

Town of Groton  
Select Board Work Session Minutes  
January 7, 2025

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

**John called the meeting to order at 5:00pm.**

***Warrant Articles***

Sara put together a draft of the warrant articles based on the information that is on there every year and what has been turned in to her.

***Budget Items***

Since the last meeting the following budget items have come up:

- Sara created a draft budget and put in YTD totals although we may still pay some of the 2024 bills as they trickle in. She is thinking that next week will be the last week she pays out of 2024 and then we will close it out.
- We still have not received any updated numbers from Bettina so Sara put in there the \$10,000 that the Select Board asked her to at the last meeting.
- Tony said that he should have Hebron's Fire numbers by this meeting so Sara followed up with him on this. They were supposed to send something over but Sara has not received it. Sara will email Karen asking for the budget.

***Town Meeting Timeline/Deadline***

Sara put together a timeline like she does every year based on the NHMA calendar that was put out. She gave a copy to each of the Select Board Members. There is also one hanging up in the office. She added some of the important dates from this to the Select Board Meeting agenda.

***Deed Notification-Transfer Station***

Sara had put information in the Select Board review folder regarding the deed for the Transfer Station and how Credere stated this should be updated to reflect information of when landfill closed, etc. Sara sent all the information to the attorney and they put together an updated deed. Ruth came in to notarize that they signed. **John motioned to sign the deed, Tony 2<sup>nd</sup> so voted.**

***SAU 108 Quarterly Meetings with the School Board***

Sara mentioned that Terry emailed stating that the idea of the Select Board having quarterly meetings with the SAU108 School Board has come up. The Select Board are okay with this they are okay with this and requested they email a schedule if they create one or let us know when the next meeting that they would like us to attend is.

***Email from Spectacle Pond Association***

Sara mentioned that back in December the Spectacle Pond Association submitted a letter to both Hebron and Groton regarding the Fire and Wildfire Emergency Management Plan. They noticed that the Hazard Mitigation Plans do address these concerns but not specifically to these forests. They feel that it would be beneficial to prepare a specific "Town Forests and Spectacle Pond Area Fire and Wildfire Action Plan for fighting fires in the Hebron Town Forest, the Flint Memorial Forest, The Cockermouth Forest and forests and residences along the shore of Spectacle Pond. They feel this could serve as an amendment or

supplement to the Towns Hazard Mitigation Plans. They want to work with the Towns to assist in implementation of a specific firefighting plan for this. They would like a response so we can all work together on this.

Tony asked Sara to respond letting them know that himself, as the Hebron Fire Chief, along with the Fire Wardens from both Groton and Hebron will be willing to meet with them to work on this. He said they can contact him regarding a time to set this up, or they can contact Sara.

### ***Police Department Items***

Chief Bagan came back today so Sara also informed him of the following. There were some complaints posted on Facebook and sent to the Town regarding speeding in Town especially on Halls Brook, North Groton Road and Sculptured Rocks Road. They said they have brought these concerns up before. Sara mentioned that with a part time police officer there is only so much time he is here and she knows that when he is given times and roads, that he does go out and patrol during these times. Sara said that they also should not be leaving messages on Chiefs machine for something they want addressed right away. Sara said it is best to call dispatch and dispatch will know if Chief is on duty and send it to him or send it to the State Police if he is not. The residents asked Sara to bring the concerns to the Select Board so she said she would. The Select Board agreed to what Sara told them. They also know that Chief spends a lot of time on Sculptured Rocks Road especially during the summer. Chief has not been here so he has not been able to patrol lately but will patrol again once he is able. The Select Board said that Facebook a place where people post complaints but we do not always check Facebook or see them so they should be contacting the Select Board as the concerns are happening.

### ***Clean Basement and Meeting Room***

We need to schedule a time to clean the basement and the meeting room. Sara was thinking that maybe we could do it for the second meeting in February which would be February 18, 2025. The Select Board agreed.

### ***Reviews***

Department Heads turned in their evaluations by January 1<sup>st</sup>. These evaluations are to be reviewed by the Select Board by January 15<sup>th</sup> and if any changes are needed the Department Head is to have this back to the Select Board by January 31<sup>st</sup>. The increases will go into effect the Sunday after Town Meeting, which will be March 15, 2025. Department Heads have until March 31, 2025 to administer them to the associates.

**John motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 5:40pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to return to public session at 6:25pm, Tony 2<sup>nd</sup>, so voted.**

**John motioned to seal the non-public minutes, Tony 2<sup>nd</sup>, so voted.**

### ***Meet with Bubba***

Bubba met with the Select Board to go over the following:

- Public Works Building Progress:
  - The building should be here next week, they are hoping for Monday. We submitted the colors as grey siding with black trim and a black roof.
  - Sara emailed Doug to see what needs to be done to add a window to the office.
  - Doug had emailed about adding windows to the garage doors. The Select Board agree.
  - Sara submitted the request to NHEC to install the electric. She gave permission for them to discuss this with Casey and set up the site visit with him. She had to send over the tax

map and deed. They said they have started the process and the site visit should be done in 3-5 days.

- Sara will reach out to check on if garage door openers were ordered and if there is a spicket on the building.
- Driveway on North Groton Road: Bubba said that there again issues with the driveway on North Groton Road that we have previously worked with them on. He had to work on this on Saturday. The owners did do some work but Bubba had to take care of it as it was causing icing issues on the road.

**Having no other business to conduct, John motioned to adjourn at 6:55pm, Tony 2nd, so voted.**

Respectfully submitted,

Sara Smith  
Town Administrator