

Town of Groton
Select Board Work Session Minutes
November 20, 2018

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

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

Budget Items to revisit

- Carpets: Sara will call Home Depot and ask what it will cost for them to come out and do a quote
- Roof information: Shingles will be 40 year warranty and metal is 40 year rust warranty and panels will last 100 years. It was agreed to do the warrant article.
- The Groton Historical Society will be getting quotes for the plan for the Town Pound
- It was agreed to increase the wage line for Road Agent
- It was brought up that we should think about putting in a budget line for extra costs such as engineering, grants, etc. We already have the grant line that we can use if needed and can revisit this next year.

John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) at 5:10pm, Kyle 2nd, so voted.

John motioned to return to public session at 5:20pm, John 2nd, so voted.

John motioned to seal the non-public minutes, Ron 2nd, so voted.

Sara's computer

Sara had reached out to Dave Switaj regarding a new computer for her office since her computer is the oldest and first in line to be replaced. For the new computer, monitor and labor it would be \$1,092.50 which falls within the budget. The Select Board is okay with Sara having Dave order this.

Evaluation Memo

The Select Board is okay with the dates on the Memo for when the evaluations will be due. Sara will hand this out next week to all department heads.

Information on going over on a line item

Sara had reached out to the auditor about going over on a budget line. His response was "Typically what happens is that the Selectmen acknowledge the over expenditure on the line item at a meeting and then move that the expense will be covered by a line or other lines that have remaining budgets. You are allowed to over expend a line item, you cannot over expend the grand total budget without State permission though but going over on a line item is ok as long as you can offset the over with an under." Sara will reach back out to clarify if the line can be in a different budget and if the grand total budget he mentioned is the overall budget.

Email from attorney regarding Deb Johnsons email

Sara had sent the Select Board the back and forth emails from Deb Johnson and the attorney so the Select Board need to decide if they are comfortable moving ahead with septic plan. The Select Board agreed to approve the Septic Plan with the note on it that the attorney suggested in bold letters that this is not a guarantee that a building permit will be issued and if the applicant installs the septic system, he does so at his own risk that the building permit may be denied.

Sara still hasn't heard back from the Zoning Board about the waiver. Sara will reach out to the Attorney to see what happens if we do not hear back from the zoning board and find out if it is then the Select Boards responsibility to do the waiver and if so she will find out what this entails.

Deb Johnson email about Flood Plain regulations

Sara had sent Deb Johnson the email from the State about the updated State Model Floodplain Ordinance for NH Communities. Deb said that the Planning Board must review them carefully, consult with the selectman and if we all agree, the revisions will go in the proposed zoning ordinance. She also said that the PB needs to reach out to the Town attorney for her review of the proposed zoning ordinance. I thought we would wait until after the first public hearing so we could include any resident comments. She wanted the Selectmen to discuss this and if they have any comments they would like to include or any concerns. The Select Boards concern is the setbacks and who will enforce that.

Christmas party

Sara created a flyer for the Christmas party but didn't know what date to choose. We have done different days each year and last year it was on a Friday so we need to decide when this will be and Sara will update the flyer. The Select Board agreed to Friday, December 14, 2018 from 12pm-2pm. Sara will hand out the invite next week.

Schedule building permit meeting with Deb Johnson

We were not able to discuss the building permit changes last week when we met with Deb so we need to reschedule this. Sara will see if Deb can meet on December 4th at 6:30pm after the meeting with June Garneau.

Sign Richard Cross evaluation

Norm went over the evaluation with Richard but the Selectmen need to sign it now. **John motioned to sign Richard Cross' evaluation, Ron 2nd, so voted.**

Map 10 Lot 40 follow up

Last week during the Select Board Meeting Bob Berti brought up a potential property issue. There was a lot of research done in the past and the Town did its due diligence by posting in the paper, sent abutter letters, etc. at the time the Town took the property. It was agreed to wait and see what information Bob Berti brings the Town and then we can see what we can do at that time.

State Bridge Follow up

Last week during the Select Board Meeting, Doug Millett brought up that we should reach out to the State for the bridge issues and potential culverts. The Select Board agreed that Sara should reach out to Tony Albert and ask what year it was put in and who we should talk to about this. We then will reach out to the State and explain that the bridge has been causing flooding issues that were not existent before and is there anything the state can do about it such as other culverts, etc.

State Plowing

The State hasn't been staying on top of the plowing and sanding of North Groton Road. We are using our time plowing and our materials on the road so we should be reimbursed. Bubba needs to make sure he is tracking how often he is plowing and how much material is being used. Senator Giuda sent a letter to Shaheen so we are hoping this will improve this but we are not sure.

Emergency Management Meeting

Roger Thompson has too much going on so he has resigned as the Emergency Management Director. John will announce this at the meeting. Sara will post that we are looking for a Director and Deputy online, at the Town House and at the Transfer Station.

Sara created an organizational chart that she shared with everyone. The chart looks good and there were no changes that need to be made at this point.

Having no other business to conduct, Kyle motioned to adjourn at 6:55pm, John 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant