

Town of Groton
Select Board Work Session Minutes
June 16, 2020

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

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

Meeting at Dave Leone's Campground

Dave Leone invited the Select Board, the Road Agent and the Police Chief to his property to get a tour of his Buck 'N Horse campground in case it is ever needed to be used in the event of an emergency. He has 34 sites and 16 have hook ups. There is a bath house with three bathrooms. There is an outdoor cooking area. The water is tested once a month. There are trails for the horses. Tony asked how wide the trails were to make sure that the rescue ATV could fit through and it can for most trails. Dave mentioned that they usually carry a first aid kit with them, discuss what to do in the event of an emergency, etc.

Letter from Deb Johnson

This was tabled from the last meeting. Deb Johnson sent a letter on behalf of the Planning Board in response to the letter the Select Board sent dated April 9, 2020. The letter was sent certified to her address. The letter from the Planning board states the only address that mail for the Planning Board should be sent to is the 754 North Groton Road and to send correspondence to a private postal box opens the Town and Select Board to harassment allegations, particularly when the letter followed a phone call from a Selectman. The letter was sent to the Planning Board Chairs address to make sure that the Planning Board would get it since the offices were closed and that it would be signed for to show it was received, no intentions of harassment were involved.

The letter from the Planning Board responded to the inquiries regarding the situation with Ms. Dow and she explained that the request was timely satisfied and included a copy of a letter sent to Ms. Dow.

The letter also addressed the points in the letter regarding the minutes which were:

- A draft of the minutes should be made available within 5 days of the meeting.
- The draft should be sent to the Select Board office so that they can be put in the minute's binder for review by the public.
- The minutes should be approved at the next meeting.
- The approved minutes should be sent to the Select Board office so that these final approved minutes can replace the draft minutes in the minute binder and be placed online.

The Planning Board states that the minutes were available in the Planning Board locked cabinet and were available upon request. The letter states that the minutes do not need to be typed or posted on the Town website and said there is no requirement for minutes to be approved. The letter stated that the PB Chair discussed stepping away from the SB recommended process several years ago with the AA. It was stated that at this time it was discussed that the PB Chair would retain the draft and final minutes and only published on the web when and if they were typed up. The letter said the PB invited the Town Clerk to comment on how she would prefer to handle the minutes. The letter also stated that the PB Chair had requested a minute taker/typist be hired. It is a job that many towns require the Clerks assistant to do.

The Planning Board invites discussion with the Select Board regarding the minutes and hiring of a minute taker/typist. The Planning Board has a Secretary now and they can follow the SB preferred process.

The Select Board wanted to be sure about if the minutes have to be approved or if it is just a Town policy before they set up a meeting. Sara will look into this.

Conservation Commission Meeting Request

The Conservation Commission requested to set up a meeting with the Selectmen and Bubba to discuss the bridge to the Pond. They would like this to be done in a work session. Sara will reach out to them to see if Tuesday, July 7th at 6:00pm will work.

Culvert at 1195 North Groton Road

The Town of Groton received an email from the residents at 1195 North Groton Road stating that when North Groton Road went through construction the first time where the road was ripped up and dug down both of their culverts were removed and only one was replaced. Now the garage is landlocked. They need this issue addressed immediately. They will pay for the culvert but they need the town to put it in so that they can use the garage again. They were never formally notified that one culvert would be replaced and there are others during the construction process that had two culverts replaced and as it were the person was a selectman at the time. They are in the process of cleaning out their home and garage but are unable to because it is landlocked. They cannot sell our property with a landlocked garage. If they do not have this issue resolved in the next few weeks, they will be retaining a lawyer to sue the town. They provided a deadline Friday 6/19/20.

In the meantime, this brings up a few concerns. The property also has what was supposed to be a "storage/seasonal camp" on it which has a driveway. If we replace this culvert, which should have been done back then, there will be three driveways on the property. RSA 236:13, IV, (b) Driveways and Other Accesses to the Public Way states that no construction permit shall allow more than 2 driveways, entrances, exits or approaches from any one highway to any one parcel of land unless the frontage along that highway exceeds 500 feet. This would make the third. However, there was never a driveway permit submitted for the "storage/seasonal camp". Also, Steve Santoro lives in this "storage/seasonal camp" year-round so it is not a seasonal camp as it was outlined on the building permit.

The Select Board agreed to put the culvert in for the garage but we need to address the third driveway issue. We will draft an email stating that we will fix culvert but cannot use the third driveway that never had a driveway permit. Sara will reach out to the attorney for advice on the concerns for this property.

Update on Town House items

- Sara reached back out to Laconia Refrigeration/HVAC. They are the ones that came out before and gave the quote on fixing the duct work/AC. They will be submitting a quote for mini splits.
- Sara contacted Granite State Glass and they came out and looked at the window. They provided a quote for \$170.00. Also, Pemi Glass provided a quote for \$160.00. Sara will check into if Primex will cover this. If so, we will go through them. If not, the Select Board agreed to move forward with Pemi Glass to get this replaced.
- Sara looked up the heaters in the meeting room. They are MOI Monitor 2400. They run for \$1,740.00 brand new and used ones are on let go and other sites for \$650.00. It was agreed to put these out for bid with a starting bid of \$200.00.
- Sara talked to Venture printing, the ones who did the vinyl on the truck, they will be putting a quote together on the vinyl for the police sign. For the sign in front it will be \$64.50 for the vinyl.

We can get one to match the Police Door for \$18.50 which would total \$83.00. The Select Board agreed we should move forward with this.

- Two companies have already come out to look at the siding, window sills, roof over back porch and the trex decking. They will be putting together four separate quotes for this. The concern one contractor made was that Trex decking is slippery and wouldn't be good in winter. Bubba will talk to Charlie to see what other options he recommends.
- We found someone to remove the fuel tank.
- Sara got Hornet Spray for the fuel tank. Norm sprayed this.
- Bubba, Fred and Norm removed the book shelves and painted the room.
- John tilled the grass and seed has been put down.
- Bubba will be looking at the back door.
- We need to look at the motion light that is broken but it will need to be moved if the roof is put there so we will wait on this.

MIT Meeting

The Select Board agreed that now that the "under 10 people in a gathering" is no longer in effect, we should look at scheduling the meeting for the Planning Board, Zoning Board and Select Board regarding a site visit for MIT's proposed building. Sara will reach out and see if everyone can meet on July 21st at 5:00pm.

Meeting with Bubba

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

- Sara and Bubba provided the Select Board with an update on the building grant/plans. Will Davis from Horizon Engineering is getting ahold of USDA to see exactly what they need and then will be setting up a conference call with us. Horizon's will cost around \$5000.00 to do the Environmental Review and Application. **John motioned to move forward with Horizons and ask them if they know of another architect that Jamie could send plans to, Tony 2nd so voted.**
- Mike Vignale sent an email that in their comments NHDES is asking for a slightly wider spans based on Stream Crossing Regulations. We have now two 10' spans and a 14' span. NHDES didn't say what they would accept but to keep it simple, Mike asked for pricing assuming all the culverts would be 2' wider (two 12' spans and one 16' span) which he is sure will be acceptable. He asked the contractor to price out the wider spans and he did so as indicated below. Based on their response, this change would add \$40,802.00 to their contract, which seems fair. This also seems to fit within our budget and still leaves us a little under \$50k contingency. We may be able to push back on NHDES (not sure if we'll be successful) but that will take time and it's hard to argue a larger span wouldn't be better. He wanted us to run this by the Selectmen and get back to him. The Select Board is okay with moving forward with the larger span. **John motioned to move forward with the larger culverts, Tony 2nd, so voted.**
- Mike Vignale submitted preliminary plans for the Sculptured Rocks Road project so the Select Board can have an idea where this stands. The Select Board reviewed the plans and they are good with him moving forward with the bid. Sara will email him to let him know.
- Bubba got crack filling bids for North Groton Road. Freshcoat gave a quote of \$4,200 for a day but it didn't say how many feet. Cameron Sealcoating was by the foot which is \$0.75 a foot. The quote had 3,184 feet but that was before and Bubba said there is about 1600 feet more. For this amount it would be around \$3,600.00. There is money left in the North Groton Road project to cover this. **John motioned to go with Cameron Sealcoating, Tony 2nd, so voted.**
- Province Road is coming along nicely. Bubba thinks they are about $\frac{3}{4}$ of the way done.

- Dave Leone did ditching on North Fletcher road. He will be doing a culvert and will be adding more material to add a crown to the road. There is other work that will need to be done next year.
- Charlie has started on the demolition of the old Library/Town House.
- Dave Leone will be starting Old Rumney Road.
- There was a little bit of an issue with residents complaining about how fast the truckers carrying material for Province Road were driving so Bubba and the Chief went out to talk to them.

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

Respectfully submitted,

Sara Smith
Administrative Assistant