

Town of Groton  
Select Board Work Session Minutes  
October 16, 2018

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

**John called the meeting to order at 5:00pm.**

***Follow up from Public Hearing***

- Sara explained that she put all the information in order that she put together and got from Turnstone. All handouts are downstairs for the residents to take.
- Mailings: Sara mentioned that the mailings were put in the mail today.
- Hearing on Monday: The Select Board agreed that Sara should attend so she will post the office as closed. We will meet here at 9:15am and ride together. Sara will record the hearing if allowed and take brief minutes.
- Senator Giuda sent some information over that Sara sent the Select Board to review. He is planning on attending the Special Town Meeting.

***Select Board opening***

Ron Madan had shown interest in being the third Selectman. It was agreed to see if he is still interested and if so to appoint him.

***Police Cruiser***

Sara informed the Select Board that she started the cruiser today and let it run for about 10-15 minutes. She has been trying to do this once a week. Kyle mentioned that the tires have been cleaned out at the Transfer Station so we should think about putting the cruiser in there for the winter. John agreed.

***Citizens Planning Committee Comments***

The Citizens Planning Committee had emailed the following items to the Select Board on September 18, 2018. They asked for the Select Board to read the Groton Zoning Update first as it is an overview/explanation of what has been done and what remains and they wanted the Board to comment by October 19.

Three Zoning District Description Sheets

- Rural:
  - Are there a maximum number of buildings allowed? The way it is written you are only allowed one house with one garage or shed or other building. This doesn't seem feasible for some
- Forestry and Conservation District:
  - Also 1 primary 1 accessory
  - Home business guidelines- the home business in this area shouldn't effect environment; also should include there should be no fencing or other items that would interfere with the migration of wildlife
- Renewable Energy
  - Doesn't the SEC regulate where the turbines go?

- Can we restrict the size of the turbines?
- Are we inviting solar energy in?

Flood plain dev regulations:

- Under number 2 the Select Board supports this policy change.

Thoughts on regulating activities on Groton's aquifers

- No building should be allowed within a certain circumference of the aquifer. Additional restriction should be put in place on those uses and we should work with other neighboring towns to protect the aquifer.

Deb Johnson said that the way the zoning is set up is using fully restrictive zoning which would be more work for the Select Board as far as enforcing the zoning, etc. The Select Board should be cognoscente of this. The Select Board will include the question that in terms of dimensional standards, where most of the lots aren't surveyed in town, how does the Select Board enforce this? What guidance are we going to use?

Sara will send this information over to the Citizens Planning Committee.

***Memo from Sara***

Sara submitted a Memo requesting the following time off:

- Thursday, October 25, 2018 off all day
- Monday, December 24- Wednesday, January 2 (She will come in on Monday December 24 to do payroll and also will come in on Monday, December 31 to do payroll)

The Select Board approved this time off.

***Budget Meetings***

**Supervisors of the Checklist Budget**

Pam Hamel turned in the Supervisors budget for the Select Board to discuss. She explained when she turned it in that there were not as many elections in 2019 so the budget decreased and she doesn't think it is necessary to meet with the Select Board on it but would be happy to answer any questions should any arise.

**Town Elections**

Stayed the same; this is 36 hours @ \$10.30/hr.; includes ballot counting

**Town Meeting**

Stayed the same; this is 18 hours @ \$10.30/hr.; includes ballot counting

**Wages: State Primary**

This is not applicable for 2019.

**Special Election Primary**

This is not applicable for 2019.

**Wages: November elections**

This is not applicable for 2019.

**Pre/Post Election Meetings**

The Supervisors proposed a decrease of \$341.00 to make this \$309.00 because there are fewer elections this year.

Training

Stayed the same

Mileage

Stayed the same

Supplies

Stayed the same

Advertising

It is not a state requirement anymore to advertise.

Other

There were no other concerns to discuss.

The total for the Supervisors budget is \$1,330.00 which is a decrease from last year. The Select Board was okay with the Supervisors budget as is.

**Moderator**

Tony Alberts turned in the Moderator budget for the Select Board to discuss. He explained that there is only one election in 2019, therefore the budget decreased. He doesn't think it is necessary to meet with the Select Board on it but would be happy to answer any questions should any arise.

Salary

Tony proposed a decrease of \$300.00 making it \$150.00 due to the decrease in elections in 2019.

Workshops/Training

Stayed the same

Mileage

Stayed the same

Ballot Clerks

Tony proposed a decrease of \$1,050.00 making it \$600.00 due to the decrease in elections in 2019.

Assistant Moderator

Stayed the same; Last year Kyle asked if he needs an assistant. Tony said he would look to see if anyone is interested but the former Moderator, Lou, never had one.

Other

Voting booths

The Select Board was okay with the Moderator budget as is.

**Emergency Management Budget**

Roger Thompson submitted his budgets without any changes from the year before. He doesn't think it is necessary to meet with the Select Board on it but would be happy to answer any questions should any arise.

Supplies

Stayed the same

Workshops/Training

Stayed the same

Equipment

Stayed the same

Equipment Maintenance

Stayed the same

Mileage

Stayed the same

Wages

Stayed the same

Other

The Select Board was okay with the Emergency budget as is.

**Fire Budget**

Roger Thompson attended to discuss the Fire budget.

Stipend

Stayed the same; revisit this if he is going to be going out to inspect building permits.

