

Town of Groton  
Select Board Work Session Minutes  
May 7, 2019

**In attendance: John Rescigno, Tony Albert, Ron Madan and Sara Smith (Administrative Assistant - AA)**

**John called the meeting to order at 4:00pm.**

***Meeting with June Garneau- All Hazard Mitigation Plan Update (John, Tony, Ron, Sara, Bubba, Gina, Bill Oakley, and Angel Ekstrom)***

Things to follow up on from last meeting:

- Sara and Bubba worked on the culvert spreadsheet and emailed to June.

Today's topics:

- Continue working on Table 8.1, Potential Mitigation Strategies & the STAPLEE
- Continue working on Table 9.1, Mitigation Action Items

Homework:

- Look into NIMS, ICS and Web EOC Training for new officials and emergency operations team. Tony is going to work with John Fisher to conduct a training for us.
- Review Materials sent by MAPS
- Digital photos- contributions welcome
- June also reminded everyone to make sure that they track all projects, time reading materials, etc. on the blue sheet.
- Sara will send the letter on the bridge by the garage to John.

Upcoming meetings are:

- July 2, 2019 at 4:00pm (last meeting)

***Schedule next meetings***

Right now, the next few work sessions are set for 5:00pm but we can change these if needed. We need to start doing safety committee meetings. We usually start with the park but also have to do the Transfer Station, Highway Garage and Town House. It was agreed to schedule the following meetings:

- May 21, 2019 at 5:00pm
  - 5:00pm Joint Loss Safety Meeting. We will start with the Park and then go the Highway Garage.
  - 6:00pm Emergency Management Meeting. Sara will let Bill and Patti and will send Roger a message.
- June 4, 2019 at 5:00pm
  - 5:00pm Joint Loss Safety Meeting. We will start with the Transfer Station and then go the Town Hall.
- June 18, 2019 at 5:00pm
  - 5:00pm will go over the recycling and the updated building permit
  - 6:00pm work session with Department Heads on Records Retention

***Recycling***

Sara will follow up with Casella on costs before the meeting on June 18, 2019.

### ***Follow up on Police Information***

This is on the agenda for the Select Board meeting. Sara reached out to Primex regarding any recruitment services they provide and they do not offer this but referred her to Municipal Resources Inc. (MRI) which is who we use for the junkyard services and who we used for the wage study a few years ago. They can assist the Town but there is a charge attached to it. Alan Gould from MRI called Sara and then sent a follow up email about the services they provide. To do the comprehensive recruitment process which covers entire process from beginning to end will cost the town anywhere from \$6,000.00-\$7,500.00. The other way of doing this for small communities on a limited budget is to simply charge a flat hourly fee for their work. If they give a firm number for a process, they have no way of knowing how many applicants we'll be dealing with but would have to price it on the high side, just in case we had a good-sized pool. A blended rate of \$75/hour would cover administrative and consultant related costs. They anticipate a relatively low number of candidates so this means we're only paying them for the actual services we need. This also gives us flexibility as to process. After we see what the pool looks like we can decide if we want some essays or would like Alan to participate in on-site interviews. He suggested that we may not want to do the essays but that in any case, he would do phone interviews and then get the viable candidates right to our Board for interviews. He said they can usually get the job done for under \$3000.00 with this approach. We would have to pay for the advertising and if we want MRI to do the Police Standards and Training Council compliant background, that costs about \$1200.00. Whether they do it or someone else does it, a background is required by PSTC.

The Select Board agreed that this is expensive and we should post it ourselves and see if we have any bites first. It was agreed to post to the newspaper, NHMA, Police sites, our website and send to those on the committee to see if they know of anyone to pass it on to or any other places to post it.

### ***Ethier Concern***

There has been an ongoing concern with work that Mike Ethier has been doing at his property. The last contact regarding this was a letter that the Select Board sent to Mike on January 31, 2019 which stated that he can submit all plans and permits that he stated he has for review. Mike was in Florida so this was put on the back burner but it was agreed to reach back out to him.

Sara mentioned a resident sent an email stating that back in March they noticed some orange stakes around the floodplain area. It appears land surveying was done. They were curious if that was for the town of Groton or NHOSI. Mike was in Florida at the time so they didn't think it was him. Sara had explained that it wasn't the Town. The Select Board agreed we should reach out the NHOSI to see if they did survey before we reach back out to Mike and see if they have any new information. If not, it was agreed to send a follow up letter requesting the plans or a meeting with the Select Board.

### ***Fire Pond***

We need to set up a meeting about the fire pond. It was mentioned that Tim Pilcher needs to be there and he is out of Town a lot for work so Sara will see what day works best for him. Sara will also reach out to the attorney regarding an agreement for the fire pond and look at the easement information.

### ***Tax Warrant***

Sara mentioned that she will be running the tax warrant this week as it has to be done by May 15<sup>th</sup> but we will need it signed before the next meeting. **John motioned to come in and sign the tax warrant when it is ready to be signed, Tony 2<sup>nd</sup> so voted.**

### ***Meeting with Bubba***

- Bubba went to the road maintenance class earlier that day. The mentioned that it is very common that asphalt cracks within first year because of how it is made now. They are trying to come up with newer ideas because there is only so much aggregate. They also have a graph that shows how maintenance at

certain points of the life of the road is important and can improve the road conditions. Bubba can show the graph and go over the other ideas at another time to extend the life of the road.

- Bubba mentioned that there are ideas of what can be done to the last sections that were done, which would be from where the paving was done last year to Halls Brook Road. He can put together ideas and costs of this. He feels if we can get all the roads up to where they should be then we can develop a maintenance plan.
- Bubba thinks it would be a good idea to have someone like Mike Ethier or Dave Leone clear the lot where the new Town Garage is supposed to go and do some digging to see what we have to work with. Glen and Bubba only dug test holes but this would give a better idea to see if they could move forward with any of the other ideas that were brought up. He will mention this at the building committee meeting. Sara will look into the file to see if it was surveyed or not.
- Bubba will mention at the Select Board meeting that there are old culverts at the garage and if people are interested in them, they can come get them at a certain date and time at the garage. This will allow everyone a fair opportunity.
- The International was having some problems but they said it was caught just in time and they corrected the issue. Everything looks okay right now.
- Blanchette Lane is having issues on the private part of the road so we are going to send letters because it affecting the town portion of the road. This is in the agenda for the Select Board meeting.
- The Highway Department cleaned up the Conservation area for the fishing derby so it looks better and also cleaned up the Town shed yard. They will also make sure this will be mowed before the derby.
- John Faucher will lightly cut Fletcher Road and then fully cut Edgar Albert Road.
- Bubba was wearing a T-shirts that he had made and paid for himself. He would like to revisit this. He is looking at getting a few shirts and one sweatshirt for each guy. There is money in the budget for this. The Select Board asked Bubba to get pricing on this to bring to the Select Board so they can revisit this.
- Bubba mentioned that him and Sara did the site visits for Sculptured Rocks Road and North Groton Road. There were only two companies that came to Sculptured Rocks Road and three for North Groton Road. They have until the end of the month to get their bids in.

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

Respectfully submitted,

Sara Smith  
Administrative Assistant