

Town of Groton  
Select Board Work Session Minutes  
October 18, 2022

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

**Absent: John Rescigno**

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

***Roger***

We sent the letter to Roger regarding the radios but we have not heard from him. Tony said to send a similar letter just change the dates and have it ready for the Select Board to sign with the checks next week. He also said that we should send this one certified. **Tony motioned to come in and sign this letter when it is ready, Ron 2<sup>nd</sup>, so voted.**

***Quote for Town House work***

We are still waiting on quote from SB Custom Homes. Sara sent an email to follow up with them on 10/13/22 and is waiting for a response.

***Budget Meetings***

**Emergency Management Budget**

The Emergency Management budget didn't change so no one attended the meeting.

Supplies

Stayed the same

Workshops/Training

Stayed the same

Equipment

Stayed the same

Equipment Maintenance

Stayed the same

Mileage

Stayed the same

Wages/Stipend

Stayed the same.

The Select Board was okay with the Emergency budget as is. Tony will follow up with Bill to check on the status of the EOP. Sara mentioned that we still need to look at when we want to schedule the next emergency management meeting since the Select Board agreed at the last meeting that we should meet every six months on this.

### **Zoning Board Budget**

The Zoning Board submitted the budget but didn't think a meeting was needed since the budget doesn't have any changes from the year before.

#### Legal

Stayed the same

#### Seminars

Stayed the same

#### Postage

Stayed the same

#### Mileage

Stayed the same

#### Advertising

Stayed the same

#### Supplies

Stayed the same

The Select Board was okay with the Zoning budget as agreed upon.

### **Planning Board Budget**

Deb Johnson met with the Board to discuss the Planning Board.

#### Postage

Stayed the same

#### Advertisement

Stayed the same

#### Mileage

Stayed the same

#### Recording Fees

Stayed the same

#### Application Fees

Stayed the same

#### Dues

Stayed the same

#### Supplies

Deb proposed an increase of \$50.00 making this line \$200.00.

### Seminars/Training

Deb proposed a decrease of \$399.00 making this line \$1.00.

### Legal & Professional

Stayed the same

### Master Plan & Town Planning

Deb proposed an increase of \$500.00 making this line \$1,500.00.

### Other questions/concerns

- Deb mentioned that John wanted to do an amendment to the Zoning ordinance that states you can build a storage shed or unit as long as you build a house within two years. This will require public hearings and postage.
- They also have to change the site plan regulations due to FEMA Flood plain changes so these all require public hearings and more postage.
- Deb thought there was some postage bought but couldn't remember if it was the end of the year before. Sara said she will look into this but she believes it was the end of 2021.
- The Select Board and Deb discussed how she was coming with the changes to the building permit and guidelines. Deb will look at if the amendment will affect this and if it will she will wait to see if this amendment goes through and make the changes all together.

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

### **Transfer Station Budget**

Norm Willey met with the Board to discuss the Transfer Station budget. Norm mentioned that the budget does not reflect the revenue received from the scrap, cans, fees, etc.

### Wages

Norm proposed an increase of \$705.00 making it \$24,205.00. This is to reflect the 3% merit increase.

### Stipend

Stayed the same

### Telephone

Stayed the same

### Training & Certification

Stayed the same

### Electricity

Norm proposed an increase of \$500.00 making it \$2,500.00. This is due to an increase in rate.

### Propane

Norm proposed an increase of \$400.00 making it \$800.00. This is due to an increase in rate.

### Supplies

Norm proposed an increase of \$100.00 making it \$450.00. This is due to the cost of everything increasing.

Compactor related expenses

Stayed the same

Mileage

Stayed the same

Dues

Stayed the same

Portable Toilet

Norm proposed an increase of 140.00 making this \$2,000.00.

Transportation costs

Norm proposed an increase of \$3,000.00 making it \$58,000.00. This is due to everything increasing and the fuel surcharge.

Recycle costs

Norm proposed a decrease of \$400.00 making it \$2,000.00.

Uniforms

Stayed the same

Safety

Stayed the same

Tire disposal

Norm proposed an increase of \$50.00 making it \$600.00 due to the fuel surcharge.

Other, bush hog rental

Norm proposed an increase of \$100.00 making it \$200.00.

New line- Backhoe maintenance

Norm proposed this new line for backhoe maintenance since they are getting the old backhoe from the Highway Department when the new one comes in. He proposed putting \$2,000.00 on this line. This was proposed last year and the Select Board said we will do it next year. John emailed that he thinks this line should be \$750.00. He knows repairs are expensive but he doesn't think it will need that much work the first year they have it. If it exceeds the \$750.00, they can take the money elsewhere in the budget. Norm said that he got this number from Bubba and we have to keep in mind that it will need an oil change, gas, etc. Also, it is expensive if a line were to blow. Tony said we will leave it at \$2,000.00 but will revisit it when we have the entire budget together.

Landfill repairs

Stayed the same

Landfill Monitoring

Norm proposed a decrease of \$1,950.00 making it \$7,000.00. We believe less testing should be needed but this one is hard to predict. We increased it last year due to extra testing and due to lowering it the year before because we didn't have the additional testing but then we did have it again that year so we

were over budget. We have a lack of control over costs and when they do the extra testing. The Select Board agreed to make this \$7,000.00 so that we are safe. We will revisit this one if needed as well.

#### Dump closure/monitoring-other

Stayed the same

#### Other questions/concerns

- Norm said they will be under for wages due to being short staffed.
- Norm asked Tony how much it will cost to plug in the backhoe. Tony said it shouldn't cost that much but he isn't sure.
- Norm said that their monitor has been going out so he would like Dave Switaj to look at it. Sara will message Dave.
- Norm asked Sara to order a clock.

#### **Police**

Chief Bagan met with the Board to discuss the Police budget.

#### Police Chief Wages

Stayed the same. John had mentioned that this doesn't show an increase. Chief said that he thought the Select Board would do the 3% increase. It was explained that he should always budget for it and then it is up to the Select Board how much he gets. Sara pulled up what he currently makes and what a 3% increase would be based on that. Tony said to base this on 29 hours a week. It was agreed to increase this to \$47,000.00.

#### Full Time Police Officer

Stayed the same

#### Part Time Police Officer

Stayed the same

#### Telephone/Communications

Stayed the same

#### Dues & Subscriptions

Stayed the same

#### Equipment Repairs/Maintenance

Stayed the same

#### Office Supplies

Stayed the same

#### NH Special Ops

Stayed the same

#### Dispatch Service

Stayed the same. Chief will check to see if there are any expected increases.

Prosecutor

Stayed the same. Chief will check to see if there are any expected increases.

Vehicle Maintenance

Stayed the same. John emailed that he thinks this line should be increased to \$1,500.00. The Select Board agreed.

Cruiser Equipment

Stayed the same

Uniforms

Stayed the same. John emailed that he thinks this line should be decreased to \$1,000.00. The Select Board agreed. Chief still has the full amount in his budget this year so the Select Board told him to order anything he may need and maybe an extra since he has the money now and it is already budgeted for.

Books/Periodicals

Stayed the same

Equipment (Guns, Ammo, Taser, etc.)

Stayed the same

Mileage

Stayed the same

Postage

Stayed the same

Gasoline

Stayed the same

Advertising

Stayed the same

Training

Stayed the same

Animal Control

Stayed the same

Special Detail

Stayed the same

SOU Stipend

Stayed the same

The Select Board was okay with the Police budget as agreed upon.

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

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

- They got the international back today. It is not 100% fixed yet. They said snow and salt is getting in the intakes in those trucks and there is a fix for it but it isn't in yet and they don't have a date yet so Bubba picked it up for now and will bring it back when it is in. They did fix some other things and did oil change and service.
- He has five more loads of sand coming. He called for salt the other day and for some reason they are redoing the port down there and it isn't done yet so they are saying the second or third week in November until they can deliver salt. He has some other options and back up plans. Tony said he can try American Rock Salt. Bubba said he will reach out to them and Granite State.
- Tony asked if there is an update on the backhoe. Bubba said that they are still hoping for the beginning of November but hopefully he will have a hard date by the next meeting.
- Tony asked Bubba to check with Casey on the building committee next meeting and where we stand at this point. He also asked him to get an invoice in for the work he did.
- Sara and Bubba explained that they had a call last week with HSEM on the October 2017 storm and July 2019 storm still not being closed out and the Town still not receiving the money they are owed. Sara and Bubba vented their frustrations that they never hear from anyone from HSEM or FEMA until they request a call, that they always ask for more information which has already been sent or is in the portal, that Sara has to continue to do quarterly reports for these projects that the work has been completed on one for almost two years and the other is almost a year so nothing has changed, and other frustrations. They should have been closed out by now and they made it clear they want to get this closed out asap. Bubba and Sara said the other frustration is that they are pushing the field reps out of the process and Paul Hatch has been a huge help to the Town over the years and all towns benefit from their field reps. We are worried what will happen if there is another disaster and we don't have our field rep to assist us. There is a new director and Bubba and Sara would like to draft a letter to him about the Towns frustrations and have the Select Board, Bill Oakley, Bubba and Sara sign it so it comes from everyone. Sara will draft this letter and have it ready for Tuesday when the Select Board sign checks. **Tony motioned to come in and sign this letter when it is ready, Ron 2<sup>nd</sup>, so voted.**

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

Respectfully submitted,

Sara Smith  
Administrative Assistant