

TOWN OF GROTON
SELECT BOARD MEETING
April 18, 2023

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

Audience Members Present

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

MINUTE APPROVAL

John motioned to approve the Work Session Meeting minutes of April 4, 2023 as written, Tony 2nd, so voted.

John motioned to approve the Select Board Meeting minutes of April 4, 2023 as written, Tony 2nd, so voted.

NEW BUSINESS:

Culligan Annual Contract

Culligan sent an option for an annual contract for \$125 which would cover the annual inspection, salt delivery, filter delivery, and we qualify for 10% off other services. We have been on the 'pay as you go' and paying for salt as it is delivered and if anything needs to be fixed. We have been between \$19-\$30 a year this way. If we stay on the 'pay as you go' we do not need to do anything. If we want to do the contract, we have to sign it and send it back. Also, the cost of salt increased from \$10.50 per bag to \$11.00 per bag. The Select Board agreed to stay on the 'pay as you go' plan.

Town Clerk/Tax Collector Change Requests

Ruth submitted a few change requests that the Select Board have to discuss and approve during a Select Board meeting. They are as follows:

- RSA 261:74-d states that each registration agent may charge an applicant not more than \$3.00 to recover local production and administrative costs, that shall be in addition to the fees otherwise required to issue, renew, or transfer a motor vehicle registration. Ruth said that we have been at \$2.50 for a very long time and is requesting to increase the agent fee to \$3.00. **John motioned to sign the request to increase the fee from \$2.50 to \$3.00 per RSA 261:74-d, Tony 2nd so voted.**
- RSA 80:52-a states that by vote of the Board of Selectmen they may authorize the prepayment of taxes and authorize the collector of taxes to accept payments in prepayment of taxes. Sara explained that if this was in place when we had all those overpayments in taxes when the tax rate lowered, we wouldn't have had to issue the checks we could have just applied it as a prepayment to the next tax bill. **John motioned to sign the request to reinstate prepayment of taxes per RSA 80:52-a, Tony 2nd so voted.**
- RSA 80:52-c states the governing body may authorize the municipality's treasurer or other appropriate municipal official to accept payment of local taxes, charges generated by the sale of utility services, or other fees or charges by use of a credit card, debit card, or such other means of electronic transaction as approved by the governing body. Any municipality may add the amount due, in addition to penalties and interest payable, a service charge for the acceptance of the credit card, debit card or such other means of electronic transaction as approved by the

governing body. The municipality, at the time of billing, shall disclose the amount of the service charge. Ruth explained the service charge is \$0.65 for online and \$2.50 for in house or 3%. This is stated on a sign on the counter. She said there are no tax payments by CC in house. Ruth explained to Sara that this was discussed before we started cc payments and was approved by the Select Board when Ruth presented it to them at a meeting but she didn't remember when this was done so wanted to do it again so we have an official record. **John motioned to sign the request to accept payments by credit card, debit card or other electronic means and to charge a service charge to do so and disclose the amount of the service charge per RSA 80:52-c, Tony 2nd so voted.**

Grafton County ARPA funding application

Sara has started the application for the Grafton County ARPA funding. This is to request paving at the Transfer Station and the lot across the street where the new Public Works Building will be going. The maximum amount we can request is \$50,000.00 so Sara requested that amount. She has reached out to Bryant Paving for a quote because the cost is needed for the application. Once she receives the quote, she will update the application to reflect these costs and then the Select Board will have to come in and sign the application. The application is due by May 5, 2023 but Sara would like to send it over asap. **John motioned to come in and sign the Grafton County ARPA funding application once it is complete and ready to be signed, Tony 2nd so voted.**

PA-29 Veterans Credit

A resident submitted the PA-29 before the April 15th deadline but did not submit supporting documents. He is active duty so the wife wasn't sure if he would have a DD214. Sara explained if he doesn't, we would need something that shows proof that he is active duty. She said she will talk to her husband and get us the supporting documents asap. **John motioned to table the PA-29 until the supporting documents are received, Tony 2nd so voted.**

Wex- Notice of Federal Tax Exemption Expiration/Certificate of Buyer

Each year Wex sends the notice of federal tax exemption expiration along with a new certificate to sign. **John motioned to sign the Wex certificate of buyer, Tony 2nd, so voted.**

MS-535 and representation letter

The auditor sent the MS-535 and the representation letter to be reviewed and signed by the Select Board. The MS-535 is the financial report of the budget. Sara reviewed this and sent some questions back to the auditor and all adds up. The representation letter is a letter stating that the Select Board understands that the Select Board has reviewed the MS-535 and all supporting documents, they are not aware of any misstatements in the preparation, no adjustments need to be made, etc. The Select Board reviewed the MS-535 and was okay with the amounts. **John motioned to sign the MS535 and the representation letter, Ron 2nd, so voted.** Sara will put this on the website.

DEPARTMENT ITEMS:

Highway Department

Tony mentioned that he drove around with Fred and they checked all roads and checked on some areas of concern. Fred also pulled all road ban posting signs off the main roads on Monday and will be pulling them all off on Wednesday.

COMMITTEE UPDATES:

Conservation Commission

Slim mentioned they are having a road clean up this Saturday, April 22, 2023 at 10am. Anyone interested should meet at the Town House. He has the bags and bibs and they are all set. This year they are going to hike down Old Rumney Road to Stage Coach Road in Rumney after the cleanup. Sara will put this information on the website.

QUESTIONS AND COMMENTS:

There were no questions or comments from the audience.

Having no other business to conduct, John motioned to adjourn at 7:15pm, Tony 2nd, so voted.

Respectfully Submitted,

Sara Smith
Administrative Assistant