

## GROTON CONSERVATION COMMISSION

### Minutes

November 16, 2010

Chairman Bruce Easom called the meeting to order at 6:30 p.m. in the Groton Country Club. Members Craig Auman, Marshall Giguere, and David Pitkin were also present. Members Nadia Madden, Peter Morrison, and Bill Neacy were absent. Conservation Administrator Barbara Ganem was present.

Commissioners previously received the updated survey bids for the NEFF Baddacook Pond property. All three bids (Ducharme & Dillis, David E. Ross Associates, Inc., and Beals & Thomas) were considered competent and responsive. Upon a motion by M. Giguere, seconded by D. Pitkin, it was

VOTED: to select Ducharme & Dillis as the lowest bidder for the required survey on the NEFF Baddacook Pond property.

The Commission has received a letter from Attorney Robert Collins outlining some additional work that will be necessary on the structural members of the dock ramp at Groton School. They previously filed for replacement of decking on both the docks and the ramp, and he would like the Commission's input on whether an additional filing is necessary. Members discussed whether an amendment to the Request for Determination of Applicability is possible and agreed to visit the site before making a decision.

Lot B1 at Academy Hill has been mostly demarcated with granite bounds. One corner has a large boulder with a drill hole, and members agreed this was satisfactory. The bound where an iron pin was set at the base of a tree is incorrect as the tree has been removed. Commissioners suggested there be four pins installed to mark what should have been the granite bound, and these can be set flush to the ground if this is to be an access way. The as-built plan should be corrected to reflect these changes.

B. Easom explained he, M. Giguere, and C. Auman met with Town Manager Mark Haddad and Land Use Director Michelle Collette to discuss the preparation of the 2010 performance evaluation for Conservation Administrator Barbara Ganem. It was agreed that members would have input into the evaluation. Upon a motion by C. Auman, seconded by D. Pitkin, it was

VOTED: to appoint Chairman Bruce Easom to be the facilitator and lead on behalf of the Commission in the performance evaluation for Barbara Ganem.

Town Manager Haddad said he has overall responsibility for the performance of Town Hall employees. Mr. Haddad, M. Collette, and B. Easom will sign off on the final document. M. Haddad agreed to the following procedure for preparing the annual performance evaluation of the Conservation Administrator:

- 1) The Conservation Commission Chairman and the Land Use Director will collaborate on preparing the review.
- 2) The Conservation Commission Chairman, the Land Use Director, and the Conservation Commission Administrator will sit together and review the performance of the Conservation Commission Administrator.
- 3) The Conservation Commission Chairman, Land Use Director, Town Manager, and Conservation Administrator will sign the review.
- 4) The goals for the coming year will be set jointly by the Conservation Commission Chairman, Land Use Director, and Conservation Administrator.

There being no further business, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Barbara V. Ganem  
 Conservation Administrator

**Approved as amended 11/23/10.**

EXHIBITS

Document	Source	Date
Survey bid \$7,400 Revised \$7,600	Ducharme & Dillis Civil Design Group	9/23/10 10/29/10 email
Survey bid \$18,500 Revised \$20,500	David E. Ross Associates, Inc.	9/28/10 10/19/10 email
Survey bid \$14,000 Revised – no change	Beals & Thomas	9/24/10 10/29/10
Letter Groton School Dock Replacement Request for Determination of Applicability	Robert L. Collins, Esq.	11/10/10
Academy Hill Bound Location Plan	Cornerstone Land Consultants, Inc.	10/18/10