

Town of Groton
Select Board Work Session Minutes
July 11, 2023

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

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

School update

John told the Select Board that the interim superintendent for the Newfound Area School District scheduled a meeting with Terry and some others regarding the school. They are hoping this will be a good meeting and that they will allow our students to still attend the school district if they want to if we withdraw from SAU4.

Transfer Station RFP

Sara reminded the Select Board that we will be opening the Transfer Station RFP's during the Select Board meeting. Casella was the only one to submit.

Update on 1047 North Groton Road

The owners responded and stated that this was an existing driveway. They said they have a property map from 1954 from the State of NH showing an existing driveway. The Select Board stated that we should ask them if they would be willing to share this with us so we have it on file and know that a driveway permit is not needed.

John said to send "Thank you for your response. What brought this to our attention was the new addition of material being added which looked like a new driveway. if it is not too much trouble, at your earliest convenience, could you please provide the town with a copy of the 1954 map that you referenced so we can have it on file for our records. This will avoid any confusion in the future with future select boards." Sara will send this to them tomorrow and see what they say.

Update on generator

The generator was repaired on 6/29/23. It is working as it should be so we are all set.

Update on Town House repair items

Sara had reached back out to the two companies that gave quotes before. They had never responded so she called Mr. Maintenance. He will do everything but the roof, siding and the back door that has a lot of rot and will lead into siding. He sent over the quote for the other items which the Select Board reviewed.

Sara also mentioned that after Mr. Maintenance came out, Charlie Coursey has since responded that the quote would increase and wanted to know if we wanted the work done this summer as they may be able to get it scheduled. Sara emailed back and asked for an updated quote that shows the price increase so that we can know if we can do to this year or not.

The Select Board agreed to table this until the next meeting to allow time for Charlie Coursey to send an updated quote and for the person Ron knows to come check things out and submit a quote. If we do not receive these by then, we will move forward.

August Meetings

The Select Board agreed to change the August meetings to August 8th and August 22nd.

December 2022 Storm- FEMA Update

Sara and Bubba wanted to provide the Select Board with an update on the December 2022 storm. We need to send the work out for bid. Sara and Bubba got together and worked on the posting, the project specifications and the bid sheet. Sara had given these to the Select Board last week and asked that they review them before this meeting so we can move forward and she can send it to the paper. Some important dates to keep in mind are:

- Planning to put it in the 7/20/23 edition of the paper
- Site visit will be 8/1/23
- Bids due 8/21/23 by 4pm
- Bids will be opened AT 8/22/23 Select Board meeting at 7pm
- Work to preferably be completed by 10/20/23

The Select Board said this looked good and is all set to send out for bid. Sara will send this to the newspaper this week and it will be in the paper next week so we can follow the dates on the bid.

Email from Tim Foy regarding building permit

Tim Foy who owns 157 Old Rumney Road sent an email to the Select Board regarding his building permit. He originally was told to submit the building permit that he did due to the zoning ordinance not allowing a shed/garage/etc. without a house on it. Since this has changed, he was hoping for some leniency with the permit. The cabin he originally submitted was to be completed by June of 2024. However, they would like more time to construct a building of potentially higher quality and more architecturally fitting to the natural area.

The Select Board agreed for Sara to email back and tell him to just submit a new building permit with the new plans to take place of the other one.

Town of Groton picture question

Sara explained that a resident in Town asked if we could send him the picture we use for the town report, our business cards, etc. that say Town of Groton on them. It was taken from his house and he would like to use that picture for something he is creating. It does state "Town of Groton" on it so Sara wasn't sure and wanted to check with the Select Board before she sent it. It was created long before she was here and looked but we do not have just the picture, what we have has the Town of Groton on it. The Select Board agreed that since it has the Town of Groton on it, we shouldn't share it. Sara will call the resident to let him know.

ARPA County Funding update

Back in April, Sara applied for the ARPA funding for the counties. We had applied for funding towards paving the transfer station and the site for the new garage. The Town just received a check for \$40,000 on 7/5/23 to put towards the paving. We will have to wait until the Town meeting to raise the remainder needed but Sara wanted to provide the Select Board with an update and let them know we were awarded this funding.

Driveway Permit for Map 1 Lot 55

The Town received a driveway permit for Map 1 Lot 55. The Road agent usually goes out to meet with the resident on this and completes this. However, we do not currently have a road agent so Sara wanted to see what they wanted to do. Tony said that he will talk to Fred and the two of them will go meet with the resident on this.

Sculptured Rocks Road- clearing and driveway

Sara explained that Map 5 Lot 29-3 which is the property right after 176 Sculptured Rocks Road (the property with the wooden gate at the end of the driveway), has done some clearing and appears that they have put in a driveway. This may have been for the cutting but it is still there and a driveway permit was never received. Sara took some pictures of this property to show the Select Board. This is the same property that Sara had asked the Select Board to go look at in the previous meeting as there is also some road damage near there. Sara asked if the Select Board has been out to look at it at all and what our next steps should be. Tony said the damage is not bad so he doesn't feel we can do anything about that.

The Select Board agreed that we should send a letter stating that we noticed that there is a driveway at the property and state that we are not sure if it is temporary for the clearing or permanent but either way a permit is required. Sara will draft the letter and send it from her on behalf of the Select Board.

Letter from the Town Clerk/Tax Collector

Ruth wrote up a letter to the Select Board and the residents. The letter is as follows:

"To: Select Board Members and residents of the Town of Groton:

The Town Clerk's Office has had quite a struggle finding a Deputy Town Clerk/Tax Collector since Joanna Peel left to move to Franklin. I've had several show an interest, but they are from out of town or just never follow through.

I was talking at one of the recent conferences to Raymah Simpson who has been in office in Bristol for many years. She has had the same problem and from a much larger community. They have hired an "office assistant" who covers work that needs to be done in several office such as filing/typing and general office stuff.

I know that Sara could use help now and then with filing/running payroll/typing out inventories and I can use help in my office from time-to-time with filing/tax bills and some correspondence as well as help with car registrations and both of us would like to know that the office would be covered if anything happened to either of us.

The reason for the RSA concerning a deputy who is a resident comes from the fact that "usually" the deputy is involved in elections and would need to be on the checklist. Truly if anything happened to me there would be more load on the election/poll workers in Groton. I think any emergency could/would be covered by the Supervisors or ballot clerks.

I would like your input on this matter and I think since it is a new position it probably should be brought up in the Town Meeting next year. I think it would mean an increase in budget since we would want to offer a competitive wage. I am thinking better than McDonald's and probably 3 or 4 days a week. Not sure about benefits, but may be something to discuss.

I'll let you mull over that idea for a while. It's not something that needs to be decided right away, but just think about this for a bit."

The Select Board agreed to send this to the attorney and ask if this is okay or if it has to be a deputy, to ask if we have to bring this to town meeting, to ask if we can use the budget for the deputy for this since

it is already there or if we will have to wait until next year to do this so we can create a new budget line for this. The Select Board said to also ask if the Town Clerk can be changed to appointed or if it has to be an elected position.

Sara's position

The Select Board asked Sara to ask the attorney if they can change her title since she is appointed or if that has to go before the Town at Town Meeting. Once we hear back, they want this information with the pay scale that MRI created.

John motioned to go into non-public session pursuant to RSA 91-A:3 II (a), (b) and (c) at 6:45pm, Tony 2nd, so voted.

John motioned to return to public session at 6:55pm, Tony 2nd, so voted.

John motioned to seal the non-public minutes, Tony 2nd, so voted.

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

Respectfully submitted,

Sara Smith
Administrative Assistant