Communications/Training

Stayed the same

Equipment

Stayed the same

Contracted Services- Hebron

Stayed the same

Contracted Services- Rumney

Stayed the same

Lakes Region Mutual Aid

Stayed the same

Dues

Stayed the same

Mileage

Stayed the same

Other

The Select Board was okay with the Fire budget as is.

**Zoning Board Budget**

Chuck Stata submitted the Zoning Board budget. There was only one change and it was a decrease. He doesn't think it is necessary to meet with the Select Board on it but would be happy to answer any questions should any arise.

Legal

Chuck proposed a decrease of \$1,000.00 making this \$1,000.00.

Seminars

Stayed the same

Postage

Stayed the same

Mileage

Stayed the same

Advertising

Stayed the same

Supplies

Stayed the same

The Select Board was okay with the Zoning budget as is.

**Planning Board Budget**

Deb Johnson met with the Board to discuss the Planning Board budget.

Postage

Deb proposed a decrease of \$100.00 making this \$200.00.

Advertisement

Deb proposed a decrease of \$50.00 making this \$150.00.

Mileage

Deb proposed a decrease of \$25.00 making this \$25.00.

Recording Fees

Stayed the same

### Dues

Stayed the same

### Supplies

Deb proposed a decrease of \$1600.00 making this \$800.00.

### Seminars/Training

Stayed the same

### Legal & Professional

Deb proposed an increase of \$1,000.00 making this \$2,000.00. This is in case we do pass the new zoning ordinance in case we need legal advice on it.

### Master Plan & Town Planning

Deb proposed a decrease of \$16,000.00 making this \$500.00.

### Other questions/concerns

- Deb hasn't order the cabinet yet but she will be ordering it. Sara sent Deb the information and she will order it and let Sara know when it is ordered.
- Deb also asked if she can move the other cabinet as well. It was agreed that it can be moved.

The Select Board was okay with the Planning Board budget as is.

### ***Casey Kuplin***

Kyle asked Deb Johnson if Casey has reached out to the Planning Board yet. She said he has not. Kyle said Casey is going to build a house on the property. Sara mentioned that he did pick up a building permit and asked if there was going to be an issue. Sara said she cannot answer that but he should submit the building permit and have it reviewed. It was agreed the Planning Board should review it.

### ***Building permits***

It was agreed that the Select Board and the Planning Board should meet to discuss the new building permits and changing the approvals of building permits over to the Planning Board. This will be discussed and set up after the Special Town Meeting.

### ***Property clean up***

The Select Board has sent a few letters to a property that Ken Knowlton said was in violation. One letter was sent on July 10, 2018 and one on September 4, 2018 and both requested the property be cleaned up to be brought into compliance. In the September letter it was stated that if the property is not brought into compliance within 30 days that they will be fined \$50 per day and may also seek the assistance of the Town's attorney. As of now the 30 days has passed and it doesn't appear clean-up has been done.

Sara will reach out the attorney to see what the next step should be. It was agreed that since it has been well over 30 days that we can start charging the fine of \$50.00 per day that was mentioned in the letters. Sara will create a spreadsheet to track this.

### ***Lee McClain's concerns***

A resident, Lee McClain, called with a few concerns he wanted to bring to the Select Board's attention. They are listed below:

- 176 Sculptured Rocks Road has two campers on it but no septic or water
- Across from 176 Sculptured Rocks Road, Map 140-2, has a camper and no septic or water
- Map 5 Lot 140-3, 179 Sculptured Rocks Road, is a camp that he didn't think had a building permit but it does and was for a recreational camp. He is concerned that it has electric but no septic or water

The Select Board did drive by the locations and stated there is no running water so they are not required to have septic. There is nothing more to look into.

### **Flood Plain Concern**

Sara explained we received an email from Jennifer Gilbert who is a Floodplain Management Program Coordinator regarding the concerns on Beaver Pond Road. Sara had emailed back and explained that we received some concerns after the work was done and had reached out to DES and DRA to see what should be done.

She responded with the following:

*"Thank you for your response and information. I realize that the town's floodplain ordinance are regulations that probably don't get used very often since the town only has mapped floodplains in a small portion of town. However, the Select Board are responsible for enforcing these regulations in all floodplain areas in town whether development is taking place on private or public land. I also understand that sometimes community officials aren't notified of development activities beforehand as they should be. However, in regards to the floodplain ordinance, the Select Board still needs to enforce the ordinance even after-the-fact. Therefore, the Select Board will need to ask the property owner to apply and submit a permit to the town for the development that took place in the floodplain and require the property owner to comply with the other ordinance requirements (Item VI Item VII(C)) I mentioned in my previous email. FEMA Region 1 staff and myself would be happy to assist and speak further with the Select Board about their responsibilities with enforcing the town's floodplain regulations and their next steps regarding this development."*

Sara had forwarded the email to the Select Board to review and explained we will need to discuss this. Sara will reach back out and explain that this is our first experience with flood plain regulations and would like some assistance and guidance on where to start.

### **October 23, 2018**

October 23, 2018 is the Special Town Meeting scheduled for 7:00pm. There are no work session posted for before. Sara asked if they wanted to meet before the Special Town Meeting. IT was agreed to meet at 6pm and ask Bob Giuda to be here at 6pm to discuss what he is planning on discussing and ask the attorney to meet at 630pm. We can see if Turnstone can come in a little earlier as well

**Having no other business to conduct, Kyle motioned to adjourn at 6:51pm, John 2nd, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant