

TOWN OF GROTON  
SELECT BOARD MEETING  
May 5, 2020

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

**Audience Members Present**

John called the meeting to order at 7:00pm.

**MINUTE APPROVAL**

**John motioned to approve the Work Session Meeting minutes of April 21, 2020 as written, Ron 2nd, so voted. John motioned to approve the Non-Public Work Session Meeting minutes of April 21, 2020 as written, Tony 2nd, so voted.**

**John motioned to approve the Select Board Meeting minutes of April 21, 2020 as written, Ron 2nd, so voted.**

**OLD BUSINESS:**

*Transfer Station Sticker update- email from Police Chief*

Chief Bagan had reached out to the DMV regarding the placement of the Transfer Station sticker. He couldn't find anything in the RSA. They sent their rules and there still is not any clear answer but since it is a local government it seems that it is okay where it is placed. However, the Select Board agreed that so that it doesn't cause any confusion or get removed by a mechanic, going forward the sticker should be in the upper left corner. Some residents may need to get a new sticker from Ruth. Sara will update the policy and the website and have this ready for the next meeting. **John motioned to change the transfer station sticker policy to reflect the location of the upper left corner, Tony 2<sup>nd</sup>, so voted.**

**NEW BUSINESS:**

*Sculptured Rocks Road Project Bids*

The Town of Groton advertised in the newspaper and online to solicit bids for the Sculptured Rocks Road project. There was a site visit on April 27, 2020. The bid submissions were due by Monday, May 4th at 4:00pm. Finish coat for the FEMA for the work done last year.

The Town of Groton received two bids, one bid from Bryant Paving for \$70,502.00 and one bid from GMI Asphalt for \$94,784.75. **John motioned to table the proposals from Bryant Paving and GMI until the next Select Board meeting to allow time to review them, Tony 2nd, so voted.**

*North Groton Road Project Bids*

The Town of Groton advertised in the newspaper and online to solicit bids for the North Groton Road project. There was a site visit on April 27, 2020. The bid submissions were due by Monday, May 4th at 4:00pm. From Halls Brook to about 1214 North Groton Road.

The Town of Groton received one bid from Bryant Paving for \$55,713.00 and GMI Asphalt with a bid of \$59,711.64. **John motioned to award the North Groton Road Project to Bryant Paving and to come in and sign the contract when it is ready so they can start the scheduling process, Tony 2nd, so voted.**

Bubba would like to add another half inch making it 1.5 inches of asphalt to this since the bids are so low and we budgeted \$100,000.00 and cover the first two projects or as far as we can get it.

### *Sculptured Rocks Road Culvert Project Bid info*

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. The next lowest bid was from Jeremy Hiltz- give top four. Mike Vignale has reached out to them to ask for experience and references on this specific type of work. **John motioned to table the decision of the Sculptured Rocks Road Culvert Project Bids until the references and experience is received and reviewed, Tony 2<sup>nd</sup>, so voted.**

### *Extended Stay at Home order*

The Governor extended the stay at home order to May 31, 2020. They are allowing some things to open with limitations so the Select Board needs to decide what they want to do about the Town. Sara reached out to other towns. Bristol will be deciding Thursday but may continue with what they were doing for at least two more weeks and decide at the next Select Board meeting if they want to reopen with limitations. Dorchester is currently keeping the office closed to the public for both the Town Clerk / Tax Collector and the Selectmen's Office. However, they are still open our regular hours. They just ask that people either call in advance and set up an appointment if what they need cannot be done through the mail or by email. Or they may stop and knock on the door and someone will meet them at their vehicle. Hebron is closed to the public and will meet Thursday to about this but they do not anticipate any changes with the extended stay at home order. Rumney has reopened with limitations. They are staying with their normal operating hours with a few additional precautions. They have posted all operations that can be completed on-line ( car registrations, dog licensing, tax payments, etc.), they have posted limitations regarding entering the building if you have been out of NH in the past 14 days, and they limit 2 people in the lobby at a time. The Town Clerk Tax Collector has glass windows that are only opened enough to receive paperwork, and they are issued masks, gloves, hand sanitizer and wipes. The lobby is sanitized multiple times a day. The Town Administrator service window doesn't have glass, but remains closed, customers are allowed to receive assistance from the TA once the service window is partially opened and social distance is kept.

The Select Board agreed that we should keep the offices closed to the public through May 31<sup>st</sup> and keep assisting over the phone or email or online. Sara and Ruth said that they are willing to do appointments with individuals in emergency situations if needed. Sara will put a new posting on the door and update the website with the May 31<sup>st</sup> date.

The Select board agreed that the Transfer Station should open back up on Sundays to allow the three days. It is very busy trying to only be open two days. They agreed to leave it up to Norm and Richard if they want to open this Sunday or wait until next Sunday. Sara will call Norm tomorrow to discuss this.

The Select Board asked that we put this topic on the next agenda as well to make sure no other changes need to be made then and to see if we are comfortable opening up on May 31<sup>st</sup>.

### *Disposal agreement- 33 Smith Road*

Sara Smith submitted a disposal agreement for his property at 33 Smith Road. **John motioned to approve the disposal agreement for 33 Smith Road, Ron 2<sup>nd</sup>, so voted.**

### *Abatement Recommendation, Map 1 Lot 5*

Avitar sent the recommendation for the abatement for Map 1 Lot 5. Sara did the calculations, created a refund check and a notification letter for the Darren Siek Abatement based on Avitar's recommendation. It was approved to reduce the assessment from \$194,200 to \$151,300. **John motioned to sign the Abatement for Map 1 Lot 5, Tony 2<sup>nd</sup>, so voted.**

### *Avitar Mapping Contract question*

Avitar sent an email to see if the Town wants to continue with the one-year standard option since we only had two changes and one correction. Sara had emailed back to see what they suggest and what the other options are. They originally suggested the deferred or limited option which would cost less but realized there were actually three changes and we wouldn't get new maps if we did these options. The Select Board agreed that we should stay with what we originally requested so we can get updated maps to reflect the changes. **John motioned to stay with the one-year standard contract that the Select Board originally agreed on, Ron 2<sup>nd</sup>, so voted.**

### *Report of cuts/yield certificates*

The deadline to receive report of cuts is May 15, 2020.

- The first report of cut is for Map 10 Lot 42 on Halls Brook Road for a cut of about 12 acres. The amount of the tax is \$293.00. **John motioned to sign the yield certificate for Map 10 Lot 42, Tony 2<sup>nd</sup>, so voted.**
- The second report of cut is for Map 2 Lot 48 on North Groton Road for a cut of about 100 acres. The amount of the tax is \$1,855.53. **John motioned to sign the yield certificate for Map 2 Lot 48, Tony 2<sup>nd</sup>, so voted.**

### *Asbestos testing/Invitation to bid*

All-Ways Wrecking came out on April 24, 2020 and took eight samples at the old town house/library to test for asbestos sampling. None contained asbestos. We can move forward with the invitation to bid for this project. If the Select Board is okay with moving forward, Sara created an invitation to bid which she can put in the May 14, 2020 edition of the newspaper which will have the bids due June 1, 2020 and the Select Board can open them during the June 2, 2020 Select Board meeting. The Select Board agreed these dates will work and Sara can go ahead and send this to the newspaper.

### *GHS Memorial Day event/ Use of Town Hall*

The Groton Historical Society has cancelled their annual Memorial Day event due to COVID19.

This also brings up the question if we should allow anyone to use the Town Hall right now for events like we have in the past with everything going on. The Select Board agreed that the building be closed for all events until further notice.

### *Tax Warrant*

Sara mentioned that she will be running the tax warrant the end of this week or next week as it has to be done by May 15th but will need it signed before the next meeting. **John motioned to come in and sign the tax warrant when it is ready to be signed, Tony 2<sup>nd</sup> so voted.**

### **SELECT BOARD ITEMS:**

#### *Email from Bristol Select Board*

The Groton Select Board received an email from Bristol Select Board Chair asking if the Town of Groton will support the calling of a special town meeting of SAU 4 to amend their current budget in light of tax revenues short falls expected this year. This action could help each town to minimize the impact of expected shortfalls of tax revenues we all shall face this year. If the Select Board supports this it was asked that they draft a letter making such a request. **John motioned for Sara to draft a letter in support of the SAU4 special town meeting and to come in and sign it when it is ready, Tony 2<sup>nd</sup>, so voted.**

*Building Permit- Map 2 Lot 71*

The owner submitted a building permit for an addition to the current home located on Map 2 Lot 71. This will be making it a three bedroom instead of a two bedroom. The plan is also for a yurt or small cabin which will be 600 square feet. The septic is designed for a three bedroom and the approval is on file. They submitted the release of municipal liability form. **John motioned to approve the building permit for Map 2 Lot 71, Tony 2<sup>nd</sup>, so voted.**

*Culvert Project - Easements*

Mike Vignale is working on letters for easements for the culvert projects. These will need to be signed by the Select Board when they are completed with the name and addresses. He supplied a sample for the Select Board to review. **John motioned to come in and sign the easement letters when they are ready, Tony 2<sup>nd</sup>, so voted.**

**DEPARTMENT ITEMS:**

*Town Clerk/Tax Collectors Office*

Ruth explained that NH votes is looking at absentee ballots for the next elections. There will be funding for this. Tomorrow they will be interviewing clerks and moderators.

*Highway Department*

Bubba explained there will be a lot of roadwork done this summer. The projects right now are on Sculptured Rocks Road, North Groton Road, a culvert on Edgar Albert Road along with other roads.

*Police Department*

Police Chief Bagan said that traffic is increasing with the nicer weather and Sculptured Rocks has been busier. He has also received some complaints about speeding at certain times so he has been adjusting his schedule to cover these times.

**QUESTIONS AND COMMENTS:**

*There were no questions or comments from the audience.*

**Having no other business to conduct, John motioned to adjourn at 7:51pm, Tony 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Sara Smith  
Administrative Assistant