

TOWN OF GROTON  
SELECT BOARD MEETING  
May 6, 2025

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

**Audience Members Present**

John called the meeting to order at 7:01pm.

**MINUTE APPROVAL**

**John motioned to approve the Work Session Meeting minutes of April 16, 2025 as written, Tony 2nd, so voted. Ron abstained.**

**John motioned to approve the Work Session Meeting minutes of April 30, 2025 as written, Tony 2nd, so voted. Ron abstained.**

**NEW BUSINESS:**

*Bids for Engineering for North Groton Road Culvert Project*

The Town of Groton put in the newspaper and online to solicit bids for the North Groton Road culvert project. The bid submissions were due by Monday, May 5th at 4:00pm. Sara explained she received a lot of calls on this but they were from the contractors to do the work so she explained these invitations to bid will be put out by the Engineer once we have one in place. As far as the engineer bids, the Town of Groton received one bid from KV Partners which went over the scope of services, information and services to be furnished by the Town and assumptions, the schedule, the fee and payment, the general conditions and the acceptance. The bid amount was \$21,500.00. **John motioned to award the Engineering for the North Groton Culvert Project to KV Partners, to sign the proposal and to have him start as soon as possible, Tony 2nd, so voted.**

*Bids for Chip sealing*

The bids for chip sealing were due today. We received one bid. The Select Board opened the bid which was from All States Construction, Inc. They had \$650.00 per ton of asphalt cement and \$3.40 per square yard of chip seal. The total cost is \$110,782.20. **John motioned to the award the chip seal project to All State Construction, Inc and to come in and sign the agreement once it is ready, Tony 2nd, so voted.**

*Building Permit Map 2 Lot 88*

The Town received a building permit for Map 2 Lot 88 on Edgar Albert Road. This is for a 25x30 2 Bedroom 2 Bathroom Home with attached mudroom and screen room attached to the mudroom. It will also have a deck out front. They also want to put a 25' Yurt on the property to act as an outbuilding/work room during the build. They provided the DES septic approval and the PUC approval. **John motioned to approve the building permit for Map 2 Lot 88, Tony 2nd, so voted.**

*Building Permit Map 2 Lot 69-1*

The Town received a building permit for Map 2 Lot 69-1 on Edgar Albert Road. This is for a 10x12 shed on skids. **John motioned to approve the building permit for Map 2 Lot 69-1, Tony 2nd, so voted.**

*Building Permit Map 1 Lot 21*

The Town received a building permit for Map 1 Lot 21 on the private section of Bailey Hill Road. This is for a 200 square foot wooden seasonal structure. Since this is on a private section of the road, it needed to go before the Planning Board. They did discuss this at the April meeting and their recommendation is that the Select Board approve the application contingent on the owner sending in the release form and filing payment and contingent

that they follow all covenants. The owner did send in the release form and payment which are attached. **John motioned to approve the building permit for Map 1 Lot 21 and to sign the release of municipal liability form, Tony 2nd, so voted.**

#### *Report of cut/yield certificates*

The Town received two reports of cut/yield certificates:

- The first one is for Map 9 Lot 1 and Map 10 Lot 42, operation # 24-193-04-T. This was for a 27-acre cut on Old Coach Road and Halls Brook Road. The amount of the tax is \$1,183.82. **John motioned to sign the yield certificate for Map 9 Lot 1 and Map 10 Lot 42, Tony 2nd, so voted.**
- The second one is for Map 1 Lot 29, operation # 24-193-05-T. This was for a 46.6-acre cut on Will Colburn Path. The amount of the tax is \$1,560.75. **John motioned to sign the yield certificate for Map 1 Lot 29, Tony 2nd, so voted.**

#### *Class VI Road Letter from resident on Hardy Country Road*

A resident sent an email to the Select Board with their plans for road maintenance for Hardy Country Road. He is planning on regrading Hardy Country Road from Sculpture Rocks Road to Woodbury Road in hopes to prevent further loss of material. **John motioned to approve the Class VI Road improvements request for Hardy Country Road and sign the approval letter, Tony 2nd, so voted.**

#### *Abatement Requests*

The Town worked with Avitar and the land owner regarding some corrections on two properties.

- Map 2 Lot 81 sub 04-34: there was a shed that was removed and they received a tax bill for it. The total amount including the tax bill and all fees and penalties is \$26.58. This information was confirmed with Avitar that the shed has been removed from the property but they were not removed from the property assessment cards when the tax bill was done. Avitar did remove this from the property assessment card and recommended the abatement.
- Map 2 Lot 81 sub 04-29: there was a camper and deck/ramp that was removed and they received a tax bill for it. The total amount including the tax bill and all fees and penalties is \$77.62. This information was confirmed with Avitar that both the camper and the deck/ramp has been removed from the property but they were not removed from the property assessment cards when the tax bill was done. Avitar did remove this from the property assessment card and recommended the abatement.

**John motioned to approve and sign the abatement requests, Tony 2nd, so voted.**

#### *Disposal Agreement*

The Town received a disposal agreement for 64 North Fletcher Road. **John motioned to approve and sign the disposal agreement, Tony 2nd, so voted.**

#### *PA-28- Inventory Form Meeting/Discussion*

John explained that after much discussion and research, the Select Board have decided that 2025 will be the last year that we will be using the PA-28 Inventory of Taxable Property Forms. The Select Board would like to eliminate the requirement for Groton to use the PA-28 Inventory Form going forward. We do have building permits and Avitar that goes out so they feel that these are not necessary for the time and costs that they take to do.

RSA 74:4-a states:

- I. Any municipality, by vote of its Board of Selectmen may elect not to utilize the inventory form or procedure. Such a vote shall automatically exempt all property owners and others within that municipality from all requirements and provisions of law relating to the inventory form.
- II. Every municipality, so electing shall notify the department of revenue administration in writing, no later than October 1 each year of its decision affecting the following prescribed filing period.

The Select Board have created a policy to adopt this elimination of the requirement which will also be the notice in writing to the DRA. **John motioned to eliminate the requirement for the Town of Groton to use the PA-28 Inventory of Taxable Property Form going forward and to sign the policy/notice to the DRA, Tony 2<sup>nd</sup> so voted.**

#### *.gov information*

John explained that the State of NH is highly recommending that Municipalities change over from .org to .gov. There is more security and protection provided in doing so. It is not required right now but may be moving that way. There is a grant to assist with this conversion that is being offered right now that may not be offered later. Due to all of this, Groton is in the process of changing over from a .org to a .gov. For one year, both will work when you use it so the residents should not see changes on their end. However, everyone should be prepared to start using the .gov as soon as it goes live. There will be more information and communication regarding this once this is up and running.

#### *GHS Request to use Town House on Memorial Day*

The Groton Historical Society (GHS) requested to use the Town House on Memorial Day which is Monday, May 26, 2025 for their yearly program from 9am-1pm. They will send more information on the program and times in the near future and will need someone available to open the town house for them. John is not around so Tony said he will be able to open it for them. **John motioned to approve the GHS to use the Town House on Memorial Day, Tony 2<sup>nd</sup>, so voted.**

#### **DEPARTMENT ITEMS:**

##### *Highway Department*

Bubba was in attendance and went over the following:

- They are trying to get a date for Morrison Construction to come out and do the yearly maintenance on the gravel roads.
- There is a culvert that will be replaced on Edgar Albert Road near Frank Grelle's. They want to do this before the gravel road work is done.
- The Chip Sealing for North Groton Road has been awarded so they are hoping to do this in the middle to end of Summer. There are a few spots on North Groton Road that they want to patch before this is done.

##### *Police Department*

Chief Bagan mentioned that they were working on the change over to the Windows 11 update. There are three devices that he has that cannot be changed over. To save costs, he will only replace two of them which will be the desktop and then the tablet. The tablet can be used for everything that the lap top was used for so he doesn't see a need for this.

#### **QUESTIONS AND COMMENTS:**

There were no questions or comments from the audience.

**Having no other business to conduct, John motioned to adjourn at 7:26pm, Tony 2<sup>nd</sup>, so voted.**

Respectfully Submitted,

Sara Smith  
Town Administrator