

TOWN OF GROTON  
SELECT BOARD MEETING  
January 2, 2018

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

**Audience Members Present**

Christina called the meeting to order at 7:06pm.

**MINUTE APPROVAL**

**Kyle motioned to approve the Work Session minutes of December 19, 2017, John 2nd, so voted. Christina abstained.**

**John motioned to approve the Non-Public Work Session minutes of December 19, 2017, Kyle 2nd, so voted. Christina abstained.**

**Kyle motioned to approve the Select Board Meeting minutes of December 19, 2017, John 2nd, so voted. Christina abstained.**

**NEW BUSINESS:**

*Turnstone Contract Information and Latest email*

Turnstone had sent in the contract which we sent to the attorney for review. The attorney sent her comments back. It was agreed to go over the attorneys notes with Turnstone when we meet with them next. **Christina motioned to table the Turnstone contract until we meet with him next week, Kyle 2nd, so voted.**

*KV Partners recommendation for award and scope of services*

Mike Vignale from KV Partners had a bid opening meeting on December 20, 2017. The bids ranged from \$292,390.00 to \$709,620.00. Mike reviewed all bids and the low bidder was M.E. Latulippe Construction, Inc. Mike Vignale recommends that this project be awarded to them. He also included the scope of services and agreement to be signed by the Select Board.

The lowest bid was more then what we thought it would be so we will have put it on the warrant to bring before the Town at Town Meeting. We will need to get all amounts together to see what we have already paid Mike, what we still owe him and add the \$292,390.00 on top of that to see how much we will need. Last year there was a balance of \$56,330.98 and we requested to have \$225,000.00 more put into that Capital Reserve Fund which would give us a balance of \$281,330.98. We will have to pull the original contract from Mike.

The Select Board also agreed that they wouldn't want to sign the agreement unless there was a note that states it is dependent of funding from the Town at Town Meeting. **Kyle motioned to table the agreement until we get more information and if we get the information by the next work session to award he project to M.E. Latulippe Construction, Inc., Christina 2<sup>nd</sup>, so voted.**

*Town Garage Items*

There are a few different items that we have received quotes on for the Town Garage and we need to decide what the best option is to move forward with. When the storm damaged happened the insulation and walls had to be removed from 4 feet down so this needs to be replaced. There was an inspection done and the wiring needed to be replaced. The wiring has been replaced and is completed. Now that this is done, the insulation needs to be done.

There was some concern that there could be more mildew higher up but that was not from the storm damage and our property coverage does not cover this. Before we move forward with the insulation we should figure out how much mildew is in there and treat that. It was agreed to spray the mildew with bleach and water and then have the insulation and sheetrock done from P&M insulation. Kyle will check for mildew, spray bleach and if there is nothing found then we can schedule P&M insulation to come out next week. **Christina motioned to approve the estimate for P&M pending the inspection and bleaching, John 2nd, so voted.**

#### *HealthTrust Certification of authorized users*

HealthTrust has a new secure member portal and they are confirming all authorized users for. The only authorized user for Groton is Sara Smith. **Christina motioned to sign the HealthTrust Certification of authorized users, John 2nd, so voted.**

#### *Building Permit amended- Map 5 Lot 46*

Casey Kuplin asked if he could resubmit his building permit but only wishing to make it for his own personal agricultural purposes, nothing commercial at this time. The Select Board does not feel comfortable approving this. Sara will talk to the Towns attorney about. Once we hear back, we should schedule a meeting with the Planning Board, the Zoning Board, the Select Board and Casey Kuplin to figure out what his next steps should be. **Christina motioned to table the building permit until we hear back from the Towns attorney, John 2<sup>nd</sup>, so voted.**

It was agreed that if we cannot approve the building permit that we will need to refund his money. Sara will contact Casey to let him know what we are doing and that we will reach out once we hear back.

#### *Report of Cut/Yield Certificate- Map 5 Lot 28*

The report of cut is for Map 5 Lot 28 on Sculptured Rocks Road that is owned by the State of New Hampshire Division of Forest and Lands and was for a cut of about 27 acres. The amount of the tax is \$4,910.48. They had paid a bond when the intent was filed for \$4,157.06 so there is a difference owed of about \$753.42. **John motioned to sign the yield certificate and tax levy for Map 5 Lot 28, Kyle 2nd, so voted.**

When a bond is paid it is given to Darlene. We will have to request that the bond be released and applied towards this bill. Sara will request this from Darlene. **Christina motioned to have the bond released, Kyle 2<sup>nd</sup>, so voted.**

#### *Resignation- Conservation Commission*

Otto Jespersen submitted his resignation as a member of the Conservation Commission effective January 1, 2018. Christina explained that if anyone is interested in serving on the Conservation Commission there are a few positions to be filled.

#### *Holiday Schedule*

Sara submitted a Memo to the Select Board as she does every year which breaks down when each Holiday actually is and when it is observed and the offices are closed. The only one that is observed on a different day than the actual holiday this year is Veterans Day which falls on Sunday, November 11, 2018 but is observed on Monday, November 12, 2018. Sara will send the Memo to Christina. **John motioned to approve the holiday schedule for 2018, Christina 2<sup>nd</sup>, so voted.**

There are two holidays which fall on a day the Transfer Station is open. These are Independence Day which is Wednesday, July 4<sup>th</sup> and Veteran's Day which is Sunday, November 11<sup>th</sup>. Sara will talk to Norm and ask if the Transfer Station will be open, closed or closing early.

## **SELECT BOARD ITEMS:**

### *Department Items*

Now that Bubba has stated that he will attend the meetings to give Highway Department updates and EJ already attends the meetings and provides Police Department Updates, it was agreed to add a section on the agenda called "Department Items" for these topics.

### *Highway Department*

Bubba mentioned that they have been very busy plowing and sanding.

Ruth asked Bubba about the issue on North Groton Road on New Year's Day. Bubba mentioned that there was some icing from water running across the road that they had to take care of.

## **QUESTIONS AND COMMENTS:**

### *Minutes*

Ann mentioned that there was an error on some minutes that have been approved and are online. It was one of the December minutes. It stated that Christina was absent but then in the minutes Christina made some motions. It was agreed that this will need to be fixed. Ann will let Sara know what minutes they were so she can correct them.

**Having no other business to conduct, Kyle motioned to adjourn at 8:00pm, John 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Sara Smith  
Administrative Assistant