

Town of Groton
Select Board Work Session Minutes
November 15, 2022

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

John called the meeting to order at 5:00pm.

Emergency Management Meeting

The following were in attendance for the Emergency Management Meeting: Bill Oakley, Bubba, Chief Bagan, Ron, Tony, John and Sara.

John asked Bill where he is at with the Emergency Operations Plan (EOP). He was waiting on a date from Paul Hatch, which last he knew was for some time in December. Bubba and Sara said they hear rumors that Paul may be retiring but we have not heard that from Paul himself. Bubba is going to call Paul about a few things so he will ask him and let us know. John asked if Paul does retire if there is a backup plan because he knows June was not happy in her last few emails and she has been an asset to the Town. Bill said Paul has a few names of other people that Paul gave him so we do have options. Sara said that she talked to June after those emails because June was a huge part of getting the Hazard Mitigation Plan done and Sara worked well with her. She wanted to make sure after those emails that she will assist with the Hazard Mitigation when we need to renew it. She is thinking of retiring but if she doesn't retire then she will assist Groton. She also said Ollie her son handles most of the EOP so they may be willing to still assist with the EOP but we would need to reach out when we know more information. Bill mentioned that June was making it sound like the EOP needs to be done now but the current one is actually good until we do a new one. Sara said in her opinion, we should update it because it was done a long time ago and a lot has changed since then, not just people but technology and other stuff. The Select Board agreed. They also agreed that it doesn't matter who does it but we need to get this started as soon as we can.

John asked if we should do some sort of drive run like we have talked about in the past of an emergency situation. Bill said absolutely and asked if we want to do it on paper or out in town. Tony said we should do both but should test the radios and portables first so we know where they work. Tony asked if Bill has looked for grants for radios. He hasn't but will look. The EMD radios were all programmed. Sara has a list of which ones were. OME can come to us to program the radios Roger had if needed.

John said we should set a date to do the first dry run and test radios and then go from there. It was agreed that Saturday, December 3rd at 9:00am will be the date to test the radios. If it snows, the snow date will be December 10th. This will be to do the radio work and check everything out and then we will know if we need any more radios or reprogramming. Once we know that, we will schedule to do a dry run of an emergency situation.

Tony asked Bill if him and Patti can go through the emergency management stuff that is in the big meeting room. Tony said there is some stuff that was expired that we can get rid of and then bring the other stuff downstairs. Bill said that him and Patti will take care of this.

Meeting with Hebron Fire Chief

The new Fire Chief Jamie Moulton came in to introduce himself to everyone since we work closely with them. He wanted to get a feel for how things run in Groton and open the communication lines.

Tony mentioned that we brought the letter that we sent to LRMFA regarding jurisdiction and run cards. The letter stated that the Groton Select Board appointed Tony Albert to represent the Town of Groton on the Lakes Region Mutual Fire Aid Board of Directors and he works closely with the Hebron Fire Department. With that being said, the Town of Groton would like Hebron Fire Department to be our primary fire protection and be the ones you take direction from when making needed changes to the Groton run cards and response zones. Tony Albert and the Hebron Fire Department will be sure to involve the Rumney Fire Department in all discussions regarding Groton.

Tony explained the letter stated Hebron Fire Department and didn't state the previous Chiefs name so Chief Moulton should be good to move forward with this. Sara gave Chief Moulton a copy of the letter for his records and told him if he has any issues to let us know and we can create a new letter.

Chief Moulton said it is his understanding that Rumney covers Halls Brook down but Hebron is primary for all. Tony said that is correct.

Chief Moulton asked what they have for Maps at Hebron. Tony said there are books that Audrey put it in information for all roads in Town which are very helpful. Bubba and Chief Bagan said they would like copies of these if they could get it. Tony and Chief Moulton will do a ride around.

Chief Moulton thanked the Select Board for their time. The Select Board thanked Chief Moulton for meeting with the Town.

Holiday Luncheon date

In the past, the Town has done a Holiday Luncheon for the employees. Last year we did it on Friday, December 10th. The Select Board agreed that we should have this on Friday December 9th this year. Sara will create the invite and send it out.

Thanksgiving Baskets/Dinner

Sara explained that we haven't had any one reach out with donations of turkeys this year like we have in the past. We still have the list that we have put together in the past about families in need. John will follow up with a resident he thought wanted to give a donation this year.

Sara left Alison Bagley a message to see if she is doing the Senior Thanksgiving Dinner this year but she hasn't heard back. She didn't have it last year due to COVID19 because she works at a school and there were still cases.

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. Sara will email the form to John.

Budget Meetings

Sara mentioned the only new thing since the last meeting is that cemetery is requesting to encumber funds. They got a quote from Beede Cemetery Works for \$325.00 and would like to encumber this. They are trying to get more quotes to encumber more funds. **John motioned to encumber \$325.00 of the 2022 cemetery budget for work to be done from Beede Cemetery Works in 2023, Tony 2nd, so voted.**

Building Permit from Doug Millett

Doug has previously submitted a building permit for a 24x33 carport to store camper. The size isn't changing he is just putting in a floor for attic/crawl space for storage. He wondered if another building permit was needed. Sara told them that since the size of structure didn't change this is not needed but they wanted to let the Select Board know of the change and see what they thought. The Select Board agreed that the new building permit was not needed since the size isn't changing, just what he is doing on the inside.

Meeting with Bubba

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

- Sara will post the winter parking reminders.
- Sara will email 911 to see if they can put a number for dry hydrant or the cemetery.
- Bubba said they are ready for the storm tonight.
- He has been working on getting salt. They are going to get us loads from a different place. They should have some next week.
- We should think about road maintenance for the next few years to keep up with all of the work we did. We will want to think about this while doing budgets the next few years.

Having no other business to conduct, John motioned to adjourn at 6:54pm, Tony 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant