



TOWN OF GROTON

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

Select Board

John F. Reilly, *Chair*
Rebecca H. Pine, *Vice Chair*
Matthew F. Pisani, *Clerk*
Alison S. Manugian, *Member*
Peter S. Cunningham, *Member*

Town Manager
Mark W. Haddad

SELECT BOARD MEETING

MONDAY, JUNE 12, 2023

AGENDA

SELECT BOARD MEETING ROOM

2nd FLOOR

GROTON TOWN HALL

- | | |
|---------------|--|
| 7:00 P.M. | Annual Reorganization of the Select Board – Per Select Board Operational Policy, Town Manager Calls Meeting to Order and Calls for Nominations for Chair |
| 7:05 P.M. | Announcements and Review Agenda for the Public |
| 7:06 P.M. | Public Comment Period |
| I. 7:10 P.M. | Town Manager's Report |
| | <ol style="list-style-type: none">1. Approve Bond Anticipation Notes for the Florence Roche Elementary School Construction Project2. Update from Town Manager on First Meeting of Town Manager's Tri-Com Working Group3. Update on Select Board Meeting Schedule Through Labor Day |
| II. 7:15 P.M. | Items for Select Board Consideration and Action |
| | <ol style="list-style-type: none">1. Consider Making Annual Appointments of the Select Board2. Approve Revised MOU for the North Central Climate Change Coalition3. Approve One Day Beer and Wine License for a Private Event at the Salt and Light Café to be held on June 16, 2023 from 6:30 p.m. to 9:30 p.m. |

OTHER BUSINESS

ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed

- A. Water Department – Manganese Issue
- B. PFAS Issue
- C. Green Communities Application and Implementation
- D. Florence Roche Elementary School Construction Project
- E. ARPA Funding

SELECT BOARD LIAISON REPORTS

- III. Minutes: Regularly Scheduled Meeting of June 5, 2023

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: *June 12, 2023*

TOWN MANAGER'S REPORT

This will be the meeting that the Board conducts its Annual Reorganization. To that end and per Board policy, the Town Manager will call the meeting to order and accept nominations for Chair. Once the new Chair is selected, a Vice Chair and Clerk will need to be chosen. In addition to the Town Manager's Report and a review of the On-going Issues List, there are no scheduled Agenda Items.

1. Hannah Moller will be in attendance at Monday's meeting to request that the Board approve and sign the Bond Anticipation Notes for the latest borrowing (\$28,340,300) for the Florence Roche Elementary School Construction Project. The bid has been awarded to Jeffries LLC for their bid of an NIC (net interest cost) of 3.683464, which includes a premium of \$230,123.24. The Town had originally estimated a 4.5% interest rate with a premium of \$166,366.71. Based on this, the Debt Budget can be reduced by approximately \$307,000, which is good news for our taxpayers thanks to our AAA Bond Rating. Enclosed with this report are the results of the BAN. We can discuss this in more detail at Monday's meeting.
2. On Monday afternoon (June 12th, prior to the Select Board Meeting), we will be holding the first meeting of the Town Manager's Tri-Com Working Group. The Working Group is made up of Alison Manugian and Matt Pisani of the Select Board; Bud Robertson and Mary Linskey of the Finance Committee; and Fay Raynor and Brian LeBlanc of the Groton Dunstable Regional School District Committee. Assistant Finance Director/Town Accountant Patricia DuFresne, School District Superintendent Laura Chesson and School District Business Manager Sherry Kersey will also be part of the Working Group. I would like to take a few minutes at Monday's meeting updating the Board on the outcome of the first meeting.
3. Please see the update to the meeting schedule that will take the Board through Labor Day:

Monday, June 19, 2023

No Meeting (Juneteenth Holiday)

Continued on Next Page – Over >

Select Board
Weekly Agenda Update/Report
June 12, 2023
page two

3. Continued:

Monday, June 26, 2023	-Discuss Town Meeting Issues
	-Preliminary Review of FY 2023 Line-Item Transfers
Monday, July 3, 2023	No Meeting (July 4th Holiday)
Monday, July 10, 2023	-Meet in Joint Session with the Finance Committee to Approve FY 2023 Line-Item Transfers
	-Set the Date and Open the Warrant for the 2023 Fall Town Meeting
Monday, July 17, 2023	Regularly Scheduled Meeting
Monday, July 24, 2023	No Meeting
Monday, July 31, 2023	Regularly Scheduled Meeting
Monday, August 7, 2023	No Meeting
Monday, August 14, 2023	Regularly Scheduled Meeting
Monday, August 21, 2023	No Meeting
Monday, August 28, 2023	Regularly Scheduled Meeting
Monday, September 4, 2023	No Meeting (Labor Day Holiday)
Monday, September 11, 2023	Regularly Scheduled Meeting

We can discuss this schedule in more detail at Monday's meeting.

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Attached with this Report are the proposed Annual Appointments of the Select Board. I would respectfully request that the Select Board consider making these appointments at Monday's meeting.
2. Last year, the Select Board approved a Memorandum of Understanding for the North Central Climate Change Coalition (NC4). The Town Administrator of Pepperell was concerned that the originally approved documents did not require strict compliance with the Open Meeting Law and wanted to ensure that the organization would comply. The MOU has been updated to require this compliance. It is attached to this Report for your review and approval. In addition, I would request that the Select Board vote to designate Phil Francisco, Ginger Vollmar and Charlotte Weigel as the Town's Representative on NC4.
3. I would respectfully request that the Board approve a One Day Beer and Wine License for a Private Event at the Salt and Light Café to be held on June 16, 2023 from 6:30 p.m. to 9:30 p.m.

MWH/rjb
enclosure

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Groton, Massachusetts, certify that at a meeting of the board held June 12, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were passed, ____ in favor and ____ against, all of which appear upon the official record of the board in my custody:

Voted: We hereby determine, in accordance with G.L. c. 70B, that the cost of the Florence Roche Elementary School project authorized by vote of the Town passed on May 1, 2021 (Article 8) and excluded from the limitations of Proposition 2½, so-called, by a vote of the Town passed May 25, 2021 (Question 1), being financed with proceeds of a portion of the Notes defined below, together with all other bonds and notes of the Town previously issued to pay costs of this project, does not exceed the portion of the total cost of the project that is not being paid by the school facilities grant and we hereby approve the issuance of notes and bonds to finance this project under G.L. c. 70B.

Further Voted: to approve the sale of \$28,340,300 4.5 percent General Obligation Bond Anticipation Notes (the "Notes") of the Town dated June 23, 2023, payable June 21, 2024, to Jefferies LLC at par and accrued interest plus a premium of \$230,123.24.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 30, 2023, and a final Official Statement dated June 6, 2023, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the and Notes and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Notes (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: June 12, 2023

Clerk of the Select Board

133192366v.3



11:00:54 a.m. EDT

Upcoming Calendar

Overview

Compare

Summary

Bid Results

Groton (Town)
\$28,340,300 General Obligation Bond Anticipation Notes

The following bids were submitted using **PARITY**[®] and displayed ranked by lowest NIC.
Click on the name of each bidder to see the respective bids.

Amount Awarded (M)	Bidder Name	NIC	Bid Amount
<input type="text"/>	Jefferies LLC	3.683464	28,340.3M
<input type="text"/>	Oppenheimer & Co., Inc.	3.691508	28,340.3M
<input type="text"/>	J.P. Morgan Securities LLC	3.699777	28,340.3M
<input type="text"/>	TD Securities	3.707821	28,340.3M
<input type="text"/>	BofA Securities	3.738994	28,340.3M

Awarded Totals	<input type="text" value="0M"/>		141,701.5M
Issue Size	28,340.3M		

*Awarding the Bonds to a specific bidder will provide you with the Reoffering Prices and Yields.



Upcoming Calendar

Overview

Result

Excel

Print

Jefferies LLC - New York , NY's Bid

PARITY**Groton (Town)****\$28,340,300 General Obligation Bond Anticipation Notes**

For the aggregate principal amount of \$28,340,300.00, we will pay you \$28,570,423.24, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate:

Maturity Date	Amount \$	Coupon %	Yield %	Dollar Price
06/21/2024	28,340.3M	4.5000	3.5500	100.912

Bid: 100.812000

Premium: \$230,123.24

Net Interest Cost: \$1,038,105.19

NIC: 3.683464

Time Last Bid Received On:06/06/2023 10:52:18 EDST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: Jefferies LLC, New York , NY

Contact: Dan Kiley

Title:

Telephone:212-336-7163

Fax:

Issuer Name: Town of Groton

Company Name: _____

Accepted By: _____ Accepted By: _____

Date: _____ Date: _____

[Upcoming Calendar](#) [Overview](#) [Result](#) [Excel](#) [Print](#)

Oppenheimer & Co., Inc. - Philadelphia , PA's Bid

**Groton (Town)**
\$28,340,300 General Obligation Bond Anticipation Notes

For the aggregate principal amount of \$28,340,300.00, we will pay you \$28,568,156.01, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate:

Maturity Date	Amount \$	Coupon %	Yield %	Dollar Price
06/21/2024	28,340.3M	4.5000	3.4500	101.009

Bid: 100.804000

Premium: \$227,856.01

Net Interest Cost: \$1,040,372.42

NIC: 3.691508

Time Last Bid Received On:06/06/2023 10:57:17 EDST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: Oppenheimer & Co., Inc., Philadelphia , PA
Contact: Darren Smith
Title: Executive Director
Telephone:215-656-2893
Fax: 215-656-2896

Issuer Name: Town of Groton

Company Name: _____

Accepted By: _____

Accepted By: _____

Date: _____

Date: _____



Upcoming Calendar

Overview

Result

Excel

Print

J.P. Morgan Securities LLC - New York , NY's Bid



Groton (Town)

\$28,340,300 General Obligation Bond Anticipation Notes

For the aggregate principal amount of \$28,340,300.00, we will pay you \$28,706,740.08, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate:

Maturity Date	Amount \$	Coupon %	Yield %	Dollar Price
06/21/2024	28,340.3M	5.0000	3.6000	101.344

Bid: 101.293000

Premium: \$366,440.08

Net Interest Cost: \$1,042,702.61

NIC: 3.699777

Time Last Bid Received On:06/06/2023 10:47:07 EDST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: J.P. Morgan Securities LLC, New York , NY

Contact: Ravi Thaker

Title: Associate

Telephone:212-834-7224

Fax:

Issuer Name: Town of Groton

Company Name: _____

Accepted By: _____

Accepted By: _____

Date: _____

Date: _____



Parity Calendar

Deal List

[Upcoming Calendar](#) [Overview](#) [Result](#) [Excel](#) [Print](#)

TD Securities - New York , NY's Bid

PARITY

Groton (Town)
\$28,340,300 General Obligation Bond Anticipation Notes

For the aggregate principal amount of \$28,340,300.00, we will pay you \$28,704,472.86, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate:

Maturity Date	Amount \$	Coupon %	Yield %	Dollar Price
06/21/2024	28,340.3M	5.0000	3.6500	101.295

Bid: 101.285000
Premium: \$364,172.86
Net Interest Cost: \$1,044,969.83
NIC: 3.707821
Time Last Bid Received On:06/06/2023 10:43:48 EDST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: TD Securities, New York , NY
Contact: Chris Dimon
Title:
Telephone:212-827-7171
Fax:

Issuer Name: Town of Groton

Company Name: _____

Accepted By: _____ Accepted By: _____

Date: _____ Date: _____



Parity Calendar

Deal List

Upcoming Calendar

Overview

Result

Excel

Print

BofA Securities - New York , NY's Bid

PARITY**Groton (Town)****\$28,340,300 General Obligation Bond Anticipation Notes**

For the aggregate principal amount of \$28,340,300.00, we will pay you \$28,695,687.36, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate:

Maturity Date	Amount \$	Coupon %	Yield %	Dollar Price
06/21/2024	28,340.3M	5.0000	3.6000	101.344

Bid: 101.254000

Premium: \$355,387.36

Net Interest Cost: \$1,053,755.33

NIC: 3.738994

Time Last Bid Received On:06/06/2023 10:54:41 EDST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: BofA Securities, New York , NY

Contact: Robert Holmes

Title:

Telephone:212-449-5081

Fax:

Issuer Name: Town of Groton

Company Name: _____

Accepted By: _____ Accepted By: _____

Date: _____ Date: _____

Certificate of Award

I, the Treasurer of the Town of Groton, Massachusetts, hereby award the \$28,340,300 General Obligation Bond Anticipation Notes dated June 23, 2023 (the "Notes") to the bidder or bidders submitting the bid or bids attached hereto in accordance with the terms set forth in the attached bid or bids and in the Notice of Sale dated May 30, 2023, relating to the Notes, subject to the approval of this award by the Select Board.

Date: June 6, 2023

Treasurer



TOWN OF GROTON

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

SELECT BOARD

John F. Reilly, *Chair*
Rebecca H. Pine, *Vice Chair*
Matthew F. Pisani, *Clerk*
Alison S. Manugian, *Member*
Peter S. Cunningham, *Member*

Town Manager
Mark W. Haddad

MEMORANDUM

TO: Mark Haddad, Town Manager
FROM: Kara Cruikshank, Executive Assistant to the Town Manager
DATE: June 6, 2023
RE: Select Board 2023 Annual Appointments

OFFICIALS APPOINTED BY THE SELECT BOARD

FIRE CHIEF

Steele McCurdy 2026

BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE SELECT BOARD

AFFORDABLE HOUSING TRUST FUND

Becky Pine 2025
Richard Perini 2025
Charles Vander Linden 2025

CAPITAL PLANNING ADVISORY COMMITTEE

Vacancy 2026

COMMEMORATIONS & CELEBRATIONS COMMITTEE

Donald Black 2024
Gail Chalmers 2024
Michael F. Luth 2024
Steele McCurdy 2024
Jennifer Moore 2024

COMPLETE STREETS COMMITTEE

George Barringer 2024
Peter Cunningham 2024
R. Thomas Delaney Jr. 2024
Stephen Legge 2024
Takashi Tada 2024
Gordon Row 2024
Kristen Von Campe 2024
Vacancy 2024

CONSERVATION COMMISSION

Bruce H. Easom 2026
Olin Lathrop 2026

COUNCIL ON AGING

Judith Polumbo O'Brien	2026
Dorothy Zale	2026
Lois Young	2026
Harris Mcwade	2025
Vacancy	2025

DESTINATION GROTON COMMITTEE

Mairi Elliott	2024
Jeff Gordon	2024
Julie Platt	2024
Joni Parker-Roach	2024
Greg Sheldon	2024

DIVERSITY TASK FORCE

Gordon Candow	2024
Michelle Collette	2024
Susan Hughes	2024
Raquel Majeski	2024
Deidre Slavin-Mitchell	2024
James Moore	2024
Barbara Rich	2024
Fran Stanley	2024

HOUSING PARTNERSHIP

Peter S. Cunningham	2024
Anna Eliot	2024
Richard Perini	2024
Vacancy	2024

INVASIVE SPECIES COMMITTEE

Jonathan Basch	2024
Brian Bettencourt	2024
Adam Burnett	2024
Ann Carpenter	2024
Richard Hewitt	2024
Olin Lathrop	2024
Ron Strohsahl	2024
Charlotte Weigel	2024
Ben Wolfe	2024

LOCAL CULTURAL COUNCIL

Vacancy	2029
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**LOWELL REGIONAL TRANSIT
AUTHORITY**

Ashley Shaheen	2024
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MBTA ADVISORY BOARD

John Reilly	2024
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**MONTACHUSETT JOINT
TRANSPORTATION COMMITTEE**

Russell Burke (PB) 2024

**MONTACHUSETT REGIONAL
PLANNING COMMITTEE**

Russell Burke 2024

Peter Cunningham 2024

PERSONNEL BOARD

Leonard Adjety 2026

SCHOLARSHIP COMMITTEE

Kate Dennison 2026

SUSTAINABILITY COMMISSION

Alison Peterson 2024

Andrew Scott 2024

Bruce Easom 2024

David Southwick 2024

James Allen 2024

Jim Simko 2024

Phil Francisco 2024

Virginia Vollmar 2024

Charlotte Weigel 2024

Vacancy 2024

TAX RELIEF FOR ELDERS AND THE DISABLED COMMITTEE

Garrett Boles 2024

Charles Vander Linden 2024

Hannah Moller 2024

Louis Dimola 2024

Pascal Miller 2024

ZONING BOARD OF APPEALS

Daniel McLaughlin 2026

Tom Peisel 2026

Russel Harris (Associate Member) 2024

Gus Widmayer (Associate Member) 2024

Vacancy (Associate Member) 2024

BOARD OF REGISTRARS

Please see attached memo from Dawn Dunbar, Town Clerk



Office of the Town Clerk – Notary Public
Town of Groton
173 Main Street
Groton, MA 01450

Dawn E. Dunbar, Town Clerk
Phone: 978-448-1100
FAX: 978-448-2030
ddunbar@grotonma.gov

TO: *Town Manager, Mark Haddad and Members of the Select Board*

FROM: *Dawn Dunbar, Town Clerk*

DATE: *May 17, 2023*

RE: *2023 Board of Registrars Appointment*

As you are aware, each year the term of one member of the Board of Registrars expires. In 2023, the term of Jane Fry (D) is due to expire on June 30th. Please accept this letter as a request to appoint a member to the Board of Registrars for a three (3) year term to expire June 30, 2026.

Under Mass General Law Chapter 51 Section 15, *“the selectmen (select board) or the appointing authority shall so appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties”*. The current makeup of the Board of Registrars is: One (1) Republican member, Two (2) Democratic members, and One (1) Unenrolled (Dawn Dunbar). Please note that only the Town Clerk may be an “Unenrolled” member.

The current composition of the Board of Registrars, including term end dates is as follows:

- | | |
|-----------------------|---------------------------|
| • Jane Fry (D) | Term Expiring 2023 |
| • Gregory Baran (R) | Term to expire in 2024 |
| • Marvin Caldwell (D) | Term to expire in 2025 |
| • Dawn Dunbar (U) | as Town Clerk (MGL 51:15) |

I have provided you on page 2 of this memo a history of the Registrars makeup as well as the past and current voter demographics for Groton.

The Groton Democratic and Republican Town Committees have both submitted nominations, for consideration by the Select Board for appointment to the Registrar position expiring in 2023. I have attached a copy of their letters to this memo.

- The Democratic Town Committee has nominated:
 - Jane Fry of 74 Willowdale Road
- The Republican Town Committee has nominated:
 - Paul Martel of 7 Arrow Trail
 - Martina Calnan of 716 Lowell Road
 - Carrie Kneeland of 13 Anthony Drive

I look forward to discussing this with you further at an upcoming Select Board meeting and thank you in advance for your consideration of this request.



Office of the Town Clerk – Notary Public
 Town of Groton
 173 Main Street
 Groton, MA 01450

Dawn E. Dunbar, Town Clerk
 Phone: 978-448-1100
 FAX: 978-448-2030
ddunbar@grotonma.gov

History of Board of Registrars Membership by Party

	<u>Democratic Members</u>	<u>Republican Members</u>
2013 to 2023	2	1
2001 to 2012	1	2

Historical Groton Voter Demographics

	<u>April 2023</u>	<u>April 2022</u>	<u>June 2021</u>	<u>August 2020</u>	<u>April 2019</u>
Unenrolled	5,857 (67%)	5,714 (66.2%)	5,572 (65.2%)	5,493 (64%)	5,203 (63.6%)
Democratic	1,836 (21%)	1,845 (21.3%)	1,877 (21.9%)	1,885 (22%)	1,771 (21.6%)
Republican	972 (11%)	1,003 (11.6%)	1,030 (12%)	1,118 (13%)	1,149 (14%)
Other	62 (<1%)	67 (<1%)	66 (<1%)	65 (~1%)	58 (~1%)

Groton Democratic Town Committee

c/o Box 292, Groton, MA 01450

GrotonDTC@gmail.com

www.grotondemocrats.com

www.facebook.com/GrotonDemocraticTownCommittee

April 29, 2023

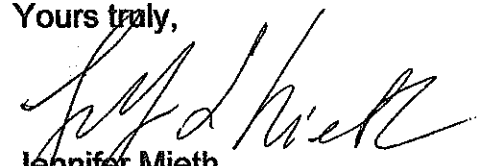
Ms. Dawn Dunbar
Groton Town Clerk
Town Hall
173 Main Street
Groton, MA 01450

Dear Ms. Dunbar:

At the April 23, 2023, meeting of the Groton Democratic Town Committee we voted to submit the name of Jane E. Fry for nomination for another term on the Board of Registrars. We find that she has served well and fairly in the role, especially through the recent recount.

We recognize that the request was to submit three names for the Select Board to consider, however, there are many restrictions on who can serve as a registrar. Groton is a small town and its active community members often wear multiple hats and find themselves disqualified from serving on this board as well. We believe we nominate a qualified candidate for consideration.

Yours truly,



Jennifer Mieth
Chair

Dawn Dunbar

From: Chairman Groton Republican Town Committee Paul Fitzgerald <ChairmanGRTC@protonmail.com>
Sent: Tuesday, May 16, 2023 3:25 PM
To: Dawn Dunbar
Subject: Re: FW: Solicitation for Board for Registrars Appointment

Dawn,

For the open position on the Board of Registrars, the Groton Republican Town Committee is pleased to nominate:

Paul Martel (7 Arrow Trail)
Martina Calnan (716 Lowell Rd)
Carrie Kneeland (13 Anthony Drive)

Thank you,

Paul

Paul Fitzgerald
Chairman Groton Republican Town Committee
Groton, MA 01450
ChairmanGRTC@proton.me

Sent from Proton Mail for iOS

Memorandum of Understanding

Memorandum of Understanding (MOU) between _____

and members of the North Central Climate Change Coalition

I. BACKGROUND

The North Central Climate Change Coalition (NC4) is composed of municipal and civic leaders across Massachusetts Congressional District 3 working on the frontlines of climate change resistance, resilience, and adaptation.

We see first-hand climate change's impacts to the health and well-being of our communities, to our natural and built environment and are taking action to address them. Our hopes are to harness the power of people and communities working together to build awareness and attract funding for regional efforts to address already baked in climate impacts and opportunities to create a healthier and safer future.

Mission: The mission of NC4 is to foster and strengthen regional municipal collaborative efforts to combat climate change through:

- 1) shared projects, educational efforts, and best practices, and
- 2) informing local, state, and federal legislative actions.

Since convening on an informal basis in the Summer of 2021, people from 16 of the 37 communities in the 3rd Congressional District have met regularly to share knowledge on climate initiatives in their communities and ideas for how a regional group of communities could more effectively work together. The creation of this MOU is the next step in codifying and fortifying our efforts.



II. PURPOSE

This MOU defines the relationship between NC4 and the Municipal and Organizational Partners comprising NC4, and the roles each is expected to play.

III. DESCRIPTION OF PARTNERS and STATEMENT OF MUTUAL BENEFIT AND INTEREST

Climate change impacts and opportunities are not contained within municipal boundaries. Consequently, strategies and actions to mitigate and adapt to climate change may benefit from cooperation and coordination amongst municipalities, and with civic groups and individuals active within and across municipalities. Parties to this MOU will have a shared goal of helping to create a healthier and safer climate for people in the 3rd Congressional District.

The parties to this MOU include but are not limited to:

- Municipalities in or adjoining the 3rd Congressional District.
 - Appointed municipal representative(s) with the right to participate on behalf of their town/city. Each municipal party is entitled to one vote.
- Other Civic Organizations active in the 3rd Congressional District:
 - Designated representatives of civic organizations have exclusive right to participate on behalf of their organization. Civic organizations do not have voting rights.
- North Central Climate Change Coalition (NC4):

The above parties agree that it is to their mutual benefit and interest to work cooperatively to achieve this collective mission and their individual mission.

V. RESPONSIBILITIES

NC4 SHALL

- Require a minimum of at least five (5) municipality signatories to this MOU to operate as an official entity under Commonwealth Open Meeting Law requirements.
- Hold monthly meetings, unless otherwise scheduled at the request of a municipal member.
 - Quorums. A quorum for any meeting of the NC4 will consist of a simple majority of all municipality signatories to this MOU at the time a meeting takes place. A municipality is considered represented if its appointed representative is present.
 - Meetings. Meetings of the NC4 will be called on a regular monthly basis. Special meetings will be called as may be required by urgent business.
 - Meetings of NC4 will be either virtual or hybrid to minimize our carbon footprint while best serving our large geographic region.
 - Notice of each meeting with a preliminary agenda will be emailed/mailed at least forty-eight (48) hours in advance, not including Saturday and Sunday, to all NC4 representatives and communities in accordance and compliance with Massachusetts Open Meeting Laws and requirements.
 - Follow Roberts Rules of Order
 - The public may attend and comment upon recognition by Chair/Moderator, but may not vote on any agenda item/project.

- NC4 will make efforts to ensure transparency including:
 - Publicly announcing meeting times
 - Keeping and sharing meeting minutes and/or recordings
 - Maintaining a website to share information.

EACH PARTY SHALL:

- Endeavor to coordinate priorities, actions, and resources for the greater good of the NC4 communities.
- Recognize that other organizations and agreements may be involved, but are not listed as partners, and may assist in endeavors critical to the purposes of this MOU under separate formal arrangements. Such assistance may include but not be limited to: managing funds, writing grant applications, professional services, providing consultation, education, and facilitation.
- Make updates from the NC4 an agenda item when needed.
- Share relevant data with the NC4.
- Appoint one or more representatives to NC4 to attend NC4 meetings on behalf of the party.

VI. TERMS OF UNDERSTANDING

The term of this MOU is for a period of 2 *years* from the effective date of this agreement (once there are at least 5 municipal signatories) and may be extended upon written mutual agreement. It shall be reviewed at least annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Either party may terminate this MOU upon thirty (30) days written notice without penalties or liabilities.

VII. AUTHORIZATION

The signing of this MOU is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the objectives stated in the MOU.

On behalf of the organization I represent, I wish to sign this MOU and contribute to its further development.

Municipality: _____ Date: _____

Name of the Chair of the Select Board/Council/Mayor

Signature

Organization Name: _____ Date: _____

Name of the Organization's Executive Director

Signature

Name of designated representative(s)

Signature

Name of designated representative(s)

Signature

North Central Climate Change Coalition (NC4)

Terms of Reference

Coalition Boundaries and Membership

1. Towns/cities and civic organizations in, or adjoining, the Massachusetts' 3rd Congressional District (CD-3) are eligible to participate in NC4.
2. Municipalities in or adjoining CD-3
 - a. Designated municipal representatives have exclusive right to participate on behalf of their towns/cities.
 - b. Municipalities have voting rights.
3. Civic organizations located within CD-3
 - a. Designated representatives of civic organizations have exclusive right to participate on behalf of their organizations.
 - b. Civic organizations do not have voting rights.

Meetings

1. Meetings will be held monthly, unless otherwise scheduled at the request of a municipal member.
2. Meeting minutes will be recorded by a designated member.
3. A quorum for any meeting of the NC4 will consist of a simple majority of all municipality signatories to this MOU at the time a meeting takes place. A municipality is considered represented if one or more of its members is present.
4. Meetings will be either virtual or hybrid to minimize our carbon footprint while best serving our large geographic region.
 - a. Follow Roberts Rules of Order.
 - b. Public may attend and comment upon recognition by Chair/Moderator, but may not vote on any agenda item/project.
 - c. Notice of each meeting with a preliminary agenda will be emailed/mailed at least forty-eight (48) hours in advance, not including Saturday and Sunday, to all NC4 representatives and communities in accordance and compliance with Massachusetts Open Meeting Laws and requirements.

Voting

1. Each municipality receives one vote.
 - a. The goal is to achieve consensus on all matters. If no consensus is reached, a vote will require 2/3 vote of the quorum for passage.
 - b. Cannot conflict with statutory obligations of municipalities.

Organizational Structure

1. Elected Positions
 - a. *[List and describe duties/terms]*
2. Working Groups
 - a. *[List and describe]*

Nominations and Elections

[Insert procedures]



TOWN OF GROTON

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

SELECT BOARD

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

Town Manager
Mark W. Haddad

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Josiah Coleman

Applicant's Address: 159 Main Street

Applicant's Contact Information: 978-843362 / Josiah@saltandlight.cafe
Telephone # E-Mail Address

Organization Name: Salt + Light Cafe

Name of Event: Private Event

Description of Event: private event renting our dining space

The Applicant is: ☒ Non-profit Organization or ☒ For Profit Organization

Date of Event: 6/16/23

Hours of Event: 6:30 - 9:30 PM

Location of Event: Salt + Light Cafe

License For: ☒ All Alcoholic Beverages - Issued only to a non-profit organization
☒ Wine and Malt Beverages Only

Applicant's Signature: [Signature] Date: 6/3/23

A completed application, along with a copy of the Applicant's Certificate of Insurance naming the Town of Groton as additionally insured, should be submitted to the Select Board's Office along with payment in the form of a bank or certified check in the amount of \$50.00 for All Alcohol License or \$40.00 for Wine and Malt Beverages Only made payable to the Town of Groton. Groton Select Board approval is required at a public meeting of the Board.

Please submit the application, certificate of insurance and payment at least 3 weeks in advance of the event for which the license is being applied.

**SELECT BOARD MEETING MINUTES
MONDAY, JUNE 5, 2023
UN-APPROVED**

SB Members Present: John Reilly, Chair; Rebecca H. Pine, Vice Chair; Matthew F. Pisani, Clerk; Peter Cunningham

SB Members Absent: Allison S. Manugian

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Nik Gualco, Conservation Commission Administrator; Allie Miller, Conservation Commission Member; Anne Gagnon, Department of Fish and Game Land Agent

Mr. Reilly called the meeting to order at 7:00 PM and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad said the Select Board's Office would be closed on Wednesday, June 7, 2023. He and Executive Assistant Kara Cruikshank will attend the Mass Buys Conference in Boston, MA.

Mr. Pisani announced that the Groton Riverfest would be held on Sunday, June 11th, from 11:00 a.m. to 4:00 p.m. The Deluxe Corp, at 500 Main Street, will provide parking for the event.

Treasurer/Collector Hannah Moller mailed West Groton residents a notice advising that their quarterly water district taxes will now be included as a separate line item on their real estate tax bills. This notice included a sample bill of their tax bills beginning July 1, 2023. This change has been made to simplify the billing process and make it more convenient for residents to keep track of their water district taxes. Including the water district taxes on the real estate tax bill will not change the amount owed. It means residents will receive one bill that includes both real estate and water district taxes instead of separate bills.

PUBLIC COMMENTS

None

TOWN MANAGERS REPORT

1. Consider Ratifying the Annual Appointments of the Town Manager

Mr. Haddad said it was the time of year to make annual appointments. He provided the Board with a list of the proposed appointments. (See attached memo)

*Ms. Pine moved to ratify the Town Manager's appointments listed on pages 1 through 5 of the memo.
Mr. Pisani seconded the motion. The motion carried unanimously.*

Mr. Haddad asked the Select Board to ratify the Committee appointments of the Cable Advisory Committee, Historic Districts Commission, and Insurance Advisory Committee. Mr. Haddad requested the local paper to announce the vacancy on the Historic Districts Commission. For those interested in joining the Commission, please contact the Town Manager's Office.

Ms. Pine moved to ratify the Committee appointments of the Cable Advisory Committee, Historic Districts Commission, and Insurance Advisory Committee. Mr. Cunningham seconded the motion. The motion carried unanimously.

Ms. Pine wanted to clarify the difference between the Historical Commission and the Historic Districts Commission. The Historic Districts Commission enforces regulations in the historic districts, while the Historical Commission oversees rules for the whole town. Both Commissions have one vacancy at this time.

Ms. Pine moved to accept the nominations of the Town Manager and appoint the individuals listed on pages 6 through 8. Mr. Pisani seconded the motion. The motion carried unanimously.

Mr. Haddad explained there were three additional appointments, Matthew Bellis, Paula Torre-Nieto, and Charlotte Ming, to be effective immediately.

Mr. Cunningham moved to ratify the Town Manager's appointments of Matthew Bellis for the Country Club Grounds Staff and Paula Torre-Nieto and Charlotte Ming as Country Club Lifeguards. Ms. Pine seconded the motion. The motion carried unanimously.

2. Update on Select Board Meeting Schedule Through Labor Day

Monday, June 12, 2023	-Consider Annual Appointments of the Select Board -Annual Reorganization of the Select Board
Monday, June 19, 2023	No Meeting (Juneteenth Holiday)
Monday, June 26, 2023	Regularly Scheduled Meeting Discuss Fall Town Meeting
Monday, July 3, 2023	No Meeting (July 4th Holiday)
Monday, July 10, 2023	-Meet in Joint Session with the Finance Committee to Approved FY 2023 Line-Item Transfers -Set the Date and Open the Warrant for the 2023 Fall Town Meeting
Monday, July 17, 2023	Regularly Scheduled Meeting
Monday, July 24, 2023	No Meeting
Monday, July 31, 2023	Regularly Scheduled Meeting
Monday, August 7, 2023	No Meeting
Monday, August 14, 2023	Regularly Scheduled Meeting
Monday, August 21, 2023	No Meeting
Monday, August 28, 2023	Regularly Scheduled Meeting
Monday, September 4, 2023	No Meeting (Labor Day Holiday)
Monday, September 11, 2023,	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Consider Approving the Proposed Option to Buy Conservation Restriction on the Brownloaf Property from the Massachusetts Department of Fisheries and Wildlife

During the May 22, 2023 meeting, Mr. Haddad discussed the possibility of selling the Brownloaf Conservation Restriction to the Massachusetts Department of Fisheries and Wildlife. However, there were some questions regarding the restrictions outlined in the agreement. Mr. Haddad clarified a few items, including the fact that the restriction does not apply to the main path through the Brownloaf Property under the powerlines. The Massachusetts Department of Fisheries and Wildlife would not have control of that area. Town Counsel did confirm this as well. Mr. Haddad said the question to the Board that evening was whether or not they wanted to approve the restriction restricting nonmotorized bicycles and equestrian use on some of the trails through the Brownloaf Property. He mentioned speaking to Town Counsel and the Dept. of Fisheries and Wildlife earlier that day. He explained that within the restriction, there was wording updated to state the Baseline Report (a report that documents the conditions of the parcel) would be completed within a year of accepting the restriction, but only if the Board chooses to proceed with the sale. Mr. Haddad provided various documents related to the matter to the Board, which included a memorandum from Select Board Member Cunningham, a memorandum from Conservation Administrator Nikolis Gualco, and an email and attachments from the Division of Fisheries and Wildlife (including the Conservation Restriction). Conservation Administrator, Nikolas Gualco, was in attendance to answer questions.

At the meeting, several individuals, including Ms. Laurie Smigelski, Mr. Paul Fitzgerald, Ms. Anna Eliot, Mr. Matt Miller, Ms. Harris Mcwade, Ms. Meredith Scarlett, Mr. Scott Staffus, and Mr. Paul Funch, were present and expressed their opposition to the sale.

Mr. Pisani asked Mr. Gualco about their options if the Board voted against this sale. Mr. Gualco said he had not considered that and was not sure of the options. Mr. Haddad inquired how the decision would affect the Casella LAND reimbursement that the Conservation Commission has been working on. Mr. Gualco indicated that the decision could impact this reimbursement, depending on the outcome of the negotiations. He also clarified that this parcel of land was not among the outstanding ones requiring a Conservation Restriction, so there may not be any effect on it. Ms. Pine said that the property remains available for development without a Conservation Restriction on this property. She said that much more of it could be taken out of the Trail system for development in the future. She hoped for a solution that could be done without impacting bicycle and horse usage. Ms. Pine believed it would be wise to vote to approve the CR. Mr. Cunningham agreed that the parcel should have a CR; he said the question is which entity should hold the CR.

A resident stated that neither Route 119 nor Route 40 are safe for horses. Mr. Pisani said after the last meeting that he'd had an opportunity to speak to many people about how horses utilize this trail. He said accepting the conditions of this CR would put many people and horses on the road. He said you can't put a dollar value on a life; he can't justify risking people's lives.

Ms. Pine moved that the Board enter an Option to Buy Agreement with the Department of Fish and Game to grant a conservation restriction over the Brown Loaf property for the sum of \$103,000, and authorize the Town Conservation Administrator and Town Manager to sign any documents necessary to carry out the sale or taking of the conservation restriction contemplated in the Option to Buy Agreement. Furthermore, to empower the Conservation Commission and the Trails Committee to work with the Department of Fisheries and Wildlife on a trail management plan and a Baseline Report such that an application can be made in the future to reevaluate the uses of the trails. Mr. Cunningham seconded the motion.

Mr. Haddad wanted to clarify, Fisheries and Wildlife would still have to agree to allow equestrian and non-motorized bikes on the trails and did not want anyone leaving the room thinking it was a done deal if the Board approved the motion.

The motion was defeated by a majority vote, 3 Against, 1 in Favor- Pine.

OTHER BUSINESS

- 1. Consider Approving a One Day Wine and Malt Beverage License for the Friends of Prescott for an Appreciation Garden Day at the Prescott School on Saturday, June 10, 2023 from 5:00 p.m. to 7:00 p.m.**

Mr. Cunningham made a motion to approve the One Day Wine and Malt Beverage License for the Friends of Prescott on Saturday, June 10, 2023 from 5:00 p.m. to 7:00 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

- 2. Consider Authorizing the Town Manager and One Member of the Select Board to Sign the Bill and Payroll Warrants Over the Next 30 Days, through July 5th.**

Mr. Pisani made a motion to authorize the Chair and Town Manager to sign the expense and payroll warrants over the next 30 days. Mr. Cunningham seconded the motion. The vote was carried unanimously.

ON-GOING ISSUES

- A. PFAS Issue-** Mr. Haddad said a meeting with regulatory Boards regarding PFAS would be held on Friday, June 9th.

Approval of Minutes from May 22, 2023

Mr. Cunningham made a motion to approve the minutes of the regularly scheduled meeting from May 22, 2023, as amended. Mr. Reilly seconded the motion. The motion was carried unanimously.

The meeting was adjourned at 8:35 p.m.

Respectively submitted by Kara Cruikshank, Executive Assistant to the Town Manager.