

Town of Groton, Vermont - Select board Minutes July 6, 2017 (approved)

Select board Members in Attendance: Wade Johnson, Sr. and Deborah Jurist

Attendance for the meeting included: Debra Johnson, Brent Smith, Lise Shallberg, Marc Shallberg, Carrie Peters, Lisa Hart, Jim Cilley, and Daniel Robinson

Wade called the meeting to order at 6:40 pm.

Deborah moved to approve the minutes of June 15, 2017, Wade seconded and motion passed.

Deborah moved to approve the minutes of June 22, 2017, Wade seconded and motion passed.

Lisa asked to have the Treasurer's Report after Mark Shallberg's report on the agenda. Lisa asked if she could be added after the Open to Public and Other Business during the following Select Board meetings because there is so much information to go over. This would not hold other people up.

Deborah Jurist asked Brent what he did this past Saturday, July 1, 2017, with all the flooding of the roads. Brent said that he had all roads passable by 10 PM that Saturday night. The two major issues involved the culvert on Heath Brook Road which was impassable and on the Red Brook Road where double culverts were plugged with debris. There was more debris than a 10 wheeler logging truck could carry. There were other roads such as the Welton Road that were passable for 4 wheel drive vehicles only. Water came over the Minard Hill Road. The culvert which failed on Minard Hill Rd is already set up for a grant for engineering. Water also went over the Frost Road, Powder Spring Road, and Railroad Street and in a second location on the Minard Hill Road. Wade said there a dozen or more fire fighters that came out to help to direct traffic and do whatever were needed. Phillip Palmer came to help on Saturday evening even though he was on vacation. The key factor that allowed the Town of Groton to get roads fixed quickly was that we have our own sand and other material next to the town garage and we have our own equipment to do the work. Brent said the Grader is acting up.

**Highway/Brent Smith - RFP Sidewalk and Paving, Road Classification, Update on Sidewalks and cleaning sidewalks**

Brent said the Paving RFP is based on tonnage of material. He also presented a Paving RFP for Boulder Beach, which is going to cost approximately \$90,000. Brent said that the Branch Brook Road pavement needs to be replaced and Minard Hill also has some paving that needs to be replaced because of the flooding event. Brent said at this time that we do not have enough damage to get Federal or State help with the cost of repair. Brent put in a couple calls to get information about putting concrete on the end of Branch Brook Road where the water always comes over and which has been replaced a couple of times already. Brent said there won't be much money left in the Paving Fund after the two places from this past weekend's storm are paved. There is \$33,000 left in the Paving Fund.

Deborah made a motion to request that the RFP for paving on Boulder Beach be postponed indefinitely, Wade seconded and motion passed.

Deborah moved that Brent put out the RFP for the sidewalks, Wade seconded and motion passed.

Brent had a request from John Lund who wants to put a culvert in leading to his property on the Glover Road across from the old Hill place. Deborah moved to approve the notice to proceed to put in the culvert and expand the driveway on as requested by John Lund. The contractor needs to discuss specific plans with the road crew before the project is started. Wade seconded and motion passed. The Select Board signed the agreement.

Brent said the railroad bed had some traffic damage from the storm.

Brent said he will talk with Donald Bliss about what he needs to do on taking care of the sidewalks.

The road classification will be postponed until next meeting.

Mark Shallberg spoke up about the bleachers at the Frost Field, pointing out that they are in very bad shape and need to be removed. Mark had spoken with Larry Daniels Sr. and he said that most people bring their own lawn chairs to sit in. Mark Shallberg was given permission by the Select Board to dispose of the bleachers at the Frost Field. Mark also brought up the Porta Potty location at the Frost Fields. Larry Daniels, Sr suggested that it be moved to the other end of the property down by the Crane's house. It was said that the Porta Potty is brought in the spring and taken out in the fall. The issue with the Porta Potty will be discussed further at the next Select Board meeting, after it has been figured out who orders and pays for it.

Wade discussed a complaint from a resident in Groton about the way the roads were repaired after the storm.

Lisa Hart brought up an issue with a potential insurance claim that Arthur Fortunati brought into the office. This incident happened this past winter. A trailer that was parked in the town's turn around location that was damaged (backed into) by a town vehicle. Brent said there is a Highway Ordinance that has the information about the rules for turn around. Brent needs to put a sign at this turn around location. Brent wants to discuss this issue with Arthur Fortunati before going any further with the claim.

#### **Town Clerk/Linda Nunn - Central VT Humane Society Contract**

The two Select board members didn't feel comfortable signing the contract from Central VT Humane Society and are looking into other options. The PO for the bill was signed and will be paid.

#### **Fast Squad/Derek Curtis - Replacement of Rescue 1**

Derek Curtis was not at the meeting. This will be put on the agenda for the next meeting.

#### **Mark Shallberg - Comm. Bldg - paint**

Community Building painting task will be discussed at the next Select Board meeting.

**Dan Robinson - RFP Gutters & Roof Painting**

Dan Robinson brought the RFP for the new gutters and the roof painting. Mark Shallberg will be in charge of these projects. Mark said the issue of new gutters needs to be discussed further so it can be determined where all the water will going before the new gutters are put up. Using the RFP process to help resolve this problem was discussed. Mark Shallberg will have all bidders for the gutters and painting make appointments on Friday, June 21, 2017.

Wade made a motion for Mark Shallberg to put these RFP's for Gutters and Roof Painting in the Bridge Weekly, Deborah seconded and motion passed.

**Mark Shallberg - Update on Memory Wall/Survey**

It was said there have been two good meetings with the Cilley family. Because there was only a partial Select Board at this meeting, this will be discussed further at the next Select Board meeting. Wade brought up that the Cilley family needs to have in writing and notarized what they want for damages at the next Select Board meeting.

**Financials/Budget Update - Fire Dept. Assoc. & Library Friends, Inventory List, Town of Groton Signs**

Lisa handed out the financials. Non Town Bank Accounts were discussed. There is a Fire Dept Account that is not under the town tax ID number. Lisa discussed this issue with Glenna Pound. The reason this was brought up is because it was unclear if reimbursements that are done from the town budget line items to the Groton Volunteer Fire Department Corporation which is a non-profit organization, are being done right? Glenna said that Lisa needs a copy of the EIN number, copy of the letter from the IRS when they applied for the non-profit status and the yearly renewal. Glenna also said that the activity of this account should be shown in the Groton Town Report. Lisa sent this information from Glenna to Wayne and Dorothy Knott and they forwarded it to Lynn Palmer, the treasurer of this account. Lisa has asked for the information to be brought to her. Glenna said that all the procedures are being done correctly and that Lisa needs the copies of the information that is listed earlier. There was some discussion on having non-profit account information in the Town Report, including the Community Club accounts. This information is of interest to the community, since so many community members and the town support these organizations in so many ways. The second handout was information in the Treasurer's handbook about fundraising.

The Library Friends account is for the libraries special fundraisers. The Friends account is not under the town ID number and Lisa does not reimburse it. Glenna said the same thing about the library account as she did with the fire department. It would be good if a copy of the EIN number, copy of the letter from the IRS when they applied for the non-profit status and the yearly renewal were in the files of the town. Glenna also said the Library Friends account information should be in the Town Report.

The inventory list will be discussed at the next Select Board meeting.

There was a discussion on the Town of Groton signs. Deborah made a motion to get 3 signs (48x36 custom sign) to replace the worn out signs we have at \$185.16 a piece and small sign for Tractor Shed, Wade seconded and motion passed. Lisa brought up that the Tractor Shed needs a small sign with Public Works written on it. There will be a purchase order for these signs at the next Select Board meeting.

Lisa went to Home Depot and bought the surveillance camera signs. Gary Lamberton will be finishing the job of installing the cameras in the gym on July 14th and will be talking with Mark Shallberg about the caging around each camera. Lisa mentioned that the AED came and Mark has put the box up. We need someone from the Fast Squad to put all the equipment in the bag. Lisa said the battery and adult pads were missing from the order. Lisa spoke with Dorothy about letting the company know that these two items were missing from the order.

Lisa mentioned that the town received a bounced check for \$21. Lisa has contacted this person many times and received no response.

Lisa said it is time for the Select board to set the tax rate. This needs to be set by July 20th or at the latest by August 3rd. Lisa handed out three possible tax rates for the Select board to look over. Carrie went over the difference in each possibility of tax rate that can be chosen. The plan is to print the tax bill by Aug. 30th and mail by September 1st. The taxes are due on November 3rd.

Carrie Peters, the delinquent tax collector, gave her update on the delinquent taxes. Carrie said that it is coming to the end of the 2016 season for delinquent taxes and there are 3 people that have very small balances left on their tax bills, which are \$ .02, \$3.34 and \$1.44. In the NEMRC program Carrie found where you can abate small amounts that are due that are not worth collecting. Deborah made a motion to have Carrie abate the three tax bills for a total of \$4.80, Wade seconded and motion passed.

Carrie said there are still 23 parcels still in delinquency totaling \$52,000 for years 2015 and 2016. Carrie said there is one sticky situation where one parcel is in bankruptcy. Carrie contacted the bankruptcy lawyer at the bank. The bank will be paying \$3000 for the principal and \$315 on the interest in 60 monthly payments of \$55.25. Carrie found out that the penalty should have not been collected on this parcel due to being in bankruptcy and interest should not have been accruing. This money was collected in 2016. The town will be receiving \$3315 on the original taxes of \$3284.

Lisa reminded the Select board to review the budgets which are at 50% and email questions to Lisa.

### **Open to Public & Other Business**

Deborah had contacted NEKWM and someone could collect recycling in the town and bring to Ryegate or Lyndonville, as long as the person's vehicle is registered and they have proof of insurance. There is no fee for registering with the state, to haul recycling. Someone could charge for this service and it is perfectly legal to do it. It was suggested by the Select board put this information on the Groton website.

**Sign Orders & Open Mail**

The annual bill for the Woodsville Ambulance has arrived. The bill is for \$16,714.50. The Select board signed the contract and the bill will be paid.

The orders were signed by the Select board.

**Set Agenda for Next Meeting - July 20, 2017**

Meeting called to order

Review/Approve Minutes - July 6, 2017

Department Updates

Highway/Brent Smith - Road classification (Railroad bed), Turn around (Fortunati)

Town Clerk/Linda Nunn - follow up on Humane Society issue, Porta Potty at Frost Field

Mary Grant - Inventory, Comm. Bldg (painting)

Mark Shallberg - Update on Memory Wall/Survey with Cilley Family

Financials/Budget Update - Tax Rate, Budget questions

Open to Public & Other Business

Sign Orders & Open Mail

Set Agenda for Next Meeting - Aug. 3, 2017

Adjourn

Deborah made a motion at 8:49 PM to adjourn, Wade seconded and motion passed.

Respectfully submitted,

Debra Johnson

Select Board Secretary

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Wade Johnson, Sr.

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Deborah Jurist