

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

In attendance: John Rescigno, Tony Albert, Ron Madan and Sara Smith (Town Administrator)

John called the meeting to order at 2:00pm.

Minute Approvals

The Select Board agreed to approve the meeting minutes so that the Town does not have to wait two more weeks to view the minutes from the last meetings.

John motioned to approve the Work Session Meeting minutes of October 15, 2024 as written, Tony 2nd, so voted.

John motioned to approve the Select Board Meeting minutes of October 15, 2024 as written, Tony 2nd, so voted.

Local Septic Approval- Map 2 Lot 75

The Town received a local septic approval and plan for Map 2 Lot 75 on MacDonald Lane. All information on it looks correct. **John motioned to approve the local septic approval for Map 2 Lot 75, Tony 2nd, so voted.**

Building Permit- Map 1 Lot 25

The Town received a building permit for Map 1 Lot 25 on Bailey Hill Road. This is for a 36x48 1 story Pole Barn to replace the existing structure that they currently keep their farm animals in. This is on a private road so it does need the release form, which they have submitted. This also does need to go before the Planning Board. Sara sent it to the Planning Board on 10/17/24 requesting they add it to the 10/30/24 Planning Board Meeting agenda. She also sent them the deeds and covenants. The Planning Board supplied feedback stating that after review they recommend approval subject to Covenants and all Road Maintenance Obligations of the applicants. They also said that they would recommend the approval should be withheld until fees are paid and the required notice of limits of municipal responsibility and liability has been recorded with the registry of deeds. Sara stated that all fees, for the building permit and the release of municipal responsibility and liability have been paid. Sara also stated that the owner has submitted the release and has signed it so once the Select Board signs it that Sara will be sending it to the Grafton County Registry of Deeds to be recorded, as we do with all of these releases. **John motioned to approve and sign the building permit for Map 1 Lot 25 and to sign the Municipal Release form, Tony 2nd, so voted.**

Intent to cut- Map 5 Lot 1

The logger submitted an intent for Map 5 Lot 1 for the property located on Sculptured Rocks Road. This is about a 50- acre cut. No bond is needed. **John motioned to sign intent to cut for Map 5 Lot 1, Tony 2nd, so voted.**

Report of cut/yield certificate 24-193-02-T

The Town received a report of cut from for Map 9 Lot 8. This was for a 86-acre cut on Groton Hollow Road. The amount of the tax is \$2,209.76. **John motioned to sign the yield certificate for Map 9 Lot 8, Tony 2nd, so voted.**

Report of cut/yield certificate 24-193-03-T

The Town received a report of cut from for Map 9 Lot 2. This was for a 154-acre cut on Old Coach Road. The amount of the tax is \$2,608.36. **John motioned to sign the yield certificate for Map 9 Lot 2, Tony 2nd, so voted.**

MS 60-W

This is a waiver request for the locally elected audit that allows towns, under population of 700, to request permission to complete sections 1 and 2 only for the audit. **John motioned to sign the MS-60W, Tony 2nd, so voted.**

Tax Rate Setting

Sara stated that usually she meets with Michelle from the DRA at the end of October to go over all of the numbers and to set the preliminary tax rate. Then the Select Board meet and look at the money in the unreserved fund balance and other items to see if they want to make any changes or not. However, Sara still has not had this preliminary tax rate setting meeting so she sent an email to Michelle Clark at the DRA yesterday 11/4/24 to see what is going on. When she was at the conference, all of the Towns in our district still had not set them as well. Michelle emailed back and stated that the Newfound Area School District needs to have their financials verified by DOE and then the district needs to be apportioned. As soon as Sara gets more information, she will let the Select Board know. We are scheduled to meet next on 11/19/24. If we are able to set the tax rate before then, the Select Board asked Sara to let them know and they can look at scheduling a work session to discuss this and set the tax rate.

Select Board

Sara mentioned that Ron is the Select Board member whose term expires in 2025. Sara asked Ron if he will be running again. He said he might but he is not sure at this time. The Select Board said they may want to think about some people that may be good candidates.

Pre-Construction Site-Visit

Sara mentioned that Homeland Security reached out to her to set up a pre-construction site visit for the culvert on North Groton Road that she applied for a grant for. They said they would like the people to attend that will be working on the grant which to them meant herself, the Road Agent, the engineer and if there was a contractor hired already. They said the Select Board could attend but are not required to. They would like to meet Monday, November 18, 2024 at 1:00pm. Sara and Bubba can attend. Sara reached out to Mike Vignale. He has not been hired as the engineer for the project but is the on-call engineer and did assist with the grant paperwork so she felt it would be good for him to be there to answer any questions they may have. The Select Board agreed. The Select Board also agreed that they do not need to attend but Tony will try to attend if he can. The Select Board are okay with Sara posting her office as closed for this site visit.

GRDC- meeting or proxy

Grafton Regional Development Corporation (GRDC) sent an invite to attend the Annual Meeting on Thursday, November 21, 2024 at 9:00am via Zoom. If we are unable to attend, we can send in the proxy statement that is included. The Select Board agreed that they are not able to attend. **John motioned to sign the proxy form, Tony 2nd, so voted.**

Radios for Highway Trucks

After we completed the radio testing, Bubba reached out to OME to get quotes for upgrading the radios in the F350 and the international. To do both right now, it would be \$6,298.46. As of right now there is

plenty of room in the Highway Budget to do so. The Select Boards only concern is if something happens to one of the trucks this winter and we have to contract out services or something else happens. The Select Board asked Sara to talk to Bubba about this and see about the costs of only doing the F350 this year.

HealthTrust- MAPD

Sara mentioned that she is waiting to hear back from HealthTrust regarding some questions regarding a new plan for Medicare Advantage with Prescription Drug Plan. They wanted it signed ASAP. She had some questions and asked if it could wait until the Select Board met on November 19th. She is waiting to hear back. If not, the Select Board may have to come in and sign it before that meeting. **John motioned to come in and sign the HealthTrust MAPD if needed, Tony 2nd, so voted.**

Having no other business to conduct, John motioned to adjourn at 2:29pm, Tony 2nd, so voted.

Respectfully submitted,

Sara Smith
Town Administrator