

Town of Groton  
Select Board Work Session Minutes  
November 16, 2021

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

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

***Email on Questions about Code from SBA Towers***

Paige Young from SBA Communication, who owns and operates in the town emailed that they would like to request permission from the Town of Groton to use the 2018 International Building Codes (IBC) and referenced standard TIA-222-H for the analysis of antenna supporting structures. With the adoption of 2018 IBC, TIA-222-H became the most up to date and current code available for the design and analysis of antenna supporting structures. The TIA-222-H standard features updated wind maps and wind calculations to more closely match with ASCE 7 and the International Building Code. Allowing the use of 2018 IBC and TIA-222-H will result in a more accurate analysis method based on the most up to date data and research available. They wanted the Town to let them know if they can use IBC 2018 with TIA-222 Rev H and help the carrier expand their 5G network in our Town. This the site for which we would like to use the particular codes for site Address: Tenney Mountain, Route 3A, Groton.

Sara had sent this to Deb Johnson to see if this should be something that the Planning Board discusses and she said that she has given it thought and checked the regulations. If they intend to put an antenna up, they should appear before the Planning Board for Site Regulation review. At that time the Planning Board would review their proposal and plans and require the applicant to explain the code differences. They would decide on that proposal as they would any other and could choose to have expert consultation as well as consult with the Selectmen. SBA Towers has since emailed back to see what the process is for the site plan review so Sara sent them the link for the information on the website and let them know when the Planning Board meets.

***Forms from the Tax Collector***

Ruth sent an email with two attached forms for the Town to use regarding Tax collection. She emailed that she has written up a document that the Select Board can use for a "Deed Waiver" and for a "Payment Agreement" such as the one the Selectmen entered into in the past when they have met with residents. She knows no one is anxious to deed their property, but with this signed document and open communication between our offices she thinks we may have better success to get these paid off. If we think there should be more included then it can be added. She would keep a copy on file in the deed/lien folder for the property owners until the amount is paid. She is aware that these are discussed in a closed session as non-public meetings with the Select Board, but the payment plan should be a part of the tax payer's file and discarded only after obligation is paid off. It would be the same as any other notices that are kept in a deed folder. The Waiver can be used for any property that the Select Board deems to be a liability risk for the Town. When she notifies them of properties that will possibly go to deed, they could sign this and the deed would be delayed and the property would continue in the lien status indefinitely, or until the Select Board determines that it is no longer a risk to the Town, then it would go through the deed process. Sara explained we had something that we used for the agreements in the past but it wasn't as detailed as this form and we didn't have anything for the deed waiver that she is aware of. Sara thinks these forms look great.

The Select Board reviewed both forms and approved using these forms going forward. **John motioned to accept the Deed Waiver and Payment agreement forms from the Tax Collector and to use these forms moving forward, Tony 2<sup>nd</sup>, so voted.**

**John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (c) at 6:15pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to return to public session at 6:20pm, Tony 2<sup>nd</sup>, so voted.**

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

### ***Holiday Luncheon date***

In the past, the Town has done a Holiday Luncheon for the employees. Last year it was agreed that due to COVID19 it would be better to cancel. Sara wanted to know if the Select Board wants to do the luncheon this year and if so, what date they want to do it. The Select Board agreed to do this and they would like to do it on Friday, December 10<sup>th</sup>. Sara will create the invite and send it out.

### ***Thanksgiving Baskets/Dinner***

Sara explained that we haven't had any residents reach out with donations of turkeys this year like we have in the past but we have had a few companies reach out to us. We still have the list that we have put together in the past about families in need. Melissa Haney asked me if we knew of anyone and she may be dropping off a few baskets.

Sara explained that it is on the Select Board meeting agenda but she wanted to let the Select Board know that Alison Bagley doesn't feel comfortable having the Senior Thanksgiving Dinner this year due to COVID19. She works at a school and there have been new cases every day. Sara has posted on the website and on the Groton NH Events page that there will not be a Senior Thanksgiving Dinner this year but we are hoping to resume this next year.

### ***Evaluation Memo went out***

Sara explained that she handed out the evaluation memos and made sure the deadlines and requirements were clear. She also put these in the Selectmen's folders with the evaluation forms for those that they need to do them for.

### ***Applications for Transfer Station Attendant***

Sara explained that we received those two applications and told both applicants that the position would be open for 30-60 days to allow others to apply and then interviews will start. We received these October 18, 2021 and October 27, 2021. We know that the winter is slower and Norm isn't needed for the Highway as much so we didn't know if they are holding off on filling this position or what the plan is. Sara wants to be prepared as she knows that they will probably be asking soon.

The Select Board said Sara should talk to Norm and see what he wants to do and if we should set up interviews now. They feel we should hire someone now even though Norm and Ron are available to work and we have George who helps out, because when Spring comes, we don't want to be in a situation that these people aren't available then and we can't find anyone else.

### ***Letter about junkyard concern***

The resident sent a response letter to the letter the Town sent regarding the number of unregistered vehicles and other concerns regarding his property. The resident said the last letter was the only letter he has received. We sent that one certified but all other letters went to the same address, just not

certified. He requested that all letters be emailed as back up so he gets them. He said he knows there is a lot of vehicles but he is not a junkyard and would not file for RSA 23:11-129. He said he is working out registration and title issues, he has done some scrap/part runs to Gilpatrick's and CM Whitcher which he has receipts for if the Town needs them. He is setting up a wood processor to process the wood. They are also dealing with family critical medical problems which has taken his focus away from the project. He said he will notify the Town when the property is ready for inspection, hopefully within 30 days.

The Select Board wants to continue forward with the \$50 a day but if he makes improvements in the next 30 days they will revisit. The Select Board thinks that we should send a letter in response stating this and thinks we should send both letters, the one from the resident and the response letter from the Town, to the attorney to review and get his advice before we send it. The Select Board would like Sara to respond that we appreciate the letter, the property at this time is still in violation the property will be accruing the \$50 per day but if substantial improvements are made within the next 30 days, as stated in the letter, then the Select Board will inspect the property and can revisit the charges. **John motioned to come in and sign the letter once it is approved by the attorney, Tony 2<sup>nd</sup>, so voted.**

### ***Budget Items***

Since the last meeting Sara has received the following:

- The request from Tapply Thomson Center which is under Parks & Rec: They are asking the same as last year at \$2,734 so this doesn't change the budget that was presented at the last meeting.
- The request from NHMA which is under Advertising and Dues: They are asking for \$1,104.00 which is \$22.00 more than last year. We were under last year so we still have room for this but we are still waiting for dues for NCC and NH Assessing so we may have to change this line.

After Sara plugged in all the budgets from all of the meetings so far, the total operating budget is \$815,896 which is an increase of \$24,004 from last years operating budget. This may change as we finalize everything and when we know more about fuel and utility increases but this is the first draft. We also do not have the warrant articles added to this yet as they are not due until December 30<sup>th</sup>. Sara printed a copy of the proposed budget for the Select Board. The highlighted sections are the ones we are waiting for the numbers on for 2022.

### ***Other Budget Items***

- Forester request for Town owned lands: The Forester emailed and asked if the Town had any interest in sustainable maintenance and planning for the forests owned by the Town. The Town had emailed back that we really only have two larger properties which are Map 2 Lot 123 which is 47 acres on North Groton Road and then Map 10 Lot 22 which is 50 acres on Old Rumney Road. The rest of the properties that are land only are anywhere from .5 acres to 8.5 acres. We asked for a quote and he responded with *"To perform a timber appraisal, and to write a standard NH Current Use stewardship plan (with appraisal spreadsheet, GIS maps, and 20-ish page document) will cost \$1,500 per 50-acre lot that you described. They probably each also need boundary line maintenance. That can vary widely. If the Town has not performed any maintenance within 10 years, it will take more time and will cost more. I would give a rough guess that they would cost around \$1,300-1,800 per property. After I write the plan, I will have a better idea of what the boundaries look like."* Sara will put this into the warrant article file so the Select Board can review this at that point since it is a one-time thing and isn't done every year so it would be done as a warrant article.

- The NH Lottery is requesting us to consider Keno. Every year they asked the Select Board agree not to do this as there is really no place in Groton for this to take place. This year they agreed the same.
- The American Red Cross is also requesting money, but we have opted out the last few years. It was agreed to hold off again this year.

***Meeting with Bubba***

Bubba met with the Select Board to go over the following:

- He got the furnace cleaned at the garage.
- They went out Sunday morning to salt the roads. There was about a half inch of ice on North Groton Road.
- At the mutual aid meeting, DOT said that they are short staffed so they are going to be pushing the limits on what they can do due to man power so if you are travelling a State Road then you can plow or salt if needed. Tony thinks that Rumney and Bristol are fully staffed so we should be all set.
- Bubba is looking at prices to see that it would cost to level out the land across from the Transfer Station so that we could build the salt and sand shed there before the building is built since it will be a while before this is done.

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

Respectfully submitted,

Sara Smith  
Administrative Assistant