

TOWN OF GROTON  
SELECT BOARD MEETING  
November 11, 2014

**In Attendance: Christina Goodwin, Robert Ferriere, Kyle Andrews and Sara Moores  
(Administrative Assistant)**

**Audience Members Present**

Christina called the meeting to order at 7:07pm.

**ANNOUNCEMENTS**

Select Board Work Sessions at the Town House

- Tuesday, November 18, 2014 at 6:00pm
- Tuesday, November 25, 2014 at 6:00pm

Planning Board meeting at the Town House

- Wednesday, November 19, 2014 at 7:00pm

Conservation Commission meeting at the Town House

- Thursday, November 13, 2014 at 7:00pm

Senior Thanksgiving Dinner

- Saturday, November 22, 2014 at 11:30am to 1:00pm

SAU 4 Select Boards Meeting at Bridgewater Town Offices

- Wednesday, November 19, 2014 at 6:30pm

**MINUTE APPROVAL:**

**Christina motioned to approve the minutes of October 21, 2014 as written, Kyle 2<sup>nd</sup>, so voted.** Christina explained that there was no Select Board meeting for the last two weeks and these are the minutes from the last meeting the board had.

**UPDATES:**

*2015 Budget Prep*

The Board discussed changing the next two work sessions to 5:00pm on November 18, 2014 and November 25, 2014 to schedule department budget review. The following budgets will be reviewed:

November 18, 2014: 5:00pm for Highway and 6:00pm for Town Clerk/Tax Collector

November 25, 2014: 5:00pm for Transfer Station and 6:00pm for Executive and other budgets

*Emergency Lighting*

Sara confirmed that Matt Fysh's brother came in last week and fixed all of the Emergency Lighting.

## **OLD BUSINESS:**

### *Emergency Egress*

The materials were delivered but Matt Fysh hasn't been in yet. Sara pulled the notes from the expectations of the Egress and it does state that the door needs to be removed or replaced so Matt needs to be informed of this. The Board agreed that if he can switch hinges that would be fine or he can buy a new door, whichever is his preference. The Board also requested that we should put up a sign that says emergency exit only when the project is finished. If Matt isn't here by noon on Wednesday Sara will text Kyle and he will talk to Matt about the status of finishing the project along with the door. If he does show up, Sara will talk to him about the door and he can call Kyle if needed.

### *Report of Cut Map 3 Lot 1*

Sara explained this is the same report of cut that was signed last week. Sara noticed that the date of billing was incorrect and needed to be updated, therefore she resubmitted for approval. **Christina motioned to sign the amended report of cut for Map 3 Lot 1, Bob 2<sup>nd</sup>, so voted.**

### *Transfer form for US Department of Agriculture (USDA)*

Sara provided an update about the status of the grant. The treasurer brought the transfer form, requested by the USDA, to the bank to be filled out and it has now been returned to USDA. They confirmed that they received it and are working on the numbers. We are not able to confirm the exact amount yet. Sara just sent a copy of the invoice and payment for the lettering on the truck and explained that if Glen buys radios we can send that invoice and proof of payment as well. Christina explained to the audience that the most we can get is up to \$25,000.00 but USDA may not grant the full amount.

### *Auction Bid List*

For now, the Board decided to start with what is at the Highway Department, putting these items out for bid. The Board believes these items are a plow, a wing, a lawnmower and an old bucket. Kyle suggested we put this in the Penny Saver and on our website stating that interested parties should submit the bid to the Town Office. Sara will draft this for next week so the Board can confirm. Sara will work with Glen to get more detailed information for the postings. The auction list will be reviewed again and items will be posted as the locations are confirmed.

### *Disaster Relief Fund*

Sara contacted New Hampshire Municipal Association (NHMA) to see what the process is to expend funds from this account. NHMA stated that as long as the Board is authorized agents to expend, then funds can be distributed without a public hearing. Sara will get town reports from Laura to confirm so we can take the next step.

Christina asked the Board if they agree that we would want to do this for the damage on Edgar Albert Road and Sculptured Rocks Road and the Board agreed. Sara mentioned that Glen is supposed to be keeping track but she has also been keeping a spreadsheet for any time a timesheet or bill is submitted and noted as storm. Sara will meet with Glen to get the final costs and we will pay for these out of the Disaster Relief. Christina advised that Glen estimated a final cost between \$10,000.00 and \$15,000.00.

Ann asked if the only damage from the storm was on Edgar Albert Road. Christina explained the majority was but not all. Ron confirmed that Sculptured Rocks had damage from the storm as well and has since been filled in.

Once Sara gets the information we can do a Memo to the Trustees requesting this money. Christina thinks it will be different since we have already paid for these items and is concerned that the money would have to go to general fund. Christina said that we will need to talk to John Lyford to see how to correctly report this. *Quotes for window at Transfer Station*

The Board received two quotes for the window at the Transfer Station. Matt Fysh gave a quote for \$425.00, which is using a window stored in the basement. Granite State gave a quote for \$485.00, which includes a new window. Kyle mentioned he thinks we should go with Matt since we know the window and we do not know what type of window Granite State would be supplying. Kyle said it is cheaper and we also get rid of the window that is here. The Board agreed to go with Matt Fysh.

Christina asked about the fencing quotes. Joe Koslow said there was a part that Matt needed that he was going to look for before quoting. Sara will look for other quotes previously received. Joe asked Kyle to ask Matt about the fence when he talks to him about the egress.

Christina also mentioned the quote for the door at the Transfer Station from Matt Fysh. Matt quoted a steel door but the Town bought the wood to replace the door that should be used. Joe Koslow also mentioned Bill Higgenbotham as another person to get a quote from. Kyle asked Joe to reach out to him for the second quote. Also, when Kyle talks to Matt, he will ask him to rebid the quote.

Christina mentioned that if we can do the window this year then we should since the Transfer Station has money in the budget to do so. If this isn't done this year then it should be encumbered.

### *Signs*

The board has some concerns with the signs.

First, the epoxy on the Town Office sign is a sloppy job. When first installed there was a stain on one side of the sign, but Bob has checked and it is no longer there. Kyle thinks we should mention the epoxy overflow to Laconia Monument and see if there is something that can be done. Second, the one at Hobart Park, does not have good quality when it comes to the picture. If you are standing away from the sign, you cannot see the face and can only see a black oval. The Board would like to see if this can be corrected.

Sara will contact Laconia Monument tomorrow to see what can be done about these concerns. Christina also asked if we received the picture back. Sara explained that when she talked to Laconia Monument the other day they asked for the address to send the bill and the picture.

Christina asked if we are all set to take the old sign down. Bob inquired about the hours on the new sign. The prior Board agreed not to have hours listed. The old sign is tipping, therefore the board agreed to take it down.

#### *Edgar Albert Road Response*

Christina explained that the town received an email from a resident regarding the condition of Edgar Albert Road. The Board agreed to refer this to the Road Committee and for Sara to send an email to the resident explaining this.

Christina also mentioned that Sara is sending a letter to the property owner along Edgar Albert Road to address a concern about the drainage left from a former timber cut. The Board is requesting that water bars be installed. The Board is also sending a letter to the current logging outfit to discuss damage to the road with a request to pay for gravel to assist in the repairs.

#### **NEW BUSINESS:**

#### *Beaver Pond Rd/Sculptured Rocks Rd Timber complaint*

**Christina motioned to table this until next week so the Board can better review the letter, Bob 2<sup>nd</sup>, so voted.**

#### *2014 Equalization Municipal Assessment Data Certificate*

Christina explained the equalization process. The Town received the estimated equalization ratio from Mark Stetson of Avitar. Sara emailed Mark to see if he has any concerns with our ratio since it is higher this year than last year. He did not have any concerns. The Board agreed to sign the form and have Sara submit the Certificate while Mark will electronically submit the documents. This is all preliminary. Once the Department of Revenue (DRA) gets the information and finalizes it, they will send us a completed ratio study. **Kyle motioned to sign the 2014 Equalization Municipal Assessment Data Certificate, Bob 2<sup>nd</sup>, so voted.**

#### *Building Permit - Ljunggren Map 6 Lot 15*

Christina went over the building permit stating that this is for a 6" slab with colony for the Double Wide home. Erik Ljunggren was in attendance and explained that he contacted the place he bought the double wide from and they said that we should put HUD for PUC approval. Bob asked if he received a septic approval number and Sara confirmed that he did and this information is on the permit. **Bob motioned to sign the building permit for Map 6 Lot 15, Kyle 2<sup>nd</sup>, so voted.**

#### *Flag at Hobart Park*

The light for the flag pole has not been fixed yet and we have not been able to confirm if the flag can stay up since it cannot be put a half mass when directed by the authority. Christina thinks we should take it down for the winter until we know. The Board is okay with this and Sara will talk to Glen to have the Highway Department complete and store at the Town Office.

#### *Property Liability Trust Board*

The Board missed the deadline for nominations. They needed to be put in by October 31, 2014.

#### *Municipal Derivatives Antitrust Litigation*

Sara explained that this form just showed up on her desk one day. We are not sure what it is and where it comes from. Sara will send it to NHMA to see what we should do. If they don't know then Sara will send to the Town's Attorney for review.

*Memo from Chief Pivorotto*

The Chief requested that the Board consider moving funds from one line to another in his budget. The Board explained that if he has the money he can spend it the way he needs to as long as the bottom line doesn't go over. The memo isn't needed but is appreciated.

*Soccer nets at Everett Hobart Memorial Park*

Bob mentioned that he took the nets down but they are in bad shape and only have about one year left. These should be replaced. Christina mentioned that there is a park and rec fund that this would come out of.

**QUESTIONS AND COMMENTS:**

*Heath Matthews*

Heath approached the Board to see if there is anything that can be done to speed up the process of his building permit. Sara explained that as of today we still didn't have the Department of Environmental Services (DES) septic approval number which is needed before the Board will approve. Bruce Barnard thought we would have received it by now and we have not. Sara mentioned that she also checked the DES website.

Heath had mentioned that Jeremy Haney had received a foundation only permit while he was waiting for the septic approval and was wondering if the same thing could be granted for him today. Kyle asked when they were planning on pouring the foundation and Heath explained that he was just informed it has already been poured but they have not started building yet. The board said that we cannot undo what has already been done so since the foundation has already been poured it is okay. Heath is concerned that they want to get as much done as they can before the weather gets too bad. Kyle asked the Board if they would be okay with as soon as the septic approval comes in Sara will contact the Board to have them come in and sign instead of waiting for the next meeting. The Board is okay with this. **Kyle motioned to sign the Matthews building permit as soon as we get the final septic approval, Bob 2<sup>nd</sup>, so voted.**

**Kyle motioned to adjourn at 8:05 pm, Christina 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Sara Moores  
Administrative Assistant