

Town of Groton
Select Board Work Session Minutes
March 5, 2024

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

John called the meeting to order at 4:30pm.

Meeting with June and Olin Garneau- All Hazard Mitigation Plan Update (John, Ron, Tony, Sara, Chief Baga, Bill, Patti)

Last Meeting:

- a) Reviewed:
 - i. Table 6.1, Capabilities Assessment
 - ii. Table 7.1, Past Hazard Mitigation Plan Assessment
- b) Worked on:
 - i. Table 9.1, Mitigation Action Plan
 - ii. STAPLEE

Today's Topics:

- a) Review:
 - i. Table 9.1, Mitigation Action Plan
 - ii. STAPLEE
- b) Work on:
 - i. Ranking & Priority

Homework:

- a) Review materials sent by MAPS
- b) Digital Photos – contributions welcome
- c) Items from today's meeting to follow up on:
 - a. Update Sara's hours working on this project and send the information to June.

Future Meetings:

- We do not need any future meetings. June will work on completing this and will send it for review to the Town. There are six plans ahead of us right now but she is currently waiting to get 23 back from FEMA so it may be a while.

John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 4:50pm, Tony 2nd, so voted.

John motioned to return to public session at 5:05pm, Tony 2nd, so voted.

John motioned to wait to seal the non-public minutes since there is another non-public item to discuss later in the meeting, Tony 2nd, so voted.

Bid Documents

The bid documents have all been posted online and the request for bid was posted in the Salmon press local papers, the Concord Monitor and the Manchester Union Leader. We have had someone reach out with interest in bidding but they leave on Friday for vacation and are gone for two weeks and the bid documents are very long to fill out. The Architect said that these bid forms come from Rural Development and are required by all; those who do not use them will be disqualified. He realizes they can take a while to

fill out and if the timing does not work for this bidder, the Town may want to consider extending the bid deadline, which we can do as long as everyone who is bidding is informed and has the same deadline. **John motioned to extend the deadline to April 2, 2024, Tony 2nd, so voted.**

Sara will reach out to Doug to see if we need to post this extension in the papers that we advertised the bids in and she will reach out to the two people that have shown interest so far.

Signatory Authorization Letter

Crede Associates LLC sent a request for a signatory authorization letter to be sent stating who is authorized to sign the reports, permit submittals, etc. that they send over. Sara explained that in the past Norm has signed off on the reports to DES that him and Sara complete but Sara has signed off on other things. Sara created a signatory authorization letter stating that herself and Norm are authorized to sign off on the Solid Waste Annual PCR submittals, Groundwater Management Permit Submittals, and any other reports, submittals, permits and other documents regarding the Transfer Station and/or Solid Waste as deemed necessary for compliance with local, state or federal regulations as applicable for your company and/or DES. **John motioned to sign the signatory authorization letter, Tony 2nd, so voted.**

Reviews received back

The Department Heads had turned in some more reviews that they signed and the employee signed. The Select Board needs to sign these. **John motioned to sign the reviews, Tony 2nd, so voted.**

Prep for Election / Town Meeting

- Sara already ordered the coffee, creamer, sugar, cups, plates, bowls, etc. for Elections and Town Meeting.
- John will mention at the Select Board meeting that we will accept donations of food for the Town Meeting.
- We will need to ask someone to run the coffee machines.
- Sara already sent Gina a reminder about elections and Town Meeting to make sure the big room is clean.
- Sara will check with Amy to see if she needs anything from the Select Board with assistance setting up or anything for the elections or the Town Meeting.
- On Election Day, John, Ron and Tony will be here all day. Tony will need to leave for a little bit to bring his mom to an appointment. Sara will be here as a ballot clerk.

Discussion on Town meeting:

- Sara gave the wording for moving an article - "Ms. Moderator, I move to accept Article __ as written."
- The Select Board went over who is going to move, 2nd and present each Article.
- Article 2- Withdrawing from SAU4- John will be prepared to speak to this.
- Article 3- Operating Budget- The Select Board will be prepared to speak to this.
- Article 4- Capital Reserve Funds- The Select Board will be prepared to speak to this. Tony will speak to this.
- Article 5- Paving/ARPA funding- The Select Board will be prepared to speak to this.
- Article 6- FEMA Repairs- Sara and Bubba will be prepared to speak to this.
- Article 7- Chip Sealing- Bubba will be prepared to speak to this; Sara will have the quotes with her.
- Article 8- New Compactor % Converter- Norm will be prepared to speak to this; Sara will have the quotes with her.
- Article 9- Equipment Trailer- Bubba will be prepared to speak to this; Sara will have the quotes with her. The quotes have changed on this since we originally got them. Sara asked if the Select Board

would like to prepare an amendment to submit at town meeting. Sara has updated quotes from Bubba. The Select Board agreed to change it to \$10,850.00. Sara will write up an amendment for this and have it ready for Town Meeting.

- Article 10- Mower- Bubba will be prepared to speak to this; Sara will have the quotes with her.
- Article 11- Transfer Station Door- Norm will be prepared to speak to this; Sara will have the quotes with her.
- Article 12- Security System for Town House- Sara will be prepared to speak to this; Sara will have the quotes with her.
- Article 13- 3% Timber Tax to Conservation Commission- The Select Board will be prepared to speak to this
- Article 14- Bridge CRF- The Select Board will be prepared to speak to this.
- Article 15- This is on there every year and no one usually speaks to it.
- Closing- point out dedication, thank everyone for bringing food, ask people to get involved in committees.

Class VI Road Letters from residents on Old Rumney Road and Nedeau Lane

Residents sent a letter to the Select Board with their plans for road maintenance for Old Rumney Road and Nedeau Lane and will continue to maintain the road along with removing rocks, ditching, rolling the road and filling holes and areas that may wash out due to rain, etc. **John motioned to approve both the Class VI Road improvements request for Old Rumney Road and Nedeau Lane, Ron 2nd, so voted.**

Class VI Road Letters

Sara created letters to remind everyone on Class VI roads that haven't sent in a Class VI Road work letter that they need to send letters in to explain the work they plan to do before any work can be done. **John motioned to sign the Class VI Road letters, Ron 2nd, so voted.**

HB 349 Discussion/concerns

Virginia had called Sara with some concerns regarding HB349. The Select Board had a call with Virginia to discuss the concerns.

There have been some concerns from the residents regarding the information that is used in the Articles of Agreement, especially under section 4c. Apportionment formula minimum base ratio. This section states: *"Upon successful withdrawal from School Administrative Unit Number 4, as of June 30, 2025, and as of the operating date of July 1, 2025 the initial total student enrollment from each town in the Newfound Area School District during the previous 2024-2025 school year as of _____, ___, 2024, ("initial total student enrollment number") shall be the basis for setting and apportioning a minimum percentage contribution to the annual district apportionment between the Towns of Bridgewater, Groton and Hebron and shall be considered the benchmark for setting a minimum contribution floor. A member town's enrollment may drop by up to 15% below the initial total student enrollment number, however, a minimum contribution floor shall be set at the initial student enrollment number, less 15% and that number shall be used to determine the ADM ratio. This minimum number may only be modified on a five-year cycle by a 2/3 majority vote of the current district school board and the district voters. The following table illustrates this formula."*

This section also has a graph and the minimum threshold is stated as 24 on this graph. There is some concern about this number. Also, the concern about the part *"the initial total student enrollment from each town in the Newfound Area School District during the previous 2024-2025 school year as of _____, ___,"*. What is this date going to be.

Sara and Virginia discussed a few things which are mentioned below:

- Should Groton send these articles to our attorney for review? Yes, we should send this to our attorney along with the pro forma budget. Sara will send this over.
- We just received the pro forma budget information. The Townspeople requested to have a meeting once this information was released. It is too late to have a public hearing before Town Meeting because this would have to be posted for 14 days but maybe we could do an informational session between elections and Town Meeting so the information is fresh. Also, if we get a lot of questions on it at elections, we can tell people about the information session. It was agreed to have the information session on Thursday 3/14/24 at 7:00pm. Sara will create a posting for this and email it to the Town email list and have some available to hand out at elections and at the Transfer Station. Sara will also reach out to see if Terry or any other members of the Steering Committee will be able to attend.
- Should we set up a meeting between the Select Boards to discuss these numbers on the graph and the effective date. It would be good if the Select Boards could come up with an agreement that we will have the ability to revisit the date and these numbers after the vote. The Select Board agreed that we will see what the attorney says regarding the articles of agreement to see if a meeting with the other Select Boards is needed.

John motioned to go back into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 6:40pm, Tony 2nd, so voted.

John motioned to return to public session at 6:50pm, 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 6:50pm, Tony 2nd, so voted.

Respectfully submitted,

Sara Smith
Administrative Assistant