

Town of Groton
Select Board Work Session Minutes
November 30, 2023

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

John called the meeting to order at 10:00am.

Email from Doug/Will with building costs updates

Doug met with Will and he provided him with an estimate for Construction Administration services. He attached an updated proposal (Exhibit A) reflecting the costs for both Civil Construction Plans, CA fees, and their coordination markup. If this is acceptable, they can attach it to the B104 Contract which they have also attached a draft contract with the edits requested by USDA/RD. He also updated the opinion of probable costs. There was an increase in the site development costs by \$25,000, and the soft costs for civil engineering noted above, and a 5% construction cost escalation, all of which are highlighted in green. He said to let him know if there are any questions or if we need anything further for USDA/RD to complete their review. Sara printed this information for the Select Board to review. The Select Board reviewed the information and everything looks okay to them. **John motioned to sign the updated proposal, Tony 2nd, so voted.**

Sara will send this information back to them and ask them if they want to send it to USDA for review or if she should. Sara will also request this is reviewed asap so it doesn't delay the project any further.

Local Septic Approval Map 6 Lot 47

The septic designer dropped off an updated Septic Plan and local approval for Map 6 Lot 47 which is 61 Giovanna Road. All the information is correct. **John motioned to sign the local septic approval for Map 6 Lot 47, Tony 2nd, so voted.**

Sara Surgery Update

Sara explained that she had an appointment with her Doctor and the MRI shows some improvement over the last 6 months but is still showing the bulging disc and that it is still compressing on the nerves. Right now, her back surgery is scheduled for December 20, 2023. She will have a pre-op appointment, the surgery, which she will be out for 2-3 weeks depending, she may be able to come in part time after the 1st week but will know more at the pre-op. Hilary is trained on payroll so she will be able to do this while Sara is out. Sara submitted a time off request for this time and will keep them posted if anything changes. The Select Board is okay with the requested time off.

Transfer Station Hours Christmas Eve

Norm came in and said that they will be changing the hours that they are open on Christmas Eve. They will be open from 10:00am-2:00pm. Sara has posted this on the bulletin boards and online and has added this to the announcements for during the Select Board meeting.

Meetings in January

Sara was wondering if the Select Board wanted to look at changing the first meeting in January. It is scheduled for 1/2/24 but this is close to when Sara will just be returning to work and she is not sure if she will be back full time. This is also right after the Holiday. John said that he will not be around on

1/2/24 so the Select Board agreed to postpone this meeting until 1/9/24. Sara will have to reach out to June to see if we can reschedule the All-Hazard Mitigation Meeting for 1/9/24 as well.

Update from 401 Sculptured Rocks Road

The owner at 401 Sculptured Rocks Road called about the letter regarding what they were building. She stated it is only four posts with a roof to cover the sawmill. Sara told her she would pass the information along to the Select Board and get back to her. The Select Board agreed that if it is over 100 square feet to the posts that a building permit is required. Sara will call her and let her know. (call her at 603-948-6390)

Having no other business to conduct, John motioned to adjourn at 10:30am, Tony 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant