

Town of Groton
Select Board Work Session Minutes
October 15, 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

Emergency Management Budget

Bill Oakley met with the Select Board to discuss his budget which doesn't have any changes from the year before.

Supplies

Stayed the same

Workshops/Training

Stayed the same

Equipment

Stayed the same

Equipment Maintenance

Stayed the same

Mileage

Stayed the same

Wages/Stipend

The Select Board agreed that this should be changed to Stipend and should be increased to \$875.00. This will allow for a \$500.00 stipend for the Emergency Management Director and \$375.00 for the Deputy. It was explained that these would be two payments with the first payment being in July and the other in December.

Other

- Bill mentioned using the money from this year to change the radio upstairs. Sara will contact Ossipee Mountain to see about changing this.
- Sara explained that their codes were set up and gave them keys to the office and the front door. Sara explained that they should make sure their codes work before there is an emergency.

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

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

Roger proposed a decrease from \$100.00 to \$1.00 as he said there is no need for this anymore.

Mileage

Stayed the same

Other

- The Select Board wanted to make sure Roger is committed to the position. He has been hard to get ahold of, couldn't attend the Hazard Mitigation meetings, the fire wardens were not informed of the last meetings/trainings, we met with the Rumney Fire Department he couldn't attend, etc. Roger said as far as the fire wardens he thought they all got the information in the mail. As far as the meetings he does his best.
- Roger asked if the guys in Hebron get any money for doing the permits. Tony wasn't aware if they did.
- On the building permit it states that if a heating system is being installed that they are required to contact the Fire Chief. John asked if anyone has ever contacted him. No one has contacted him as of this point. Roger said that the Plymouth has it on their permit as a sign off. There needs to be a separate form for him to sign off on or it should be a part of the permit. We will need to look into this before we make the new permit official. Sara will reach out to Deb to see if she wants to look into this or if she wants me to. Roger would like to look at the permit once it is done before it is put out to the public. Roger said there is a state form.

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

Zoning Board Budget

Glen Hansen submitted the Zoning Board budget. There were no changes so 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

Stayed the same

Seminars

Stayed the same

Postage

Stayed the same

Mileage

Stayed the same

Advertising

Stayed the same

Supplies

Stayed the same

Other questions/concerns

There were no other questions or concerns.

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 \$25.00 making this \$175.00.

Advertisement

Deb proposed an increase of \$75.00 making this \$225.00.

Mileage

Stayed the same

Recording Fees

Deb proposed a decrease of \$25.00 making this \$175.00.

Dues

Stayed the same

Supplies

Deb proposed a decrease of \$775.00 making this \$25.00.

Seminars/Training

Deb proposed an increase of \$559.00 making this \$600.00 due to current or new members who need to attend training.

Legal & Professional

Deb proposed an increase of \$500.00 making this \$2,500.00. This is because they may have to hire an attorney to review the Planning Board procedures. She is working on this and following the template that OSI put out.

Master Plan & Town Planning

Deb proposed an increase of \$500.00 making this \$1,000.00 for revisions to regulations and adoption of Planning Board rules.

Other questions/concerns

- Deb mentioned that if they don't adopt the planning board rules this year there will be money that will not be used.
- Sara reminded Deb that we need the meeting minutes. Deb said that she is working on them and has to get them approved and then they can go online.
- Deb said that she is working on the building permit guidelines. Sara let her know that she is available if she needs help with them. Sara let her know that she sent her an email about the fire inspections and they will look into that together. Tony will contact other fire chiefs as well.

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

Transfer Station Budget

Wages

Norm proposed an increase of \$555.00 making it \$19,055.00. This is to reflect the 3% merit increase.

Stipend

Stayed the same

Telephone

Stayed the same

Training & Certification

Stayed the same

Electricity

Stayed the same

Propane

Norm proposed a decrease of \$150.00 which is the anticipated savings with the new unit.

Supplies

Stayed the same

Compactor related expenses

Stayed the same

Mileage

Stayed the same

Dues

Stayed the same

Portable Toilet

Stayed the same

Transportation costs

Norm proposed an increase of \$5,000.00 making it \$35,000.00 since the volume is up 20-25%. We are already at \$31,650.72 and we still have 2.5 months left so we may need to increase this again. We went from 40-60 a day to 70-90 a day. We don't have the three dumpsters so they are coming more. When we were doing the recyclables, we were able to pack down more but now it is all in one. Norm said they figured it out and they can do with the two dumpsters and they are working out a plan to figure out what works best. John asked if we should have a third container. Norm said he put a sign up to say what items should be used for what and he would like to take a month or two to see how that works. Also, we are getting out of the summer season so it should be better and less traffic and garbage.

Recycle costs

Norm proposed a decrease of \$3,900.00 making it \$2,300.00 since we are only recycling electronics, metal and batteries.

Uniforms

Stayed the same

Safety

Norm proposed a decrease of \$100.00 making it \$150.00.

Tire disposal

Stayed the same

Other, bush hog rental

Norm proposed to increase this to \$100.00.

Landfill repairs

Stayed the same

Landfill Monitoring

Norm proposed an increase of \$2,625.00 making it \$8,000.00 to allow for increases for added testing.

Dump closure/monitoring-other

Stayed the same

Other questions/concerns

- Norm proposed \$1,500.00 for the Transfer Station Maintenance Budget under General Government Buildings. They want to put an overhead door where the cans are because every year the door gets iced to the point they cannot even open it. He will work on getting quotes for this.
- John asked if the new heater has been installed. They haven't yet. Norm will call them again to check on this.
- Norm mentioned that they need a cement pad down there. Norm is getting a quote for this so he can submit a warrant article.
- Tony mentioned that the roof over the dumpster would have to be a warrant article as well so he will need to get quotes for this as well. Norm said that the trouble with the roof would be that it would have

to be really high in order to pack it still. Tony is concerned that we are paying for weight because of the rain and snow.

- Norm mentioned that the budget doesn't show the money they take in. Sara mentioned that there is a note on the actual budget that states the budget is offset by revenue. Norm would like to ask Ruth if she can do a report of what they take in. This would be good to have at Town Meeting.

Dry hydrant update

Sara explained that we did get the approved wetlands PBN and the trees have been cut. Tony mentioned that him and Bubba ordered the pipes and they have been delivered. They are just waiting for a date from Pike.

Mike Ethier

Sara explained that we are still waiting for the attorney to let us know what she thinks our next step should be. Sara will let the Select Board know when she hears back.

Police Chief

The Potential Police Chief is on the agenda for the October 22, 2019 Police Standards and Training meeting. We will get a letter with the outcome and if all goes well we can swear him in on November 5, 2019 at the Select Board Meeting.

Meeting about Atwell/Orange Brook

Sara reminded the Select Board that they have a meeting next Tuesday at 4:15pm with DES, Army Corps, Fish and Game and the Senator to see what can be done about cleaning out Atwell/Orange Brook.

Having no other business to conduct, John motioned to adjourn at 6:53pm, Tony 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant