

Town of Groton  
Select Board Work Session Minutes  
October 1, 2019

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

**Absent: Ron Madan**

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

***Budget Meetings***

**Moderator Budget**

Tony Tavares attended to discuss the moderator budget. There are four elections in 2020 so there is an increase for every line.

Moderator Salary

The Moderator recommended an increase of \$450.00 making it \$600.00.

Workshops/training

Stayed the same. Tony Tavares wasn't sure about the workshops. Tony Albert explained that he will get something in the mail for a moderator workshop which is good to attend.

Mileage

Stayed the same

Ballot Clerks/Counters

The Moderator recommended an increase of \$1,300.00 making it \$1,900.00.

Assistant Moderator

Stayed the same

Other Concerns:

None

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

**Library Trustees Budget**

Gina attended on behalf of the library trustees.

Wages

Stayed the same

Library expenses

The library trustees recommended a decrease of \$499.99 making it \$1.00.

Other Concerns:

Ruth and Gina would like to do away with the computer. They would like to donate the computer to the Town. Sara will contact Dave Switaj to see what type of computer it is and if any of the older Town computers could be traded out with this.

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

**Cemetery Budget**

The Cemetery budget decreased so the trustees didn't attend the meeting but would be happy to have a follow up meeting if there are any questions.

Repairs & Maintenance

The Cemetery Trustees recommended a decrease of \$1,000.00 making it \$1,500.00. It was agreed to put this back to \$2500.00. The Select Board thought this should stay higher as this covers all cemeteries and if the River Road needs more than \$1,000.00, they can take it out of this line.

Wages

Stayed the same

Supplies

The Cemetery Trustees recommended a decrease of \$250.00 making it \$250.00.

Mileage

The Cemetery Trustees recommended decrease of \$99.00 making it \$1.00.

Fuel

Stayed the same

Advertising

Stayed the same

Site Work- River Rd Cemetery

The Cemetery Trustees recommended an increase of \$1,000.00 making it \$2,000.00. It was agreed this should be \$1,000.00. The Select Board thinks the signs should be ordered this year and if they are ordered and paid for this year, they can use the \$1,000.00 next year for River Road. If they need more than the \$1,000.00, they can take it out of the repairs and maintenance line.

Other Concerns:

None

The Select Board was okay with the Cemetery budget after the two changes.

**Treasurer Budget**

Pam Hamel attended to discuss the Treasurer's budget.

Stipend

Stayed the same

Deputy

Stayed the same

Mileage

Stayed the same

Supplies

Stayed the same

Other Concerns:

Pam wanted to ask about the Old Home Day Fund which is a revolving fund. When the Town Clerk gets cash donations for the Old Home Day Fund it should go into the revolving account and not the general fund. There has been deposits for the fireworks that have gone into the general fund. Sara will generate two checks, one for the fireworks and one for the remainder of the community support that wasn't used so that it can go into the Old Home Day Revolving Fund.

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

**Supervisors of the Checklist Budget**

Pam Hamel, Gina Rescigno and Annie Tobine attended to discuss the Supervisors budget. They explained that there are more elections in 2020 therefore there were increases overall.

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

The Supervisors proposed an increase to \$450.00 making it \$450.00.

Special Election Primary

The Supervisors proposed an increase to \$450.00 making it \$450.00.

Wages: November elections

The Supervisors proposed an increase to \$450.00 making it \$450.00.

Pre/Post Election Meetings

The Supervisors proposed an increase of \$291.00 to make this \$600.00 because there are more elections this year.

Training

The Supervisors proposed a decrease to \$180.00 making it \$150.00.

Mileage

Stayed the same

Supplies

Stayed the same

Advertising

It is not a state requirement anymore to advertise so this was removed last year.

Other

There were no other concerns to discuss.

The total for the Supervisors budget is \$2,791.00 which is an increase from last year. The Select Board was okay with the Supervisors budget as is.

**Conservation Commission Budget**

Slim Spafford and Gina Rescigno attended to discuss the Conservation Commission budget.

Conservation

Stayed the same

Workshops/Seminars

Slim proposed a decrease of \$200.00 making this \$400.00.

Postage/Supplies

Stayed the same

Mileage

Stayed the same

Other/fishing derby

Slim and Gina proposed an increase of \$75.00 making this \$875.00 since they went a little over last year.

The Select Board was okay with the Conservation Commission budget as is.

**Town Clerk/ Tax Collector**

Ruth met with the Select Board to discuss her budget.

TC Salary

Stayed the same 3% increase would bring this line to \$30,606.00.

Deputy Wage

Ruth proposed an increase of \$2,000.00 making it \$11,000.00. This is due to more hours a week.

Town Clerk/Tax Collector Dues

Stayed the same

Town Clerk Expenses

Stayed the same

Tax Collector Expenses

Stayed the same

Workshops/Seminars

Stayed the same

Telephone/Internet

Stayed the same

Computer Maintenance/Software

Stayed the same

Advertising

Ruth proposed a decrease of \$100.00 making it \$50.00.

Supplies-general

Stayed the same

Postage

Stayed the same

Election supplies/Expense (ballots, advertising, etc.)

Ruth proposed a decrease of \$1350.00 making it \$200.00 because they ordered the voting booth out of 2019 budget.

Ballot Clerks

This is a different budget meeting and will be done in the Moderator's budget.

Checklist Supervisors

This was a different budget meeting and will be done in the Supervisor's budget.

Mileage

Stayed the same

The Select Board was okay with the Town Clerk/Tax Collector budget as is.

***Memo from Sara***

Sara submitted a Memo requesting Tuesday, October 8<sup>th</sup> off for appointments. **John motioned to approve this time off, Tony 2<sup>nd</sup>, so voted.**

***Transfer Station***

Norm got another quote from Dead River for the heater. This one is for \$1,750.00. The Select Board is okay with Norm moving forward with this. Sara will let him know.

***Police Chief***

The background check came back. The Select Board reviewed his final report and agree they can move forward. They will sign forms "A" and "I" and A tonight and any other forms that are needed. Sara will

email the Sheriff to let him know those forms were sent in and to see if he needs to reach out to NH Police Standards and Training or if we do.

***Meeting with Bubba***

The Select Board met with Bubba to discuss Highway Department items. Bubba went over the following:

- The paving came in less so we have some more money. Bubba is thinking that we can do Blanchette Lane this year so he will work on this.
- Bubba would like to put about \$5,000.00 more into the property across from the Transfer Station. The Select Board is okay with putting some more money into it.
- The Dodge has had maintenance done and is in as good as shape as it can be.
- The Plows are ready to go. He is working on the sanders now.
- Bubba is working on prices for the truck for the warrant article.
- Bubba got prices for the backhoe from a few places and is waiting on a few more for the warrant article.

**Having no other business to conduct, John motioned to adjourn at 6:59pm, Tony 2nd, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant