. She will explain that we will set up meeting after Town meeting and for now will have them stop all work on the project. Sara will ask that they send any additional bills for work that has been done up to this point. It was agreed to put a warrant article for \$100,000 to be placed into the Public Works Capital Reserve Fund.
- For Groton paved roads, it was agreed to change this amount to \$34,000 with \$14,000 coming from the general fund balance and remainder to come from taxation, which would level fund the request to last year's warrant article.

### **ARTICLE 2**

The total operating budget was changed to reflect the \$734,961-The Select Board Recommends This Article 3-0

### **ARTICLE 3**

Establish Office Equipment Capital Reserve Fund and put \$5,000 into fund-The Select Board Recommends This Article 3-0

### **ARTICLE 4**

\$25,000 to support The Nature Conservancy conservation easement for the Kimball Hill Property-The Select Board Recommends This Article 3-0 – The Board requested that someone from the Conservancy come to the budget hearing if possible to support the article.

ARTICLE 5

\$200,000 complete the reclaim section of North Groton Road Project - The Select Board Recommends This Article 3-0

ARTICLE 6

\$65,000 into the Atwell Orange Brook Bridge Replacement Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 7

\$34,000 repair of Groton paved roads - The Select Board Recommends This Article 3-0

ARTICLE 8

\$10,750 from Primex for the flood damaged F350 moved into the Truck/Sander Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 9

\$35,000.00 appropriated for a new truck with plow for the Highway Department; offset using the SB 38 funds and money from the Truck/Sander Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 10

\$100,000.00 into the Public Works Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 11

\$5,000 into the Police Cruiser Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 12

\$7,000 for Assessing Revaluation Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 13

\$5,000 for Heavy Equipment Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 14

\$5,000 for Disaster Relief Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 15

\$5,000 for Town House Capital Reserve Fund - The Select Board Recommends This Article 3-0

ARTICLE 16

\$3,000 for replacement of two portable emergency radios - The Select Board Recommends This Article 3-0

ARTICLE 17

\$1,000 for Groton Historical Society - The Select Board Recommends This Article 3-0

ARTICLE 18

\$1,000 for Newfound Lake Region Association - The Select Board Recommends This Article 3-0

ARTICLE 19

Enter Contract with Hebron Public Library with the sum of \$2,000 coming out of Library Savings account - The Select Board Recommends This Article 3-0

## ARTICLE 20

Demolition of the old library and old Town office building-The Select Board Recommends This Article 3-0

## ARTICLE 21

The Select Board does not need to recommend this article

### *Few things regarding warrant articles*

- Sara will make changes and print the warrant and budget for Select Board and will email it to them.
- Sara will send the warrant to both the attorney and DRA for review.
- Once the attorney and DRA review the warrant Sara will make their suggested changes and will make 40 copies and put it online.

### ***Road Grant: SB38- information***

The Town had received \$22,365.19 from the state for the SB38 grant. Sara did reach out to our contact at the NH DOT regarding this and received confirmation that this can be used towards a new truck.

### ***Bubba comp time inquiry***

Bubba has asked if instead of getting overtime if he could get comp time. Sara pulled the comp time policy and it states "Public Works does not accrue comp time". The Select Board discussed this and it was agreed he cannot use comp time since the Policy clearly states that Public Works cannot accrue comp time.

### ***Kuplin concerns***

Sara tried to set up a meeting for February 20th at 6:00pm with the Planning Board, ZBA and Casey. She sent out an email and Deb Johnson said she would attend but Chuck made it sound like the ZBA couldn't attend. Sara will reach back out to everyone and suggest that they all attend at 6:00pm just so we can all talk with Casey about what his steps should be and to discuss the building permit.

### ***Damaged Road***

We billed logger for damage to the road but we haven't completely fixed it. He was billed \$1,800.00 but the road was never repaired. At the time there was damage and chain marks on the road but it looks like it has repaired itself somehow, maybe with normal wear and tear. Sara will reach out to the attorney to see if there are there issues with this and if we don't repair it what happens with the money.

### ***Ethier- intents to excavate***

Sara will put this on the Select Board meeting agenda for next week.

### ***Powerpoint agreement***

Sara will put this on the Select Board meeting agenda for next week.

### ***Disposal agreements***

Sara will put this on the Select Board meeting agenda for next week.

### ***Next work session***

The Public Hearing is February 6<sup>th</sup>. We need to make sure we are all set before then so we can meet at 5:00pm that night since the hearing is at 6:00pm. The following are the next meetings:

- February 20th at 4:30pm
- March 6th at 5:00pm. Candidate night will be at 7:00pm this night; Sara will add it to the agenda
- March 13<sup>th</sup> at 3:00pm
- March 20<sup>th</sup>- at the Select Board meeting we will do the swearing of new officers unless Ruth wants to do this at Town Meeting.

**John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 5:30pm, Christina 2<sup>nd</sup>, so voted.**

**Christina motioned to return to public session at 6:03pm, John 2<sup>nd</sup>, so voted.**

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

**Having no other business to conduct, Kyle motioned to adjourn at 6:04pm, John 2<sup>nd</sup>, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant