

Town of Groton  
Select Board Work Session Minutes  
May 5, 2020

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

**John called the meeting to order at 6:00pm.**

**John motioned to go into non-public session pursuant to RSA 91-A:3 II (a and b) at 6:00pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to return to public session at 6:23pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to seal the non-public minutes, Tony 2<sup>nd</sup>, so voted.**

***Meeting with Gary Easson***

Sara let the Select Board know that Gary emailed and stated that he had to reschedule until the next meeting.

***Joint Loss Safety Meeting***

The Select Board needs to set up a date/time to do the Joint Loss Safety inspection meetings at the Park, The Transfer Station, The Highway Department and the Town House. May 19<sup>th</sup> at 5pm. We will start with the Park and see what we can get done. Sara will let Bubba and Norm know.

***Virtual workshop on code enforcement***

Sara explained that there is a virtual workshop on code enforcement that she signed up for. It is Friday, May 8<sup>th</sup> at 9:00am. It was \$65.00 but we could all meet together to do it if that works best for everyone. Who will be able to attend? Also, Sara is off on Friday so this means she will come in on her day off to do this. The Select Board is okay with this. Sara will ask Bubba to attend. Sara will see if it is full and if not will sign John up.

***Meeting with Roger Thompson***

The Select Board asked to meet with Roger regarding the Fire Chief position. The Select Board explained to Roger that the Fire Chief position is a position that does not entail a lot of duties within the Town. The Town of Groton contracts services with both Hebron and Rumney to cover fire services in the Town. Due to these reasons, the Select Board has decided that is not cost effective for the Town to pay a stipend for this position and they have decided effective immediately to eliminate the position as the Groton Fire Chief. Any duties that were done by the Fire Chief will be done by the Hebron and Rumney Fire Chiefs moving forward.

The Select Board mentioned that since he is still the Warden that he doesn't need to return the radios and all Town Fire Equipment since he will need it as Warden.

Roger will receive a final payment from the Town which will be a check in the amount of \$250.00 to cover the first stipend payment he would have received in July.

Roger gave Sara some papers to make copies of for the Fire Warden. Sara will make copies tomorrow and will call him when they are ready to be picked up.

***Meeting with Bubba***

Bubba met with the Select Board to discuss the following items:

- **Truck Chassis invoice:** We received the invoice for the Truck Chassis which is for the \$62,217.00 as discussed. The Select Board would need to sign this and we would need to send the check. The Select Board would like to look into it further. **John motioned to sign the truck Chassis invoice, Tony 2<sup>nd</sup>, so voted.**

- On call agreement: Mike Vignale sent over his on-call agreement. **John motioned to sign the on-call agreement with Mike Vignale, Tony 2<sup>nd</sup>, so voted.**
- Edgar Albert Road culvert: Bubba met with Mike V about the culvert on Edgar Albert Road. Mike said it would be about \$6,400 for the engineering on this. Bubba is thinking the cost for the work will be \$5,000 for the pipe and \$5,000 for the installment. We will have to use the stones on the head wall. Mike would handle this and all permitting. **John motioned to sign the engineering agreement with Mike Vignale for the Edgar Albert Culvert, Tony 2<sup>nd</sup>, so voted.**
- Sculptured Rocks Road Culvert site visit: On Thursday, April 30, 2020 Mike Vignale and Bubba met and opened the bids for the Sculptured Rocks Culvert Project. There were nine bids received and the bids ranged from \$473,102.00 to \$1,006,723.00. The lowest bid was from Kirk Feroff and Sons Excavating, LLC. Mike Vignale has reached out to them to ask for experience and references on this specific type of work. We will submit the advancement when we receive a contract.
- Diesel Grant/backhoe: We found out that in order to get this grant we would have to scrap the old backhoe (page 5 item 9) and we cannot do the USDA grant at the same time. Should we not move forward with this and just try for the USDA grant. **John motioned to not move forward with the diesel grant so we can keep the backhoe and apply for the USDA grant, Tony 2<sup>nd</sup>, so voted.**
- Building grant update: USDA sent an email for items that we still need in order to move forward with the grant/application process which are the following:
  - For USDA-RD Architect, Tracy Montminy:
    1. For USDA RD funding, technical services (architect/engineer) are required per 1942.18 (b).
    2. Provide a technical services contract for review.
    3. Provide a Preliminary Architectural Feasibility Report for review in this application phase (See Guide 6 attached for reference).
    4. Schematic drawings and an associated cost estimate will need to be developed in order to be included in the Preliminary Architectural Feasibility Report.
    5. Per the 424C - How was the \$760,000 building cost figure arrived at?
    6. Per the 424C - How was the \$100,000 sitework cost arrived at?

Note: If funded, stamped and signed constructible drawing and specs will be required for public bidding.
  - For USDA-RD Community Program Specialist, Mark Koprowski:
    1. Environmental Report
    2. Inter-Governmental Review
    3. Certificate of Organization

Sara forwarded this email to Stacy at Turnstone for review and to let us know if she can do these things and if so, how much it would cost. Sara had also reached out about the Environmental report to see how long it is good for. It is valid for 180 days.

USDA has allowed us 2-3 weeks to get the information and Sara is working on it but wanted to let the Select Board know of this and see what they want to do about any costs that may come up due to this. The Select board all agreed that it will cost too much to even apply for the grant and this is happening too fast so we shouldn't move forward with the grant. They feel the town wouldn't be happy for us to spend more money on an architect or engineer without knowing if we will get the grant since we have already spent money on an engineer/architect in the past that they were not happy about. Also, most grants you have to have the work done in two years and there is still so much up in the air about this so we probably won't be ready for this to be done in two years.

It was agreed that once COVID-19 is done or more things open up, we need to have another building committee meeting. Someone other than Bubba should head this up since this is building for the Highway Department and it should be someone who is unbiased. It was agreed the building should be

back in the same spot that Turnstone had it. Sara and Bubba will reach back out about the Morton Building.

**John motioned to not move forward with the USDA building grant at this time due to the costs associated with it, Tony 2<sup>nd</sup>, so voted.**

- Bubba had a hard time ordering salt last year so he ordered another load of salt this year. When he dumped it, the building had an old crack and the weight of the salt made the building lean. Bubba tried to fix it. He also had Jeremy come down and fix it with concrete. They had to order so much concrete and it only took some to fix this so they used the rest for a slab. This will come out of the Town Garage building maintenance line. We didn't lose the building but it was close.
- Bubba raked the parking lot at the Town House this weekend.
- Bubba bought plumbing supplies so they now have a spicket inside and outside.
- Bubba will be digging test holes for the Sculptured Rocks Road project. He will be meeting with Mike Vignale to do so.
- Bubba is getting info on crack filling and sealing but he is finding that we shouldn't do it where they are paving but there are other areas that we need to do. Bubba is getting prices on this.
- Bubba said he will need to do some work on North Fletcher and Old Rumney Roads this year.

**Having no other business to conduct, John motioned to adjourn at 6:59pm, Ron 2<sup>nd</sup>, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant