

Select Board Meeting Packet

January 10, 2022

This is the Select Board preliminary preparation information packet. The content of this package is subject to change between when it is released and the start of the Select Board meeting. Such changes will not be posted to the web site before the meeting. If you see an item or items in the preliminary preparation package that are important to you, please attend the meeting in person.



Town Manager
Mark W. Haddad

TOWN OF GROTON

173 Main Street
Groton, Massachusetts 01450-1237
Tel: (978) 448-1111
Fax: (978) 448-1115

Select Board

Rebecca H. Pine, *Chair*
Alison S. Manugian, *Vice Chair*
Peter S. Cunningham, *Clerk*
Joshua A. Degen, *Member*
John F. Reilly, *Member*

SELECT BOARD MEETING MONDAY, JANUARY 10, 2022 AGENDA

VIRTUALLY ON ZOOM AND THE GROTON CHANNEL
PURSUANT TO THE OPEN MEETING LAW
ZOOM ID: 844 3658 6349

- 7:00 P.M. Announcements and Review Agenda for the Public
- 7:05 P.M. Public Comment Period
- I. 7:06 P.M. Town Manager's Report
1. Town Manager's Explanation of Agenda Items
 2. Update from Town Manager on COVID Protocols
 3. Call for 2022 Spring Town Meeting/Open-Close Warrant for the Meeting
 4. Update on Fiscal Year 2023 Proposed Operating Budget
 5. Update on Select Board Meeting Schedule Through Spring Town Meeting
- II. 7:10 P.M. Items for Select Board Consideration and Action
1. Consider Requiring All Paid Town Employees Receive COVID-19 Booster
- III. 7:15 P.M. In Joint Session with the Finance Committee – Presentation of Town Manager's Proposed Fiscal Year 2023 Operating Budget
- IV. 8:15 P.M. Consider Issuing Community Host Agreements for Recreational Marijuana License
- OTHER BUSINESS -Consider Extending the Town Manager's and One Member of the Select Board's Warrant Signing Authority for an Additional 30 days.
- ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed
- A. Water Department – Manganese Issue – PFAS Issue
 - B. Green Communities Application and Implementation
 - C. Florence Roche Elementary School Construction Project
 - D. Bystander Training
 - E. Mask Mandate
 - F. Electric Car Charging Stations

SELECT BOARD LIAISON REPORTS

- V. Minutes: Regularly Scheduled Meeting of December 20, 2021

ADJOURNMENT

Votes may be taken at any time during the meeting. The listing of topics that the Chair reasonably anticipates will be discussed at the meeting is not intended as a guarantee of the topics that will be discussed. Not all topics listed may in fact be discussed, and other topics not listed may also be brought up for discussion to the extent permitted by law.



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Town Manager
Mark W. Haddad

To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Agenda Update/Report*

Date: *January 10, 2022*

TOWN MANAGER'S REPORT

1. In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues, there are two items scheduled on Monday's Agenda. First, the Select Board will be meeting in joint session with the Finance Committee for the Presentation of the Town Manager's Proposed Fiscal Year 2023 Operating Budget. Second, the Board asked that time be set aside on the Agenda to consider making a decision on issuing Host Community Agreements for Adult Use Recreational Marijuana licenses.
2. A lot has happened since the Select Board last met with regard to dealing with the recent increase in COVID-19 infections due to the Omicron Variant. On December 29, 2021, Town Hall and the Center in West Groton were closed to the public and all employees began working remotely through at least January 18, 2022. Last week, I issued a new COVID Order/Policy (copy attached). We have set an additional policy requiring that all employees who come to work have to take a rapid test (we have purchased rapid tests by using ARPA funds for this purpose) through January 14, 2022. We will extend this, if necessary. If it is positive, they are sent home and told to get a PCR Test. For Public Safety employees, we have contracted through the Fire Department with a company to administer the PCR test so that we can get the results quicker. While we have had over 20 employees test positive for COVID, thankfully, we have not had an issue staffing Departments and continue to provide our outstanding services. I cannot say enough about our Department Heads and employees. They have all been nothing short of amazing getting us through this very difficult time period. As you know, it was our intention to have employees return to work (still keeping by Appointment Only) on January 18th. I have rethought this and would like to keep working remotely through the end of the month and return to work on January 31, 2022. We can review all of this and discuss it in more detail at Monday's meeting.
3. It is that time of year for the Board to call for the 2022 Spring Town Meeting. As you know, the default date for the Town Meeting is the fourth Monday in April. This year, that date is April 25, 2022. Given the success of holding the meeting on Saturdays, I would like the Board to consider holding the meeting on either Saturday, April 23, 2022, or Saturday, April 30, 2022. Enclosed with this report are three versions of the Town Meeting time line based on those three dates. The one consideration in choosing the Town Meeting date is how it impacts the date of the Annual Election. Should you call for the meeting on April 23rd or 25th, the Election would be on May 17, 2022. If you call for the meeting on April 30th, the Election would be held on May 24, 2022. We can discuss all of this in more detail at Monday's meeting.

Select Board
Weekly Agenda Update/Report
January 10, 2022
page two

4. With regard to the FY 2023 Proposed Operating Budget, the Finance Committee has set the date for the Saturday Budget Review Meeting on January 29, 2022 beginning at 8:30 a.m. The meeting will be broadcast on Zoom. Please mark your calendars.
5. I would like to propose the following meeting schedule through the end of the year:

Monday, January 10, 2022	Regularly Scheduled Meeting
Monday, January 17, 2022	No Meeting (Holiday)
Monday, January 24, 2022	Regularly Scheduled Meeting
Saturday, January 29, 2022	Joint Session with FinCom – Budget Hearing
Monday, January 31, 2022	Regularly Scheduled Meeting
Monday, February 7, 2022	Regularly Scheduled Meeting
Monday, February 14, 2022	Regularly Scheduled Meeting
Monday, February 21, 2022	No Meeting (Holiday)
Monday, February 28, 2022	Regularly Scheduled Meeting
Monday, March 7, 2022	Regularly Scheduled Meeting
Monday, March 14, 2022	Regularly Scheduled Meeting
Monday, March 21, 2022	No Meeting
Monday, March 28, 2022	Regularly Scheduled Meeting
Monday, April 4, 2022	Regularly Scheduled Meeting
Monday, April 11, 2022	Regularly Scheduled Meeting
Monday, April 18, 2022	No Meeting (Holiday)
TBD	2022 Spring Town Meeting

Obviously, this schedule is subject to change. I will work with the Chair over the next several weeks to plan Agenda items. We can discuss this in more detail at Monday's meeting.

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Select Board Member Degen has requested that the Select Board consider mandating that all paid full time and regular part time employees receive the COVID-19 Booster shot. Should the Board vote to do this, we would need to reach out to the Unions to bargain over the impact based on an agreement we signed with the DPW Union to settle their unfair labor practice charge. I support the Select Board taking this action. To determine the date that the employees would be required to get the booster shot would be six months after receiving the second Pfizer or Moderna vaccination or two months after receiving the Johnson and Johnson vaccination. We can discuss this in more detail at Monday's meeting.

MWH/rjb
enclosures



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Town Manager
Mark W. Haddad

Effective: January 3, 2022

Expires: Upon replacement or March 1, 2022

COVID POLICY

Purpose:

With the sharp uptick in the number of COVID-19 cases, the Town of Groton is adopting the updated guidelines for known cases of COVID and those exposed to COVID-19. These guidelines allow public safety managers AND Department Heads flexibility in order to maintain critical services to the community.

Applicability:

There are now 3 categories of employees, boosted, vaccinated and unvaccinated. For the purpose of this guidance employees will be considered "boosted" if they have received all COVID-19 vaccine doses, including a booster dose, as recommended by CDC. This status must be verified. Employees are considered "vaccinated" or "unvaccinated" if they have not received all COVID-19 doses, including a booster dose, as recommended by CDC.

Effective January 3, 2022 the following guidelines will be used in line with CDC guidelines for workers that fall in the above category; (for these purposes a Public Safety Employee includes employees within the Police, Fire, Communications, DPW and Water Departments; Conventional Employees are everyone else):

Work Restrictions for Critical Employees with SARS-CoV-2 infection

Vaccination status	Conventional Employee	Public Safety Employee	State of Emergency
Boosted, Vaccinated or Unvaccinated	10 days if asymptomatic or mildly symptomatic or 7 days with negative test or MD recommendation/note.	7 (test day 5-7) days or greater with negative viral (PCR) test and is asymptomatic or mildly symptomatic. In lieu of negative test, MD note may serve as clearance.	No work restrictions for public safety personnel, with prioritization considerations to asymptomatic or mildly symptomatic employees.

Work Restrictions for Asymptomatic Critical Employees with **known exposure**

Vaccination status	Conventional Employee	Public Safety Employee	State of Emergency
Boosted	No work restrictions with viral (PCR) on days 2 and 5 or after. Rapid tests days 1,3,4, Self-monitor for 10 days.	No work restrictions. Self-monitor for 10 days.	No restrictions.
Vaccinated or unvaccinated	10 days or 5 days with viral (PCR) after 5 th day	No work restrictions with viral (PCR) on days 2 and 5 or after. Rapid tests days 1,3,4, Self-monitor for 10 days.	No Restrictions, rapid test if possible.

*Any rapid tests must be recorded by witness or time stamped picture.

For calculating day of tests:

- 1) for those with infection consider day of symptom onset as day 0
- 2) for those with exposure consider day of exposure as day 0.

Conventional work restrictions will apply to non-critical employees such as Town Hall, Center and Library personnel.

Public safety work restrictions shall apply to all employees that serve as essential personnel whose functions are critical to the safety and security of the community.

Restrictions:

Employees must remain masked at all times when working within 6 feet or in a common workspace with other employees unless clear and irrefutable situation where a mask cannot be worn or in the case of public safety critical incident conditions can be identified.

Any employee that treats a medical patient or is in the same space shall wear a mask. All medical patients are to be considered immunocompromised until proven otherwise. Employees failing to wear a mask unless clear and irrefutable situation allowing for situation where a mask cannot be worn or incident critical conditions can be identified or removing their mask shall be subject to disciplinary action.

Additional resources:

Public Safety personnel may be tested for infected or exposed employees. Any tests must be pre-approved by department head and Fire Chief. No testing for the purposes of non-work related travel will be conducted.



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Town Manager
Mark W. Haddad

To: *All Departments, Boards, Committees and Commissions*

From: *Mark W. Haddad – Town Manager*

Subject: *Spring Town Meeting – Saturday, April 23, 2022*

Date: *January 11, 2022*

Please be advised that at the regularly scheduled meeting of the Select Board held on Monday, January 10, 2022, the Board voted to open the Warrant for the 2022 Spring Town Meeting. Please note that the Town Meeting will be held on Saturday, April 23, 2022. The Warrant will close at the close of business on Friday, February 25, 2022.

All articles should be submitted in writing to the Select Board as soon as possible to allow for as much time as possible for legal and financial review. All articles should be submitted with a written summary. These summaries will be included in the Spring Town Meeting Warrant so they must be submitted with the proposed Article. The following is the proposed timeline:

Tuesday, January 11 2022 -	Warrant for 2022 Spring Town Meeting Opens
Friday, February 25, 2022 -	Warrant for 2022 Spring Town Meeting Closes
Monday, February 28, 2022 -	Select Board conduct first review of Articles
Monday, March 14, 2022 -	SB – FINCOM Public Hearing on Articles
Monday, April 4, 2022 -	Select Board Finalize Warrant
Friday, April 8, 2022 -	Post Warrant
Saturday, April 23, 2022 -	Spring Town Meeting

As has been the case in the past, please plan on attending any meeting of the Select Board in which they review an article you have submitted. I will provide all Departments, Boards, Committees and Commissions with a schedule once it is developed.

Thank you for your attention to this matter. Please feel free to contact me with any additional questions or concerns.

MWH/rjb

cc: Select Board
Finance Committee
Michael Bouchard – Town Clerk
Jason Kauppi – Town Moderator
Brian Falk – Town Counsel



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Town Manager
Mark W. Haddad

To: *All Departments, Boards, Committees and Commissions*

From: *Mark W. Haddad – Town Manager*

Subject: *Spring Town Meeting – Monday, April 25, 2022*

Date: *January 11, 2022*

Please be advised that at the regularly scheduled meeting of the Select Board held on Monday, January 10, 2022, the Board voted to open the Warrant for the 2022 Spring Town Meeting. Please note that the Town Meeting will be held on Monday, April 25, 2022. The Warrant will close at the close of business on Friday, February 25, 2022.

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Monday, April 4, 2022 -	Select Board Finalize Warrant
Friday, April 8, 2022 -	Post Warrant
Monday, April 25, 2022 -	Spring Town Meeting

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Town Manager
Mark W. Haddad

To: *All Departments, Boards, Committees and Commissions*

From: *Mark W. Haddad – Town Manager*

Subject: *Spring Town Meeting – Saturday, April 30, 2022*

Date: *January 11, 2022*

Please be advised that at the regularly scheduled meeting of the Select Board held on Monday, January 10, 2022, the Board voted to open the Warrant for the 2022 Spring Town Meeting. Please note that the Town Meeting will be held on Saturday, April 30, 2022. The Warrant will close at the close of business on Friday, February 25, 2022.

All articles should be submitted in writing to the Select Board as soon as possible to allow for as much time as possible for legal and financial review. All articles should be submitted with a written summary. These summaries will be included in the Spring Town Meeting Warrant so they must be submitted with the proposed Article. The following is the proposed timeline:

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Monday, March 14, 2022 -	SB – FINCOM Public Hearing on Articles
Monday, April 11, 2022 -	Select Board Finalize Warrant
Friday, April 15, 2022 -	Post Warrant
Saturday, April 30, 2022 -	Spring Town Meeting

As has been the case in the past, please plan on attending any meeting of the Select Board in which they review an article you have submitted. I will provide all Departments, Boards, Committees and Commissions with a schedule once it is developed.

Thank you for your attention to this matter. Please feel free to contact me with any additional questions or concerns.

MWH/rjb

cc: Select Board
Finance Committee
Michael Bouchard – Town Clerk
Jason Kauppi – Town Moderator
Brian Falk – Town Counsel

**SELECT BOARD MEETING MINUTES
VIRTUAL MEETING
MONDAY, DECEMBER 20, 2021
UN-APPROVED**

SB Members Present: Rebecca H. Pine, Chair; Alison S. Manugian, Vice Chair; Peter S. Cunningham, Clerk; Joshua A. Degen, Member; John F. Reilly, Member
Also Present: Mark W. Haddad, Town Manager

Ms. Pine called the meeting to order at 7:00pm and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad said that he wanted to talk under Other Business about Town Hall Covid Protocols based on a meeting that happened that day.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that it was that time of year for the Board to consider its annual licenses. Mr. Haddad read the licenses on page one of the memo contained in the Board's packet and asked the Board to consider granting the licenses for 2022 with the hours and managers as presented.

Ms. Manugian made the motion to approve the licenses as presented. Mr. Reilly seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Haddad read the licenses on page two of the memo contained in the Board's packet and asked the Board to consider granting the licenses for 2022 with the hours and managers as presented.

Ms. Manugian made the motion to approve the licenses on this page as shown with the caveat that the Shaw's license was pending receipt of renewal paperwork. Mr. Cunningham seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Haddad read the licenses on page three of the memo contained in the Board's packet and asked the Board to consider granting the licenses for 2022 with the hours and managers as presented.

Ms. Manugian made the motion to approve the licenses as presented with the caveat that Bruno's license was pending receipt of renewal paperwork. Mr. Reilly seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Haddad read the licenses on page four of the memo contained in the Board's packet and asked the Board to consider granting the licenses for 2022 with the hours and managers as presented.

Mr. Cunningham made the motion to approve the licenses as presented. Ms. Manugian seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

2. Mr. Haddad said that the Board had received two requests for waiver of fees based on a policy the Board adopted last year. He said that the Select Board policy stated it would provide relief to holders of All- Alcoholic on Premise Liquor Licenses that were impacted by the COVID-19 Pandemic during Calendar Year 2021. He said that any business that was unable to sell/serve alcohol for an entire month during Calendar Year 2021 (through November 30, 2021 or during the State of Emergency, whichever ended first) could apply for a \$250 per month reduction on the calendar year 2022 license fee. Mr. Haddad said that it should be noted that Governor Baker lifted the State of Emergency on June 15, 2021. Mr. Haddad said he recommended that the maximum number of months that a waiver could be granted would be for six months. He said that two establishments had applied for the waiver, the Groton Station House and the Groton Publik House (Function Hall). He said that both establishments had provided documentation relative to their fee waiver request. Mr. Haddad said that the Groton Station House had requested a four-month waiver (or a reduction of \$1,000) and the Groton Publik House had requested an 11-month waiver (six month maximum or \$1,500). Mr. Haddad respectfully requested that the Select Board approve these waivers.

Mr. Degen said that when they discussed this last year, that they said it would be for the whole year. Mr. Haddad said that the policy specifically stated either November 30th or the end of the State of Emergency whichever ended/came to first.

Mr. Degen moved that they grant the fee waivers as requested applicable for 6 months for the Function Hall at the Country Club and 4 months for the Station House Restaurant. Mr. Cunningham seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Ms. Pine said that if things got worse again with Covid, she asked if could they be reminded to review this policy again in January. Mr. Haddad said that he would make a note to remind the Board as requested.

3. Mr. Haddad said that the Fire Union and Town had come to an agreement on a new 3-year contract. Mr. Haddad outlined the terms of the contract, specifically that the contract called for a cost of living increase of 2.5% on July 1, 2022, 2% on July 1, 2023 and 2% on July 1, 2024; a one-time cash bonus (not tied to the base) of 1.5% in year one of the contract only that would be paid out on the second pay period in July of 2022; a \$500 Covid stipend; small increase in education stipends; relining longevity pay and adding a 25 year level to bring it more in line with the police contract; a stipend for being a car seat technician; reimbursement for courses in Fire Science or a related field; and some other minor wording changes. Mr. Haddad said that the overall cost of the contract in FY23 was \$29K with another \$12K in one time stipend payments. He said that in year 2 of the contract the cost was \$18K and in year 3 it was \$17K. He said that he had met with both the Select Board and Finance Committee in Executive Session to review this proposed contract and he believed the Select Board was ready to consider ratifying this agreement.

Ms. Manugian moved to approved the contract as summarized. Mr. Cunningham seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Degen said it was important to recognize the Town Manager and his bargaining team for doing an excellent job negotiating this contract and to also thank the union for stepping up to the plate to meet the guidelines set forth. He said he thought it worked well for the Town, taxpayers and the employees.

NAMING OF REDSKIN TRAIL

Mr. Haddad said that the Board asked to continue the discussion on renaming of Redskin Trail. He said that they put the name Nipmuc Trail on the table for consideration at their last meeting but after hearing from a resident, the agreed to hold off and receive additional input from the residents living on Redskin Trail. Mr. Haddad said that the majority of residents on Redskin Trail that contacted the Select Board/Town Manager's Office over the past week voted in favor of the renaming the Road Nipmuc Trail. He said he received a petition this afternoon from the residents that 11 of them were recommending that the Select Board consider renaming the road Mountain Lakes Trail. He said that Ms. Collette had provided an email outlining the criteria for naming a road of which one criteria was that it not sound like another to avoid public safety confusion.

Ms. Pine provided some history behind how the name Nipmuc Trail came about. She explained that she reached out to the a Groton resident who had contact with someone from the Nipmuc Tribe. She said she spoke with a gentleman from the Nipmuc Tribe who provided her with the history. She said that the Nipmuc people were known as freshwater people and lived along the shores of the lakes and streams in this area which seemed fitting.

Mr. Cunningham said he was glad they waited a week based on the response from the residents this past week. He said he felt they should defer to what the majority of the residents preferred. He said that in some ways Nipmuc felt like a symbolic gesture t a tribe of people that were subjected to genocide by the settlers that settled here. He said that he was not in favor of using the name Nipmuc but instead going with the suggested name of the residents.

Ms. Manugian asked for clarification on what the residents had voted on. Mr. Haddad said that 6 residents reached out in favor of Nipmuc and 11 residents were in favor of Mountain Lakes Trail. He said that he sent out 27 letters in total.

Ms. Karen Lippert, a resident, said that there were 16 actual houses on the street and one empty house lot. She said that when she attended the meeting last week, the Board asked for a consensus. She said that a majority of the people had agreed on a name and wanted to be part of naming the street. Mr. Erich Garger, a resident, congratulated Ms. Pine and Mr. Jeff Pike for researching the name Nipmuc. He said that at one time Redskin Trail was found to be acceptable and wondered if they might find themselves in the same position 30-40 years ago if they named the road Nipmuc. He said that he thought majority should rule here and suggested that the Select Board name the road Mountain Lakes Trail.

Mr. Degen said he understood concerns over Nipmuc but strongly disagreed. He said that Indian was considered derogatory and should use native American. He said that Nipmuc was the name of an Indian tribe and didn't see it neging negative or misconstrued as derogatory. He said he thought it would be honorable to use that name. He said that as a resident, he too

would want input. He said if the residents wanted Mountain Lakes Trail, they should go along with it. Mr. Cunningham said he no way inferred Nipmuc was offensive and was sorry if it was heard that way. He said that the Nipmuc tribe was subject to genocide by the European settlers and all he was noting. He said he thought acknowledging the tribe might be better done by naming a common and not a street.

Mr. Reilly said he was happy to hear what Mr. Degen had to say. He said the most important part was that they rename the street and was glad the neighbors came together to recommend a name they liked.

Mr. and Mrs. Ayers, a resident, said she appreciated the idea behind Nipmuc but thought Mountain Lakes Trail was a better name. She thanked them for having a voice on this matter.

Ms. Pine asked why they chose Mountain Lakes and why it was fitting for this road. Mr. Degen asked if she had ever driven down the hilly road and probably why. Mr. Garger said that the road was an experience no matter which way you drove down it, from Lost Lake Drive or Whiley Road. Ms. Pine said that they technically weren't mountains. Mr. Reilly said that there was a long history of it being called the mountain lakes area dating back to the 1920's. Ms. Manugian said that she was struggling a little bit adding she felt it would be more appropriate to use Nipmuc and a nice way to honor them where the current road name has been seen as so negative. Ms. Pine said that they asked for input from the residents and received isolated suggestions but no proactive communication from the residents to come up with a suggested name by consensus prior to the first meeting. She said when the Nipmuc name was suggested, that's when the residents got active to resist that name. She said that there was a certain way that that was somewhat offensive in that there was a proposal to name the road and acknowledge the first inhabitants of the land which was the Nipmuc's. She said that this gave them the opportunity to replace a disparaging name with a name recognizing the first inhabitants. She said she was disappointed that the residents did not agree with that name and didn't think it reflected on them well as a town. She said she was also concerned about process here adding there was no requirement to receive input from the residents and was worried they were setting precedence. She said that if they didn't name this road Nipmuc, they should find a way to honor the inhabitants somehow.

Mr. Degen said that the Diversity Task Force had been discussing naming sections of the rail trail after historical things. He said that Nipmuc would be a great name to give the Groton section of the rail trail and worth considering. He said he thought Mountain Lakes Trail was a great name and had consensus from at least 3 members and the residents. He said he also disagreed with Ms. Pine in that he didn't think this was being disrespectful to the Nipmuc's adding he thought they should consider doing something even if it wasn't naming the road. Mr. Cunningham said he appreciated all the work that Ms. Pine did researching this adding he had also done some research but thought they should go with the consensus of the residents. Mr. Cunningham said he was very involved with the Rail Trail and DCR and thought naming the rail trail was something he could help inquire about.

Ms. Manugian moved to rename Redskin Trail as Nipmuc Trail. There was no second.

Mr. Degen moved that they rename Redskin Trail to Mountain Lakes Trail effective immediately. Mr. Cunningham seconded the motion. Mr. Haddad said that there was a process they had to follow and asked if they would please vote to rename the road and allow the Town Manager the time to take the necessary steps for notification, etc. Mr. Degen withdrew his motion.

Mr. Degen moved to Redskin Trail to Mountain Lakes Trail with due process by the Town Manager until such time as the name can formally be adopted. Mr. Cunningham seconded the motion.

Ms. Pine said that the good part of this discussion was that the Board was going to use the Nipmuc name to honor the inhabitants of the Town somewhere.

Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Cunningham said that the other good thing here was that they were able to change something they had wanted to see changed for a while.

TOWN MANAGER'S REPORT - CONTINUED

4. Mr. Haddad said that with regard to the FY 2023 Proposed Operating Budget, he would be submitting both the Town Manager's Proposed FY 2023 Operating Budget and FY 2023-FY 2027 Proposed Capital Plan later this week to both the Select Board and Finance Committee. He said that the Finance Committee had scheduled their Saturday morning budget review meeting for Saturday, January 22, 2022, with the backup date of January 29th and asked the Board to mark their calendars.

Ms. Manugian said that January 22nd was the MMA conference date. Mr. Haddad said that they would be starting at 8:30am. Mr. Robertson said that they would make a final decision soon adding the preferred date for the Finance Committee was for January 22nd. Mr. Haddad said that he would be sending out the budget as pdf's adding if anyone wanted a hard copy, to let him know.

5. Mr. Haddad said that this was the last meeting of 2021 and was going to work with the Chair to update the meeting schedule. He reviewed the Board's meeting schedule for the next couple of weeks.
6. Mr. Haddad said that because the Board was off for the next couple of weeks, he thought it might be a good opportunity for the Board to consider voting to authorize the Town Manager and one member of the Select Board to sign warrants for the next 30 days. Mr. Degen offered to sign on behalf of the Board.

Mr. Cunningham moved to authorize Mr. Degen and the Town Manager to sign off on warrants for the next 30 days. Mr. Reilly seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-abstain; Cunningham-aye; Pine-aye

SELECT BOARD ITEMS FOR CONSIDERATION

1. Mr. Haddad said that Ms. Dunbar had been working hard to research the membership of the Local Cultural Council. He said that she provided a memo to the Board. He said that to clear things up, she had reached out to all members. He said that Ms. Lathrop's appointment, after receiving clarification, should be for a three-year term of which she could serve two of those. He said that they would need to clear up that term limit. He asked the Select Board to clean up the Local Cultural Council and officially appoint the following members through the terms listed.

Name	Term Start Date	Term End Date
Kathleen Phelps	12/20/2021	6/30/2022
Jacquie Waters	12/20/2021	6/30/2022
David Zeiler	2/6/2017	6/30/2023
Christine Brooks	10/1/2018	6/30/2024
Leslie Lathrop	11/23/2021	6/30/2024

He said that there would still be 4 vacancies which they would try to fill. He asked the Board to consider taking that action that evening. Mr. Degen said that he appreciated Ms. Dunbar's work on this. He said he thought Mr. Zeiler's term should only be allowed through February 5, 2023 if they could only serve for 6 years. Mr. Haddad said that if they could go through June 30th, that would make it easier for tracking. Mr. Cunningham said that from what Ms. Dunbar said, the Town appeared to have discretion with term dates.

Ms. Manugian moved to appoint the 5 members that have stepped forward as summarized by the Town Manager with appreciation to the members and Ms. Dunbar for unscrambling this problem. Mr. Cunningham seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Haddad thanked Mr. Zeiler for his help with this and for agreeing to stay on until 2023 to help with any transition.

2. Mr. Haddad thanked Ms. Pine for her help spreading the word about the vacancies on the Zoning Board of Appeals adding that the Zoning Board of Appeals was recommending that the Board consider appointing Amanda Howard, Tom Peisel and Michael McCoy as Associate Members of the ZBA terms to expire June 30, 2022. Mr. Haddad respectfully requested that the Board consider taking this action.

Mr. Degen moved. Ms. Manugian seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

OTHER BUSINESS

Mr. Haddad said that the Fall Town Meeting authorized him to fill the vacant Truck Driver/Laborer position in the Highway Department. He said that they readvertised the position as the Board requested. He said that they received 11 applicants of which 3 were qualified and interviewed. He said that they offered the position to Donald Richard of Brookline NH. He said

that he cleared all background checks and physicals. Mr. Haddad said that he asked for the Chair's permission to bring him on Board adding he had just received his physical clearance that day.

Ms. Manugian made the motion. Mr. Cunningham seconded the motion. Mr. Haddad said that the appointment would be effective that day so Mr. Richard could give his notice. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Mr. Haddad said that they were conducting the meeting via Zoom that evening because they had had a lot of scares with Covid close contacts. He explained some of the contacts/positive cases this week so far. He said that he called a meeting of the department heads to discuss this and help him to make a recommendation. He said that they would have a skeleton crew next week due to the holidays and were comfortable being in the building next week. He said that they talked about shutting the Town Hall down and going full remote, closing the Town Hall to the public and make it by appointment only. He said he wanted to receive the Select Board's direction. He said that they were suggesting they close the Town Hall to the public and work by appointment only as of Monday, December 27th.

Ms. Manugian said she didn't know what the right answer was for Town Hall adding there was no mask mandate for the rest of the Town. She asked if there had been any discussion by the Board of Health on this. Mr. Haddad said that the Board of Health was taking that discussion up that evening. Mr. Cunningham said that most of the businesses in Town were asking people to mask up and thought they were moving in that direction even if they didn't make that decision that night.

Ms. Manugian asked if there was an update on what NABH was doing as far as contact tracing. Mr. Haddad said that NABH was following up on every call and contact tracing. Mr. Degen said he thought the most frequent users of Town Hall were the employees. He said that most of the communities around then had mask mandates. He said he thought they should go with the recommendation of the employees and close Town Hall to the public next Monday until such time the closure is lifted.

Mr. Degen moved that the Select Board close Town Hall to the general public except by appointment only effective Monday, December 27th at 8am until further notice. Ms. Manugian seconded the motion.

Mr. Cunningham asked what the programming at the Senior Center would look like going forward. Mr. Haddad said that he was meeting Ms. Shaheen the next day to discuss that.

Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

Ms. Pine asked if the Board of Health came up with a recommendation for a mask mandate for all public spaces could he just implement that without a vote of the Select Board. Mr. Haddad said that if the Board of Health took that vote, it would be mandated by them. He said that the Select Board would not need to take any action.

Mr. Haddad said that he recommended they go back to remote meetings at least through the month of January.

Ms. Manugian moved that all meetings be held remotely beginning December 27th until further notice. Mr. Cunningham seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-aye; Cunningham-aye; Pine-aye

ON-GOING ISSUES

Mr. Haddad said that they received a great update from Mr. Delaney and Mr. Kelly last week on the car charging stations. He said that the next day they received notice that they received a \$40K grant from DEP which would increase the number of stations they could install and would also be looking to install the Level 3 stations.

Mr. Haddad said that the Town received notice on Friday that the Senate, House and Governor had approved \$150K grant to install the sidewalks up to Groton Hill Music Center. He thanked Mr. Degen for pushing this request forward. Ms. Manugian asked about the possibility of linking the sidewalk down Peabody Street to Groton School. Mr. Haddad said that Mr. Delaney was looking into that.

MINUTES

Mr. Cunningham moved to approve the minutes of the regularly scheduled meeting of December 13, 2021 as amended. Ms. Manugian seconded the motion. Roll Call: Manugian-aye; Reilly-aye; Degen-abstain; Cunningham-aye; Pine-aye

Ms. Pine adjourned the meeting at 8:26pm.

Approved: _____
Peter S. Cunningham, Clerk

respectfully *submitted*:
Dawn Dunbar, Executive Assistant

Date Approved: