

Town of Groton
Select Board Work Session Minutes
October 6, 2020

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

Budget Meetings

Moderator Budget

Tony Tavares attended to discuss the moderator budget. There are less elections in 2021, only the Town elections, so there is a decrease for every line.

Moderator Salary

The Moderator recommended a decrease of \$480.00 making it \$160.00.

Workshops/training

The Moderator recommended a decrease of \$50.00 making it \$50.00.

Mileage

The Moderator recommended a decrease of \$74.00 making it \$1.00.

Ballot Clerks/Counters

The Moderator recommended a decrease of \$1,435.00 making it \$600.

Assistant Moderator

Stayed the same

Other Concerns:

- Tony mentioned the election is November 3, 2020 so the Saturday before they will set up for this.
- The Secretary of State wanted to know if the Town needed any additional equipment. The Select Board and Tony agreed that we have more than we need.
- Tony Albert asked Tony Tavares if he thinks we could do a warrant article to change the elections from 8:00am to 7:00pm to 11:00am to 7:00pm. They agreed that this could be done. We will submit a warrant article to see if the Town will vote to do so.

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

Library Trustees Budget

Library Trustees didn't feel there was a need to meet since everything is staying the same.

Wages

Stayed the same

Library expenses

Stayed the same

Other Concerns:

The Select Board discussed that the library trustees originally wanted to do away with the computer in the library. It was explained that the Zoning Board or Planning Board may need it for Zoom Meetings if that is okay with the library.

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

Cemetery Budget

The Cemetery trustees didn't attend the meeting because of other obligations and will be on the agenda for the October 20th Select Board meeting to discuss some cemetery items. would be happy to have a follow up meeting if there are any questions.

Repairs & Maintenance

Stayed the same

Wages

Stayed the same

Supplies

The Cemetery Trustees recommended a decrease of \$150.00 making it \$100.00.

Mileage

Stayed the same

Fuel

Stayed the same

Advertising

Stayed the same

Site Work- River Rd Cemetery

The Cemetery Trustees recommended a decrease of \$500.00 making it \$500.00. They may need to revise this as they are waiting on a quote for site work.

Other Concerns:

None

The Select Board was okay with the Cemetery budget as it is.

Treasurer Budget

Pam Hamel attended to discuss the Treasurer's budget.

Stipend

Stayed the same

Deputy

Stayed the same

Mileage

Stayed the same

Supplies

It was agreed to keep this the same.

Other Concerns:

- Pam introduced Deb Lindsey who is the Deputy Treasurer.
- Pam mentioned if the vendor has net 30 for payments that we should take advantage of this and wait the few weeks to pay the bill. Pam stated that the Town has always been that we pay the bill right when it is received. Pam thinks if we can keep the money in the bank longer than we should take advantage of that. This will also allow us to not have to transfer the money from NH PDIP right away. The Select Board said they will discuss this.

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

Supervisors of the Checklist Budget

Pam Hamel attended to discuss the Supervisors budget. She explained that there is only the Town elections and Town meeting in 2021 so that is why there is a decrease this year. There are other times that the Supervisors have to meet for other items. There could be a ten-year purge in 2021 for anyone who hadn't voted so they would have to meet and send letters and determine if anyone has to come off of the checklist.

Town Elections

Stayed the same

Town Meeting

Stayed the same

Wages: State Primary

The Supervisors proposed a decrease to \$0.00 as there are no primaries in 2021.

Special Election Primary

The Supervisors proposed a decrease to \$0.00 as there are no primaries in 2021.

Wages: November elections

The Supervisors proposed a decrease to \$0.00 as there are no presidential elections in 2021.

Pre/Post Election Meetings

The Supervisors proposed a decrease of \$330.00 to make this \$330.00 because there are less elections in 2021.

Training

Stayed the same

Mileage

Stayed the same

Supplies

Stayed the same

Advertising

It is not a state requirement anymore to advertise so this was removed in the past.

Other

- Pam mentioned that the election that is coming up is going to be very busy, busier than the primary. She felt the Primary went smoothly. She wanted to ask if they are planning on being at the table with information on the Public Works Building and if so, she was going to ask that they don't do it to allow more room and keep people flowing through smoothly. In 2016 they did a lot of registering to vote and has concerns with it being busy and having any additional distractions or things taking up space. They would like to use that table for the registrations for more room.
- Tony Albert mentioned that he asked Tony Tavares if he thinks we could do a warrant article to change the elections from 8:00am to 7:00pm to 11:00am to 7:00pm. They agreed that this could be done so they will submit a warrant article to see if the Town will vote to do so since it is a long day for everyone and Hebron does the shorter hours and it seems to work for them. Pam said she thought that it was a town vote that changed it to the longer hours. Pam said that the dead time is actually from 11:00am-2:00pm and 50% of who voted did so before 11am but they can see how the Town votes.

Conservation Commission Budget

Slim Spafford attended to discuss the Conservation Commission budget.

Conservation

Stayed the same

Workshops/Seminars

Stayed the same

Postage/Supplies

Stayed the same

Mileage

Stayed the same

Other/fishing derby

Stayed the same.

Other Concerns:

It was discussed to do a warrant article for the bridge.

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

Right of Way letters- Wood piles, vehicles, etc.

The original letters were sent on 9/2/20. It appears that 1061 North Groton Road has been trying to keep their cars out of the way but the dumpster is still in the right of way. However, 1361 North Groton Road and 1054 North Groton Road have not made any changes and appear to keep adding to the piles or parking in the Road. Sara drafted second notices to send to them. Also, Bubba asked for a letter to be sent to 47 Sculptured Rocks Road as they are always parking in the road. **John motioned to sign all right of way letters, Tony 2nd, so voted.**

Concern about logging on North Groton Road

A concerned resident came to the Town House today and came back in tonight during the work session with concerns regarding the logging on North Groton Road. The loggers are crossing the brook with no culvert or anything and it is doing a number to the brook. The resident is concerned that there is hydraulic oil in the water and in the pool of water near the new dry hydrant. When the resident came to the office earlier today, Sara contacted Tony Albert since he works for the Fire Department and is the Health Officer and he went out

to look at it. He said there was a lot of mud from this but he didn't see any evidence of oil. He also talked to Jay Matthews about the concerns. The resident was not happy with this as he believes there is oil there. He said he has contacted DES and EPA to look into this. Tony said he will go back out tomorrow with absorbent pads and check again for oil and if any is found he will contact DES and EPA as well. Sara will also reach out to the State Forester to see if someone can come out to look into these concerns as there were two other residents that contacted the Town with concerns as well.

Zoom meeting info from Dave Switaj

Dave Switaj sent Sara information on getting a new monitor for zoom meetings using the computer that is currently in the old library. He said a new monitor with the camera built in is around \$450.00 but he suggested using a web cam. He said the web cam is only \$45 and works with any computer. It comes with a microphone and he believes that desk has speakers either on the monitor or the desk.

The Select Board wants Dave to order the web cam and asked that he set it up to make sure zoom meetings will work there. Sara also ordered a new phone for her office as the other one wasn't clear and having issues. The one she ordered came with two handsets and charges so on the days of zoom meetings she can plug one in downstairs.

Deadline list for budget/warrant/Town Meeting

Sara went over the list of deadlines for budget/warrant/Town Meeting with the Select Board. They are okay with the list. We will have to have a Public Hearing on the bond and the Public Hearing on the budget. The Select Board agreed that since they are related, they can be on the same night.

Heaters in the meeting room

We posted the heaters in the Town meeting room and never received any bids. The Select Board said it is expensive to post these and instead of posting it again in the paper we can put them out to see if there is an interest at around \$100.00 each. Sara will ask the Highway Department to put them out.

October 2020 Municipal Aid

Sara explained that the Town received a check for the October 2020 Municipal Aid. This is similar to what we got last year that the State explained we would get another one this year is for aid to cities and towns and is part of the state's biennial budget that was passed. Sara is looking into what we can do with this money as it is different than last year. She believes it will need to be used to reduce the taxes and cannot be used towards purchases because it wasn't on the budget. Last years was unanticipated which is why we would use it towards other items.

Message from Roger

Roger received the letter and left a message on the office machine stating that he never received anything from Hebron regarding illegal fire. He said the time for Jeremy and Bill he has no idea how much time and until he gets something, he will submit a report. Tony said that we should email Steve Sherman back and explain what this message said and ask him to reach out to Roger to get the hours and information needed. Also, Tony asked Sara to see who this will affect the Town getting the 50% reimbursement.

Junkyard Concern

Chief Coursey and Tony met with the owner of the junkyard with the concern on Bailey Hill Road. He has done a lot of clean up and let Chief Coursey and Tony walk around. There were no spills to be seen, there were no cars stacked up anymore and there were no fire concerns/hazards. The only concern Chief had was batteries left in the cars so the owner said he would take the batteries out of the cars to avoid a fire. Tony would like to have the Junkyard Dog do another inspection so we can renew his license if he is in compliance. Tony said to

have the junkyard dog call his business line to set this up. Tony said the owner admitted he let it get away from him and he was very cooperative. Sara will contact Ken to have him reach out to the owner to set up an inspection.

16 Halls Brook Road

There still hasn't been any clean-up of this property. Two letters have been sent regarding this. The Select Board asked Sara sent a third and final notice letter. If nothing is done after that letter, we will have to reach out to the attorney on how to proceed.

Next meeting on building- 11/17/20

The Select Board agreed that the next informational meeting on the building will be Tuesday, November 17, 2020 at the beginning of the Select Board meeting. Sara had reached out and got the numbers for the three bays, and then the three bay and four bays with the offices in the back. The Select Board and Bubba all feel that a three bay is not feasible, it would need to be a four bay and think the offices in the back would work.

Sara will reach back out to the architect and ask for the actual total for everything for the four bays with the offices in the back. She will also ask them to redo the plans with the offices in the back for the next meeting.

Sara can create a similar flyer as last time and they can be handed out at elections on 11/3/20 and will be put online, on Groton NH Facebook page, on the bulletin board at the Transfer Station and Town House. The Select Board would like more information on the flyer this time. Once we get the actual total, the Select Board would like this to be put on the flyer along with the amounts from the Perambulation and Fire CRF and the grant for \$250,000.00 to show the approximate costs. Sara will also reach back out to bond bank to get bond payments on the new costs.

Meeting with Bubba

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

- Sculptured Rocks Road project- Mike Latulippe provided a schedule for the road work which is as follows:
 - October 5-9: Complete culvert installations. Begin underdrain piping near Hardy Country Road.
 - October 12-16: Remove reclaim asphalt, add gravel, replace reclaim STA. 51+50-59+00. Remove reclaim asphalt, add gravel, replace reclaim STA. 19+00-34+00 as needed. Complete underdrain installation.
 - October 18-23: Complete gravel work to STA. 34+00 build stone lined ditches.
 - October 26-30: Fine grade road, install base course asphalt paving. Install shoulder gravel.
- Sara noticed that the Highway Department didn't have their own page on the website so she created one for Highway items. She has added the new truck, the road closings for Sculptured Rocks Road and the building plans.
- The Edgar Albert Road culvert is done. Tony said he went and looked at it and said they did a really good job. The head walls look great. Bubba wanted to thank Mike Ethier for the work that he did.
- The final paving on Sculptured Rocks Road from the October 2017 storm is finished. They will be coming back to do the rest of the shoulder gravel. Fred and Norm did the driveways that were on that section.
- The new truck has arrived and the vinyl lettering was done yesterday. Bubba is very happy with the truck. Bubba mentioned that we have another \$5,000-\$7,000 to spend for the grant. It needs a grate in the back. Also, Hebron has a sprayer that has a mixing valve, motor and controller so we can put water or calcium chloride down on the roads with this. This is something we need and should be covered with the grant. Sara and Bubba will send Mark at USDA an email about what we have spent so far and what we are still working on.
- All of the Town trucks have been undercoated.

- Bubba said that he feels bad that the building committee wasn't able to be that involved in the changes because we had to move fast with the USDA grant and with COVID made it hard. Bubba may try to have a meeting with them before the next informational meeting and let them know it wasn't to keep them out but it was the circumstances.
- Bubba mentioned that they are making the dump bigger. They are using the material from the road project.
- Bubba will not be around this Thursday and Friday but Fred will be around if anything happens.

Meeting with Chief

The Police Chief met with the Select Board regarding the radar sign. He received three quotes but feels the one from "Radarsign" is the most durable and best for the money. For two signs with brackets it will be around \$6950.00. These are the most durable and strongest to protect against vandalism. He is way under budget this year so he would like to get these this year. The Select Board is okay with the Chief ordering these. Chief will bring Sara the three quotes to keep on file. Sara will see if Primex would cover any damage to these in the event anything should happen.

Bubba mentioned that Chief should do the undercoat the cruiser like they did the Highway Trucks. He will look into it and has room in his budget for this. Sara will give him the information from who Bubba used.

Having no other business to conduct, John motioned to adjourn at 6:52pm, Ron 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant