

Town of Groton  
Select Board Work Session Minutes  
September 15, 2020

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

**John called the meeting to order at 5:30pm.**

**John motioned to go into non-public session pursuant to RSA 91-A:3 II (c) at 5:30pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to return to public session at 5:45pm, Tony 2<sup>nd</sup>, so voted.**

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

***Memos on Budget & Warrant***

Sara created the memos regarding the budget deadline of October 1, 2020 and the warrant deadline of December 31, 2020. Sara sent each department the memos along with their 2020 budget, 2020 YTD spent so far and a spot for their 2021 budget recommendations.

***Schedule for Budget meetings***

Sara created a meeting schedule for each department to meet with the Select Board. The Select Board is okay with these dates with the exception of the November 3<sup>rd</sup> meetings. November 3<sup>rd</sup> is the elections so the Select Board agreed not to meet that day and to have the meetings in November on the 10<sup>th</sup> and 17<sup>th</sup>. Sara will send out the meeting dates to each department.

***Things to look into for the Budget***

- Sara will look into the process for closing the Fire and Equipment Capital Reserve fund.
- Sara will see if we can move some money out of the Perambulation Non-Capital Reserve Fund or if we would have to close it to move the money.
- We need to put some money back into Disaster Relief Capital Reserve Fund. The projects get completed and we get the money from FEMA/HSEM much faster for work that is already completed and it is beneficial for the Town to be able to do the work right away.

***Email on junkyard concern***

Ken Knowlton had done another inspection of the junkyard concern property in August. Back in June Sara had talked to a Laurel about the Town's concerns and had sent the junkyard inspection report that was done then. Ken recommended after the inspection in August that he, the Select Board and DES do an inspection together.

On September 2, 2020 Sara emailed DES and explained that in June we had talked about a property with some concerns that we felt DES should look into. The Town had followed the protocol and sent him a letter with the original inspection report that we sent to DES back in June. We waited the 30 days and in August did another inspection. Sara explained to DES that the issues still remain and she attached the updated inspection report. Sara explained that the Town and our inspector, Ken Knowlton from MRI, are requesting that someone from DES come out to do an inspection with Ken and the Town. Laurel from DES replied with "*I would like to discuss this further. At this time our Bureau and NHDES are limiting inspections due to the pandemic. We can set up a time for a call at your convenience. I am unavailable today due to a workshop/training I will be giving on the topic for UVLSRPC, but am available Friday or next week. I encourage you to attend the training if you are available, and not already signed up! Here is a link:*

<https://www.des.nh.gov/organization/divisions/waste/swrtas/workshop.htm>."

Sara did not set this call yet as she didn't know if the Select Board would want to be a part of this and Ken Knowlton. The Select Board would like to be a part of the call and they would like Ken to be as well. Sara will reach out to DES to schedule this and will let the Select Board know when the call will be.

#### ***Emails about Zoom***

The Zoning Board emailed and wanted the Select Board to know that MIT requested ZOOM meetings going forward. The Planning Board emailed that they agreed but right now do not have the necessary access and they would need an internet connection and phone line as well as some equipment.

The Planning Board is asking the Select Board to provide these tools for the downstairs meeting room as soon as possible. They need these to not only host zoom meetings but to hold its NH Municipal Association webinar that we ordered relating to 674:41 and 231-81-a. They said if the lines have already been run and are live, please provide a phone-set and computer with large screen. Otherwise, if there is no internet access or phone line, they will include these and the appropriate equipment in the PB 2021 budget.

The Select Board asked Sara to contact Dave to see what it would cost for a new monitor for the library computer. It was also agreed that the Zoning Board or Planning Board could always use Sara or Ruth's phone on the night of the zoom meetings. Sara will email the Zoning Board and Planning Board to let them know what the Select Board discussed.

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

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

- Sculptured Rocks Road Culverts are all done other than the guardrails. These won't be done until we are done paving that road.
- Sculptured Rocks Road project is in progress. Bubba has a meeting tomorrow at 8am with Mike L and Mike V about this project. Also, there have been some complaints about the dust so they put calcium down to control the dust.
- The last of the October 2017 storm repair work is the paving on that section of Sculptured Rocks Road which is scheduled to be done the last week in September.
- The new truck should be done tomorrow and they will pick it up next week.
- The Backhoe and 6wheeler had oil changes and were serviced.
- They are still waiting for the permit on Edgar Albert Road. The last email about this said hopefully the end of this week. Mike Ethier is ready to do the work.

**Having no other business to conduct, John motioned to adjourn at 6:50pm, Ron 2nd, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant