

Town of Groton Select Board Work Session Minutes  
January 4, 2022

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

**John called the meeting to order at 4:30pm.**

***Property In Violation***

The Select Board met with the owner at the property that is in violation since 30 days have now passed. The property owner did clean up the property as he said he would and registered the vehicles. He is now in compliance. Sara will send a letter. The Select Board feels we can waive the \$50/day but charge him for the attorney fees associated with this. Sara will look into this.

**John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 4:50pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to return to public session at 5:20pm, Tony 2<sup>nd</sup>, so voted.**

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

***Meeting on FEMA Maps/Flood Insurance questions***

The Select Board met with the Road Agent Robert Ellis, a few members of the Planning Board (Deb Johnson, Kristina Madden and Dave Madden), and Slim Spafford from Conservation regarding the FEMA Maps and some Flood insurance questions.

FEMA had emailed the Town a letter and Map for the Flood insurance. Deb looked over it as the Planning Board Chair and sent the following email to the Select Board. Sara had sent all of this information to the Select Board along with the other departments for review. Everyone said they had a chance to review the materials.

The Planning Board is involved because if it is in a flood plain and they are doing a building permit or subdivision, etc. they would need to do the flood plain application as well.

During the meeting it was agreed that we should send an email asking the following:

- Have the maps changed at all over the last year? It is hard to tell if the updated maps cover the same area as the new ones? Has the flood zone changed?
- Ask if they can provide an overlay to show the differences.

Sara will email our contact at FEMA and start with the questions and will let everyone know what they come back with.

***Meeting with Bubba***

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

- Bubba provided an update on the backhoe. The backhoe lost a hose and the others didn't look great so he had all four replaced. They are still using it. They need to replace the door and roof. Sara explained we heard from Primex today and they are estimating around \$7500 so after the \$1000 deductible we will get a check for \$6500. The claim will be left open in case there is more damage than they thought.
- They have been busy with the weather and they are saying rain tomorrow.

- Bubba asked the Select Board if he should look into First Net. He uses his phone a lot for work and before he gets his own new phone he was wondering if the Town would cover it if they do First Net. Tony said he gets service with it that others don't. The Select Board agreed that Bubba should get a phone through this. They agreed to increase the phone budget line and decrease the gas line to make up for it. Sara and Bubba will work on this.

### ***Budget Items***

Sara explained that we have the list of warrant articles that was received by other departments. We will need to go over those and finalize the budget at the next meeting. The 1<sup>st</sup> Public Hearing on the budget is scheduled for February 1, 2022 at 6:00pm. They may have to schedule another work session after the next meeting and before the Public Hearing to finalize everything. Sara has created the posting for the Public Hearing and this will be posted online, on the bulletin board at the Town House and Transfer Station this week and will be in the 1/13/22 edition of the paper.

Sara had put together the budget with the information submitted so far and 2021 YTD totals so far. She highlighted the areas they were over and explained why. The Select Board looked to see what areas needed to be adjusted. The following areas were agreed on that they need to be adjusted:

- Sara will talk to Ruth about the deputy wages and Town Clerk expenses to see if she thinks these need to be adjusted
- The Select Board agreed to increase the FICA/Medicare line to \$12,500
- Sara explained that she got updated Workers Comp and Unemployment Comp amounts today with the adjustments so these lines will be decreased. Workers Comp will be \$2800 and Unemployment Comp will be \$265
- The Select Board agreed to increase the Police Telephone/Communications line to \$3,000
- The Select Board agreed to increase the Contracted Services-Hebron line to \$74,500
- The Select Board agreed to increase the Highway Telephone/Internet line to \$1,900 to pay for the First Net Phone
- Due to the increase in the phone line, the Select Board agreed to decrease the gas line to \$3,500
- The Select Board agreed to increase the Highway Street Lighting to \$1,300
- The Select Board agreed to increase the Sanitation Telephone line to \$650
- The Select Board agreed to make the Sanitation Porta Potty line \$1,800
- The Select Board agreed to make the Sanitation Recycle Costs line \$2,400

They will look at this all again to see if anything else needs to be changed once we close out 2021. We should have almost final numbers by the Select Board meeting on 1/18/22.

### ***Warrant Articles***

The Select Board started looking through the warrant articles that the departments submitted.

Sara explained that she put all submissions on the warrant article lists and the Select Board can decide what to remove, etc. Sara also explained that she heard that they will be submitting a zoning ordinance so she reserved a warrant article for this. The Select Board went over the following warrant articles before time ran out:

- Article 3 is for the operating budget. This will have to be adjusted to reflect the changes that the Select Board just made to the budget.
- Article 4 is the money to go to the Capital Reserve Funds. There was no money put in this last year so it is important that money be put into this. The Select Board agreed on the following:
  - Public Works CRF: \$100,000.00
  - Disaster Relief CRF: \$50,000.00

- Police Cruiser CRF: \$10,000.00
- Truck/Sander CRF: \$10,000.00
- Assessing Reval CRF: \$7,500.00
- Electronic Equipment and Software: \$5,000.00. The copier company said that we will probably have to replace this in the next year or two as it is hard to do the updates and get parts for the older versions. There have also been issues with it turning off and not working correctly.
- Article 5 is to see if the Town wants to raise any money for the Public Works land across from the Transfer Station. There have been different suggestions to do the site work this year. Also, there was a recommendation to do the salt/sand sheds. The Select Board agreed we should only do the site work this year and then see when this gets done and what the next step should be. It was agreed that Bubba will get a quote before the Public Hearing and we will say \$100,000.00 for this for now until we get that quote.

The Select Board ran out of time but will pick back up on these warrant articles at that next meeting on 1/18/22.

**Having no other business to conduct, John motioned to adjourn at 6:59pm, Tony 2nd, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant