



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

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

SELECT BOARD MEETING
MONDAY, JUNE 16, 2025
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- | | |
|-------------------------------------|---|
| 6:00 P.M. | Announcements and Review Agenda for the Public |
| 6:01 P.M. | Public Comment Period |
| I. 6:05 P.M. | Town Manager's Report |
| | <ol style="list-style-type: none">1. Consider Making the Annual Appointments of the Town Manager and Select Board2. Consider Adopting the Recommendation of the Town Manager on PILOTs3. Review Motions/Article Assignments for the June 23, 2025 Special Town Meeting4. Select Board Meeting Schedule Through Labor Day |
| II. 6:10 P.M. | Items for Select Board Consideration and Action |
| | <ol style="list-style-type: none">1. Begin Process to Establish the Annual Goals of the Select Board and Town Manager2. Initiate the Annual Performance Review of the Town Manager |
| III. 6:15 P.M. | In Joint Session with the Moderator – Consider Adjusting the Quorum for the June 23, 2025 Special Town Meeting |
| OTHER BUSINESS | -Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next Thirty Days |
| ON-GOING ISSUES – | Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed |
| | <ol style="list-style-type: none">A. PFAS IssueB. UMass Satellite Emergency FacilityC. PILOTs |
| SELECT BOARD LIAISON REPORTS | |
| IV. Minutes: | Special Meeting of June 4, 2025
Regularly Scheduled Meeting of June 9, 2025 |

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 16, 2025*

TOWN MANAGER'S REPORT

In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is one item scheduled on Monday's Agenda. The Select Board will be meeting with Moderator Jason Kauppi to consider lowering the quorum for the June 23, 2025 Special Town Meeting pursuant to Section 15 of Chapter 22 of the Acts of 2022, as extended by Section 4 of Chapter 2 of the Acts of 2025. As you know, this Special Town Meeting is being held to adjust the budget to meet the Assessment of the Groton Dunstable Regional School District. There is not a lot of controversy surrounding this meeting as the Select Board, Finance Committee and Groton Dunstable Regional School District Committee are in unanimous agreement on my proposed amendments to the FY 2026 Budget. I am concerned that we will not attain the quorum of 178 voters in order to conduct business. If we fail to take this action, the School District will not have a budget on July 1, 2025. The law allows the Select Board and Moderator to lower the quorum for the Special Town Meeting to not less than ten (10%) percent of the required quorum. In this case that would be 18 voters. Based on this, I am recommending that the Select Board set the quorum for the June 23, 2025 Special Town Meeting at 50. This is the same level you set for the May 18, 2024 Special Town Meeting. I look forward to discussing this in more detail with the Board and Moderator at Monday's meeting.

1. Enclosed with is Report are the proposed annual appointments and nominations for appointment of the Select Board and Town Manager. I would respectfully request that you consider making these appointments, ratifying my appointments and accepting my nominations for appointment.
2. The Town Manager's PILOT Working Group presented a detailed report to the Select Board in January, recommending that the Town request Payments in Lieu of Taxes (PILOTs) from our Non-Profit Partners equivalent to 15% of their property value. While the intent of this proposal was to grow our PILOT Program, the recommendation has been met with considerable apprehension and concern from our Non-Profit Partners. It is important to recognize that our current approach based on collaboration, mutual respect, and voluntary participation, has proven to be both effective and productive. Since 2009, PILOT contributions have increased by 131%, showing that this approach is viable and successful.

Continued on Next Page – Over >

Select Board
Weekly Agenda Update/Report
June 16, 2025
page two

2. **Continued:**

Given the lack of support from our Non-Profit Partners for the proposal and our success under the current approach, I recommend that the Select Board take no action to change the Town's current method for requesting PILOTs. Instead, I recommend that the Board to vote to direct the me to continue engaging with our Non-Profit Partners as I have since 2008, with an emphasis on cooperation, goodwill, and respect. I think this approach is in the best interest of the Town of Groton and our Non-Profit Partners.

3. Enclosed with this Report are the Motions and proposed Article assignments for the June 23, 2025 Special Town Meeting. I would like to take a few minutes at Monday's meeting reviewing this with the Board.
4. Please see the update to the Select Board Meeting Schedule through Labor Day:

Monday, June 23, 2025 -	Special Town Meeting
Monday, June 30, 2025 -	Regularly Scheduled Meeting
Monday, July 7, 2025 -	No Meeting
Monday, July 14, 2025 -	Regularly Scheduled Meeting (L.I. Transfers/Call for Fall TM)
Monday, July 21, 2025 -	No Meeting
Monday, July 28, 2025 -	Regularly Scheduled Meeting
Monday, August 4, 2025 -	No Meeting
Monday, August 11, 2025 -	Regularly Scheduled Meeting
Monday, August 18, 2025 -	No Meeting
Monday, August 25, 2025 -	Regularly Scheduled Meeting
Monday, September 1, 2025 -	No Meeting (Labor Day Holiday)
Monday, September 8, 2025 -	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. It is that time of year for the Board and Town Manager to establish goals for the ensuing year. It has been the Board's practice over the last several years to have each member put together two or three goals they would like to see accomplished over the next year and provide them to me. I then take the proposed goals and put them in a form for Board review and approval. I would ask the Board to start this process and provide me with proposed goals by June 26, 2025. I will then put the proposed goals into a form for Board review and approval at your June 30, 2025 Meeting.
2. The Select Board should begin the Annual Performance Review of the Town Manager. At this meeting, the Chair needs to certify which members can participate in the Annual Review and direct the Town Manager to begin the self-evaluation. We can discuss this in more detail at Monday's meeting.

MWH/rjb
enclosures



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SELECT BOARD

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

Town Manager
Mark W. Haddad

MEMORANDUM

TO: Mark Haddad, Town Manager
FROM: Kara Cruikshank, Executive Assistant to the Town Manager
DATE: June 16, 2025
RE: Town Manager 2025 Annual Appointments

I. OFFICIALS APPOINTED BY THE TOWN MANAGER

ADA COORDINATOR

Michelle Collette 2026

ANIMAL CONTROL OFFICER

R. Thomas Delaney, Jr. 2026
John Greenhalgh 2026
Jodee Coke 2026

ANIMAL INSPECTOR

Jodee Coke 2026

BUILDING COMMISSIONER

Robert Garside 2026

BUILDING INSPECTOR

Daniel Britko 2026

CONSERVATION ADMINISTRATOR

Charlotte Steeves 2026

CONSTABLES

Michele Giso 2028
Vacancy 2028

COUNCIL ON AGING DIRECTOR

Nicole Sarvela 2026

COUNTRY CLUB GM / HEAD GOLF PROFESSIONAL

Shawn Campbell 2026

DOG OFFICER

R. Thomas Delaney, Jr. 2026
John Greenhalgh 2026
Jodee Coke 2026

EARTH REMOVAL INSPECTOR

Michelle Collette 2026

ELECTION WORKERS

Alberta Erickson	2026
Alberta Steed	2026
Alicia Black	2026
Andreas Hartmann	2026
Aneeqa Hashimi	2026
Barbara Keast	2026
Bronwen Wallens	2026
Carole Clark	2026
Cindy Martell	2026
Connie Sartini	2026
Daniel Emerson	2026
David Posner	2026
David Sontag	2026
Diane Rice	2026
Donna Piche	2026
Ellen Paxton	2026
Emily Navetta	2026
Fran Stanley	2026
Jacqueline Jackson	2026
Janis Discipio	2026
Jeffrey Upton	2026
Jennifer Cacciola	2026
Joan Croteau	2026
John Sopka	2026
Judith Anderson	2026
Jacqueline Jackson	2026
Katrina Posner	2026
Lindsey Goranson	2026
Lisa O'Neill	2026
Lois Young	2026
Lynda Moore	2026
Margaret Knight	2026
Michael Discipio	2026
Michelle Collette	2026
Nancy Pierce	2026
Ramona Tolles	2026
Richard Marton	2026
Sarah Miller	2026
Stephen A. Legge	2026
Stuart Shuman	2026
Sue Nordberg	2026
Valerie Heim	2026
Virginia Stewart	2026
William Seldon	2026

ELECTRICAL INSPECTOR

Edward Doucette	2026
John Dee III (Alternate)	2026

EMERGENCY MANAGEMENT DIRECTOR

Rachael Bielecki	2026
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EXECUTIVE ASSISTANT TO THE TOWN MANAGER

Kara Cruikshank 2026

FENCE VIEWER

George Moore 2026

FIELD DRIVER

George Moore 2026

GRAVES REGISTRATION OFFICER

Deborah Beal Normandin 2026

HARBOR MASTER

Michael F. Luth 2026

HAZ-MAT COORDINATOR

Arthur Cheeks 2026

**HEALTH INSURANCE PORTABILITY
& ACCOUNTABILITY OFFICER**

Melisa Doig 2026

HUMAN RESOURCES DIRECTOR

Melisa Doig 2026

IT DIRECTOR

Michael Chiasson 2026

KEEPER OF THE TOWN CLOCK

Paul Matisse 2026

LAND USE DIRECTOR / TOWN PLANNER

Takashi Tada 2026

LOCAL LICENSING AGENT

Michael F. Luth 2026

Rachael Bielecki 2026

MEASURER OF WOOD AND BARK

Evan C. Owen 2026

MOTH SUPERINTENDENT

R. Thomas Delaney, Jr. 2026

NIMS COORDINATOR

Michael F. Luth 2026

PARKING CLERK

Dawn Dunbar 2026

PLUMBING AND GAS INSPECTOR

Norm Card 2026

Jeremy Pierce (Alternate) 2026

POLICE DEPARTMENT**Deputy Chief**

Rachel Bielecki 2026

Matron

Jessica Watson 2026

Officers

Adam Scott 2026
Andrew Davis 2026
Brian Underhill 2026
Dale Rose 2026
Derrick Gemos 2026
Gordon Candow 2026
Gregory Steward 2026
Ian Pereira 2026
Justine Wagner 2026
Kevin Henehan 2026
Michael Lynn 2026
Michael Masterson 2026
Patrick Timmins 2026
Paul Connell 2026
Peter Breslin 2026
Peter Violette 2026
Rachael Bielecki 2026
Robert Wayne, Jr. 2026
Tyler Melanson 2026

Traffic Officers

Stephen Marshall 2026
Irmin Pierce 2026
Michael Murray 2026
Robert Dyer 2026
Thomas Delaney 2026
Brian Callahan 2026
George Aggott 2026
Andy Fields 2026
Peter Myette 2026
Ricky Patel 2026
Thomas Orcutt 2026

Part Time Officers

Frank Mastrangelo 2026
Michael Ratte 2026
Jeffrey Yung 2026

PUBLIC WORKS DIRECTOR/HWY SURVEYOR

R. Thomas Delaney, Jr. 2026
Brian Callahan Effective 11/7/25, through 6/30/26

ROADKILL OFFICER

R. Thomas Delaney, Jr. 2026

SEALER OF WEIGHTS & MEASURES

Massachusetts Division of Standards 2026

SURVEYOR OF WOOD/LUMBER

R. Thomas Delaney, Jr. 2026

TOWN DIARIST

M. Constance Sartini 2026

Robert L. Collins 2026

Steve Lieman 2026

TREE WARDEN

R. Thomas Delaney, Jr. 2026

Brian Callahan Effective 11/7/25, through 6/30/26

VETERANS' SERVICE OFFICER

Maureen Heard 2026

WATER SUPERINTENDENT

Thomas Orcutt 2026

II. BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE TOWN MANAGER**CABLE ADVISORY COMMITTEE**

Eric Fischer 2026

Janet Vartanian Sheffield 2026

John Macleod 2026

Neil N. Colicchio 2026

Russel Harris 2026

HISTORIC DISTRICTS COMMISSION

Brian Cartier 2026

Lisa Hicks 2026

INSURANCE ADVISORY COMMITTEE

Barbara Cronin 2026

Melisa Doig 2026

Patricia Dufresne 2026

Rena Swezey 2026

Jim Crocker 2026

Gordon Candow (Police Sup. Off. Rep) 2026

Steve Knox (DPW Rep) 2026

Michael Lynn (Police Rep) 2026

Bob Garside (Supervisors Rep) 2026

Fran Stanley (Town Hall/Library Rep) 2026

BOARD OF SURVEY

Robert Garside- Bldg. Comm. 2026

Arthur Cheeks-Fire Chief 2026

Evan C. Owen 2026

III. BOARDS, COMMITTEES & COMMISSIONS NOMINATED FOR APPOINTMENT BY THE TOWN MANAGER

AGRICULTURAL COMMISSION

Sally Smith	2028
Vacancy	

COMMISSION ON ACCESSIBILITY

Judith Anderson	2026
Lynne Pistorino	2026
Thomas Pistorino	2026
Alan W. Taylor	2026
Barbara Rich	2026
Molly Foster	2026
Robert J. Fleischer	2026

COMMUNITY EMERGENCY RESPONSE COORDINATOR

R. Thomas Delaney, Jr.	2026
Brian Callahan	Effective 11/7/25, through 6/30/26
Michael F. Luth	2026
Arthur Cheeks	2026

CONDUCTORLAB COMMITTEE

Veronica O'Donnell	2026
Michelle Collette	2026
Mark Deuger	2026
Robert Hanninen	2026
Takashi Tada	2026

EARTH REMOVAL STORMWATER ADVISORY COMMITTEE

Bruce Easom	2026
George Barringer	2026
R. Thomas Delaney, Jr.	2026
Robert Hanninen	2026
Steven Savage	2026

GREAT POND ADVISORY COMMITTEE

Alexander Woodle	2026
James Luening	2026
Jesse Cotter	2026
Laurence J. Hurley	2026
Rick Salon	2026
Ron Hersch	2026
Vacancy (3)	2026

GREENWAY COMMITTEE

Adam Burnett	2026
Carol Coutrier	2026
David Pitkin	2026
Marina Khabituyeva	2026
Pete Carson	2026

HISTORICAL COMMISSION

Michael D. Danti	2028
Richard Nason	2028
Thomas Horsman	2028

OLD BURYING GROUND COMMISSION

Don Black	2026
Debbie Beal Normandin	2026
Eleanor Gavazzi	2026
Vacancy (2)	2026

RECYCLING COMMITTEE

Bart Yeager	2026
Jamie E. King	2026
Nancy Ohringer	2026
R. Thomas Delaney, Jr.	2026
Tessa David	2026

**LOCAL EMERGENCY PLANNING
COMMITTEE**

Arthur Cheeks	2026
Michael F. Luth	2026
Thomas Orcutt	2026
Mark Haddad	2026
Bob Garside	2026
Robert T. Delaney	2026

SIGN COMMITTEE

Carolyn Perkins	2026
Connie Sartini	2026
Mark W. Haddad	2026

TOWN FOREST COMMITTEE

Vacancy	2028
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TRAILS COMMITTEE

Bob Fournier	2026
Brittain McKinley	2026
Dan Pierpont	2026
James Peregoy	2026
Josh LoPresti	2026
Kiirja Paananen	2026
Paul Funch	2026
Richard Lynch	2026
Stephen A. Legge	2026
Thomas Gulick	2026
Tom Montilli	2026

WEED HARVESTER COMMITTEE

James Luening	2026
Cy Richards	2026
Jed Richards	2026
Keith Downer	2026
Vacancy (3)	2026

WILLIAMS BARN COMMITTEE

Bruce Easom	2026
Christopher Darling	2026
Joseph Twomey	2026
Matt Novak	2026
Robert Kniffen	2026
Sandra Tobies	2026
Steve Woodin	2026
Vacancy (2)	2026

IV. ADDITIONAL TOWN MANAGER APPOINTMENTS –Effective Immediately

- **Country Club Grounds Staff**
Thomas D. Perivolotis
- **Country Club Golf Staff**
Diyar Qattan
Gavin McKibben
Austin Whittaker
Andrew J. Consolo
Alexander T. Stallman
Maxwell Creek
- **Country Club Lifeguards**
Kyle L. DaSilva
Michael N. Kieyah
Quinn R. McKibben
Alessandra Bean
- **Country Club Camp Staff**
Ava E. O'Toole
- **The Council on Aging Per Diem Van Driver**
Peter Cunningham
Samuel Palmer
Michael Kalil
Bob Hamilton
Patricia M. Simmons
Richard Marton
Heather Rhodes
Hank Montanari
Edward Wenzell
Dean Papadopoulos



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John F. Reilly, *Member*

Town Manager
Mark W. Haddad

MEMORANDUM

TO: Mark Haddad, Town Manager
FROM: Kara Cruikshank, Executive Assistant to the Town Manager
DATE: June 16, 2025
RE: Select Board 2025 Annual Appointments

OFFICIALS APPOINTED BY THE SELECT BOARD

TOWN MANAGER

Mark W. Haddad 2028

TOWN CLERK

Dawn Dunbar 2028

POLICE CHIEF

Michael Luth 2028

BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE SELECT BOARD

AFFORDABLE HOUSING TRUST FUND

Charles Vander Linden 2027
Rebecca "Becky" Pine 2027

CAPITAL PLANNING ADVISORY COMMITTEE

David Manugian 2028
Michael O'Rourke 2028

COMMEMORATIONS & CELEBRATIONS COMMITTEE

Connie Sartini 2026
Donald Black 2026
Jennifer Moore 2026
Karen Tuomi 2026
Maureen Heard 2026
Michael Luth 2026

COMPLETE STREETS COMMITTEE

Deanna Kass 2026
George Barringer 2026
Gordon Row 2026
Kristen Von Campe 2026
Peter Cunningham 2026
R. Thomas Delaney Jr. 2026
Stephen Legge 2026
Takashi Tada 2026

CONSERVATION COMMISSION

Kimberly Kuliesis	2028
Laurence J. Hurley	2028
Peter A. Morrison	2028

COUNCIL ON AGING

Albert Erickson	2028
Harris Mcwade	2028
Michelle Collette	2028

DESTINATION GROTON COMMITTEE

Brian Bolton	2026
Gregory M. Sheldon	2026
Heather Puksta	2026
Jeff Gordon	2026
Joni Parker Roach	2026

DIVERSITY EQUITY INCLUSION

Deirdre Slavin-Mitchell	2026
Fran Stanley	2026
Gordon Candow	2026
Michelle Collette	2026
Po Tse	2026
Raquel Majeski	2026
Vacancy	2026

HOUSING PARTNERSHIP

Anna Eliot	2026
Peter Cunningham	2026
Vacancy (3)	2026

HOUSING AUTHORITY

Leslie Colt (Tenant Seat)	2030
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INVASIVE SPECIES COMMITTEE

Adam Burnett	2026
Ann Carpenter	2026
Ben Wolfe	2026
Brian Bettencourt	2026
Charlotte Weigel	2026
Jonathan Basch	2026
Olin Lathrop	2026
Ron Strohsahl	2026
Vacancy	2026

**LOWELL REGIONAL TRANSIT
AUTHORITY**

Nicole Sarvela	2026
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MBTA ADVISORY BOARD

John Reilly	2026
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**MONTACHUSETT JOINT
TRANSPORTATION COMMITTEE**

Russell Burke (PB)	2026
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**MONTACHUSETT REGIONAL
PLANNING COMMITTEE**

Peter Cunningham	2026
Russell Burke	2026

SARGISSON BEACH COMMITTEE

Andrew E. Davis	2028
Cheney Harper	2028
John Reilly	2028

SCHOLARSHIP COMMITTEE

Geoffrey Kromer	2028
Valencia Augusta	2028
Vacancy	2028

SUSTAINABILITY COMMISSION

Alison Dolbear Peterson	2026
Bruce Easom	2026
Charlotte Weigel	2026
David Southwick	2026
Jim Simko	2026
Ken Horton	2026
Linda Loren	2026
Patrick Parker-Roach	2026
Veronica O'Donnell	2026
Virginia (Ginger) Vollmar	2026
Vacancy (2)	2026

TAX RELIEF FOR ELDERS AND THE DISABLED COMMITTEE

Donald Black	2026
Hannah Moller	2026
Pascal Miller	2026
Vacancy (2)	2026

ZONING BOARD OF APPEALS

Bruce Easom	2028
Gregg Baker (Associate Member)	2026
Jay Prager	2028
Leonard Green (Associate Member)	2026
Veronica O'Donnell (Associate Member)	2026
Vacancy (Associate Member)	2026

BOARD OF REGISTRARS

Marvin Caldwell (D)	2028
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(See Attached Memo from the 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: 978-448-1115
ddunbar@grotonma.gov

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

FROM: *Dawn Dunbar, Town Clerk*

DATE: *May 23, 2025*

RE: *2025 Board of Registrars Appointment*

As you are aware, each year the term of one member of the Board of Registrars expires. In 2025, the term of Marvin Caldwell 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, 2028.

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:

- | | |
|------------------------------|---------------------------|
| • Marvin Caldwell (D) | Term expiring 2025 |
| • Jane Fry (D) | Term to expire in 2026 |
| • Gregory Baran (R) | Term to expire in 2027 |
| • Dawn Dunbar (U) | as Town Clerk (MGL 51:15) |

I am providing 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 2025.

- The Democratic Town Committee has nominated:
 - Marvin Caldwell of 26 Court Street
- The Republican Town Committee has nominated:
 - Barbara Caldwell-Miller of 90 Hemlock Park 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: 978-448-1115
ddunbar@grotonma.gov

History of Board of Registrars Membership by Party

	<u>Democratic Members</u>	<u>Republican Members</u>
2013 to 2025	2	1
2001 to 2012	1	2

Historical Groton Voter Demographics

	<u>May 2025</u>	<u>May 2024</u>	<u>April 2023</u>	<u>April 2022</u>	<u>June 2021</u>	<u>August 2020</u>
Unenrolled	6162 (68.8%)	6157 (68.4%)	5857 (67%)	5714 (66.2%)	5572 (65.2%)	5493 (64%)
Democratic	1807 (20%)	1814 (20.2%)	1836 (21%)	1845 (21.3%)	1877 (21.9%)	1885 (22%)
Republican	913 (10.2%)	964 (10.7%)	972 (11%)	1003 (11.6%)	1030 (12%)	1118 (13%)
Other	65 (<1%)	66 (<1%)	62 (<1%)	67 (<1%)	66 (<1%)	65 (~1%)

SPECIAL TOWN MEETING MOTIONS

JUNE 23, 2025

Article 1: Amend the Fiscal Year 2026 Town Operating Budget

Mover: Bud Robertson

Budget Motions

MOTION 1: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting, be amended follows, each line item to be considered as a separate appropriation for the purpose voted:

Protections of Persons and Property: By decreasing the Protection of Persons and Property Appropriation from \$4,864,896 to \$4,838,346 so as to decrease increase Line Item 1305 – “Police Department Minor Capital” by \$26,550 from \$26,550 to \$0.

MOTION 2: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting, be amended follows, each line item to be considered as a separate appropriation for the purpose voted:

Regional School Districts: By increasing the Regional School Districts Appropriation from \$29,075,470 to \$29,545,154 so as to increase Line Item 1410 – “Groton Dunstable Regional School District Operating Expenses” by \$469,684 from \$27,777,948 to \$28,247,632 and raise and appropriate the sum of \$469,684 from the Fiscal Year 2026 tax levy and other general revenues of the Town to fund said increase.

MOTION 3: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting, be amended follows, each line item to be considered as a separate appropriation for the purpose voted:

Department of Public Works: By decreasing the Department of Public Works Appropriation from \$2,475,216 to \$2,375,572 so as to decrease Line Item 1501 – “Highway Department Wages” by \$64,645 from \$773,563 to \$708,918; decrease Line Item 1504 – “Highway Department Minor Capital by \$15,000 from \$15,000 to \$0; decrease Line Item 1542 – “Municipal Building and Property Maintenance Minor Capital by \$15,000 from \$15,000 to \$0; and decrease Line Item 1554 – “Solid Waste Disposal Minor Capital” by \$5,000 from \$5,000 to \$0.

MOTION 4: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting, be amended follows, each line item to be considered as a separate appropriation for the purpose voted:

Library and Citizens' Services: By decreasing the Library and Citizens' Services Appropriation from \$2,439,509 to \$2,417,283 so as to decrease Line Item 1610 – "Senior Center Van Wages" by \$17,266 from \$82,100 to \$64,874; and decrease Line Item 1713 – "Local Access Cable Department Minor Capital" by \$5,000 from \$5,000 to \$0.

MOTION 5: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting, be amended follows, each line item to be considered as a separate appropriation for the purpose voted:

Employee Benefits: By decreasing the Employee Benefits Appropriation from \$4,922,406 to \$4,869,643 so as to decrease Line Item 3010 – "Health Insurance/Employee Expenses" by \$52,763 from \$1,906,470 to \$1,853,707.

Quantum of Town Meeting Vote: Majority

Article 2: Amend the Fiscal Year 2026 Capital Budget

Mover: John Reilly

MOTION: I move that the Town vote amend the Fiscal Year 2026 Capital Budget that was approved under Article 6 of the April 26, 2025 Spring Town Meeting by transferring an additional \$66,550 from the Capital Stabilization Fund, to be expended by the Town Manager, to increase the appropriations for Municipal Building Repairs and create a new Police Department Capital Budget as follows:

<u>Item</u>	<u>Original Appropriation</u>	<u>New Appropriation</u>	<u>Difference</u>
Municipal Building Exterior Repairs	\$50,000	\$90,000	\$40,000
Police Department Capital	\$ 0	\$26,550	\$26,550
Total	\$50,000	\$116,550	\$66,550

Quantum of Town Meeting Vote: Majority

**SELECT BOARD MEETING MINUTES
VIRTUAL MEETING
WEDNESDAY, JUNE 4, 2025
UN-APPROVED**

Select Board Members Virtually Present: Alison Manugian, Chair; Becky Pine, Vice Chair; Peter Cunningham, Clerk; John Reilly; Matt Pisani;

Finance Committee Members Virtually Present: Bud Robertson, Finance Committee Chair; Mary Linskey, Vice Chair; Kristina Lengyel; David Manugian; Gary Green;

Groton Dunstable Regional School Committee Members Virtually Present: Lacey McCabe, Chair; Catherine Awa; An Hee Foley; Rohit Bhasin; Rosanna Casavecchia; Christina Andriole;

Groton Finance Team: Patricia DuFresne, Assistant Director of Finance/Town Accountant; Melisa Doig, Human Resources Director; Megan Foster, Principal Assessor; Hannah Moller, Town Accountant/Tax Collector;

Also Virtually Present: Mark W. Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Dr. Geoff Bruno, Groton Dunstable Regional School District Superintendent; Sherry Kersey, Groton Dunstable Regional School District Director of Finance and Operations; Dawn Dunbar, Town Clerk; Labor Counsel, Attorney Sharon Siegel.

Ms. Manugian called the Select Board meeting to order at 1:00 P.M.

Mr. Robertson called the Finance Committee meeting to order at 1:00 P.M.

Ms. McCabe called the Groton-Dunstable Regional School Committee to order at 1:00 P.M.

1:00 p.m. In Joint Session with the Finance Committee- Review and Consider Approving the Town Manager's Proposed Amendments to the Approved Fiscal Year 2026 Town Operating Budget and Amended Operating Assessment of the Groton Dunstable Regional School District Committee.

Mr. Haddad explained that on May 23, 2025, the Select Board and Finance Committee convened to decide whether to call for another Override Election or a Special Town Meeting in response to the defeat of the override for the Groton Dunstable Regional School District Assessment. He stated that the Town of Dunstable passed an Override to approve the Assessment, while the Town of Groton had rejected it. Mr. Haddad further explained that with the defeat of the Override on May 20, 2025, the contingent appropriation (an additional \$673,250) to fund the original assessment of the School District is no longer available. This means that the amount set aside for the District in Groton's Balanced Fiscal Year 2026 Operating Budget is currently \$27,777,948. Since the School Committee approved their Budget, the House and Senate have given preliminary approval to the State Budget. The Governor's Budget included Chapter 70 aid with an increase of \$75 per student. However, both the House and Senate approved an increase of \$150 per student. Mr. Haddad noted that, thanks to this proposed increase in Chapter 70 funding in the State's FY 2026 Budget, the Groton Dunstable Regional School District Committee was able to reduce the original assessment to Groton by \$128,995. This adjustment reduced the total assessment from \$28,451,198 to \$28,322,203, resulting in a deficit of \$544,255. Mr. Haddad explained that the School Committee voted during the meeting on May 23rd to decrease their assessment. The Select Board decided not to pursue another Override Election and instructed the Town Manager to identify \$544,255 in the municipal budget to fund the new Assessment or to find a combination of new revenues and reductions in the municipal budget.

Mr. Haddad provided a memorandum to the Select Board, Finance Committee, and the Groton Dunstable Regional School District Committee. The memo outlined a proposal to reduce Groton's approved Fiscal Year 2026 Municipal Budget and to increase anticipated Fiscal Year 2026 revenues. This adjustment aims to cover a large portion of the revised Operating Assessment of the Groton-Dunstable Regional School District. Mr. Haddad reviewed the memo with the Board Members.

Mr. Haddad wanted to emphasize that the FY 2026 Balanced Municipal Budget was approved pursuant to the Guidance of the Finance Committee and the Select Board, with the increase in municipal spending to a total of \$518,204. He explained that cutting \$544,255 from the Municipal Budget would have resulted in an amount below the approved operating appropriation for FY 2025. While he did not wish to make such cuts, the Select Board and Finance Committee directed him to reduce the Assessment shortfall as much as possible. Mr. Haddad outlined a plan that included both Municipal Budget reductions and an increase in revenue. As a result, he was able to reduce the deficit by \$469,684, which left a remaining shortfall of \$74,571. If the School District could identify \$74,571 in budget cuts for Groton and an additional \$22,000 from the Town of Dunstable, this would increase the amount allocated for the School District's Operational Assessment from \$27,777,948 to \$28,247,632. Superintendent Bruno believes he has a plan to address a potential \$100,000 reduction in the Proposed School District's FY 2026 Budget.

He provided the following summary of his proposed Budget amendments (first Budget Reductions, followed by an increase in revenues):

Budget Amendments

There are two vacant positions budgeted for the approved Fiscal Year 2026 Municipal Budget:

1. The Heavy Equipment Operator in the Highway Department is not a new position. This position is for Brian Callahan's replacement, who will become the DPW Director in November 2025. If this vacancy is not filled, it will result in savings of \$92,723, including salary and benefits.
 2. The proposed new Council on Aging Van Dispatch position, which gives a savings of \$ 17,226.
- A total of \$109,949.

Mr. Haddad said they have budgeted funds for five months of the retiring DPW Director's Salary in the Highway Salary Line in FY 2026. Brian Callahan will begin the transition in July, as Tom Delaney is set to retire in November 2025. Mr. Haddad recommends using free cash to fund Mr. Delaney's salary for FY 2026 in the amount of \$55,000. He explained that this is a one-time expense and will not recur in FY 2027, nor will it be included in the budget again.

Mr. Haddad is also recommending that the majority of the Minor Capital be removed from the Operating Budget and moved to the Capital Budget permanently. He said they will no longer fund minor capital in the Operating Budget. He explained that the total amount budgeted for Minor Capital in the approved FY 2026 Municipal Operating Budget is \$66,550. This would reduce the amount available for capital expenses in future years, but he believes this is a prudent action at this time. An Article to the June 23, 2025, Special Town Meeting Warrant has been added for this purpose. Mr. Haddad stated that there is \$93,120 in the Capitalization Stabilization Fund, so \$66,550 can be used to cover this expense.

On Tuesday, Mr. Haddad received word that the new Deputy Fire Chief will not participate in the town's health insurance plan. Mr. Haddad stated that the total savings on health insurance will be \$52,763, including the highway vacancy and the Deputy Fire Chief's health insurance.

The proposed reductions would result in a \$210,184 decrease in the Municipal Operating Budget. Mr. Haddad has argued for 17 years against not using one-time revenues to fund operating expenses. He believes this practice risks undermining one of the hallmarks of the town's AAA Bond Rating and will not undue 17 years of solid financial management by recommending using one-time revenues to fund recurring Operating Expenses.

Additional Revenues

Mr. Haddad said they develop revenue estimates conservatively by using a five-year average of estimated receipts and a best estimate of new growth, which is based on approved projects by the Planning Board and the first six months of building permits issued by the Building Department. He said they take a conservative approach in that number, as the New Growth figure represents a potential tax increase. The Finance Team and Mr. Haddad estimated that New Growth would come in at \$15 million and add \$228,750 to the anticipated FY 2026 Levy Limit. He explained that the new Growth number is based on construction (both new construction and renovations to current buildings) as of June 30th. This estimate is set in December, six months prior to the closing out of New Growth. Mr. Haddad explained that the Board of Assessors typically reviews this estimate during the summer months. Then they finalize New Growth in September, just before the Fall Town Meeting, and when the tax rate is set in November. Mr. Haddad explained that, given the budgetary issues the Town is facing in FY 2026, he asked the Board of Assessors to accelerate that process by three months and do a complete review of all building permits and completed work in advance of June 30th. He said that both Principal Assessor Megan Foster and Assistant Assessor Tammi Mickel spent the last two weeks reviewing all building permits to determine whether additional New Growth could be added to the anticipated Fiscal Year 2026 Levy Limit. He praised Ms. Foster and Ms. Mickel for their phenomenal work and thanked them for their outstanding efforts. As a result of their review, they identified an additional \$10 million in New Growth, which would increase Levy Capacity by \$152,500. Unfortunately, there would be an increase of \$0.06 in the anticipated tax rate, which adds \$42.47 to the average tax bill based on a home value of \$707,877. The Principal Assessor has provided a memo outlining how their office achieved the New Growth figure (please see the attached document). Mr. Haddad wanted to make clear that this is allowed under Proposition 2 ½, and that this is not an override.

Estimated Receipts: Mr. Haddad stated that after receiving the third quarter payment from the State on the Room Occupancy Tax and the third quarter receipts, they believe they can increase the room tax estimate by \$35,000 and the Motor Vehicle Excise Tax receipts by \$26,000, for a total increase of \$61,000 in Estimated Receipts. Combining this with the New Growth and using Free Cash to fund the DPW Salary would increase the estimated revenues by \$268,500.

Mr. Haddad presented a summary of the proposed budget reductions and increased revenue. He stated that under this proposed plan, the School District would need to cover \$74,571 (plus the proportionate amount for Dunstable). He then provided a comparison of the proposed Operating Budgets for Fiscal Year 2025 and Fiscal Year 2026, should the Select Board, Finance Committee, and Town Meeting approve. The

overall Groton Municipal Budget has decreased by 1% year-over-year. It can fund the Groton-Dunstable Operating Budget, which totals \$28,247,632, reflecting an increase of \$1,835,248. Mr. Haddad has requested that the School Committee consider re-voting on the Assessment to align it with this amount before June 23rd. The estimated tax rate for April 2025 was \$15.78, due to the New Growth, this will add \$0.06 to the tax rate, bringing the total average tax bill to \$418 year-over-year. Mr. Haddad said that due to the Town's AAA Bond Rating, the Select Board will be issuing bonds for a portion of the Florence Roche Elementary School during the meeting on June 9th. The excluded debt for FY 2026 is estimated to be \$27 million at an interest rate of 4%. The Town went out to the bond market and received seven bids, with the estimated interest rate at 4%. The winning bid is providing a bond premium of \$202,000, which reduces the amount to borrow and results in a net increase in cost of 2.9%. Mr. Haddad said he believes the estimated tax rate will be between \$15.78 and \$15.84 for FY 2026

GDRSD Superintendent Dr. Bruno stated that the estimated \$100,000 in the school budget would result from reducing one full-time equivalent (FTE) position and would also include some turnover savings resulting from retirements.

Questions/Comments

Finance Committee Member Lengyel stated that in the initial request, two positions were identified as new and inquired whether they were still within the budget. Dr. Bruno stated that a school nurse and a counselor will be restored, both included in the proposal.

Select Board Cunningham asked Dr. Bruno to clarify if they would cut one position. Dr. Bruno confirmed that it would be an unfilled vacancy, identifying that it was a special education teaching position.

School Committee member An Hee Foley said that, upon reviewing the wages listed in the municipal budget, she noticed that wages increased by 4.4% and inquired whether they were based on contracts. Mr. Haddad explained that the funding is tied to six signed and ratified union contracts, which include a 3% increase. He further explained that there were increases in Quinn payments within the Police Department and a new contract for the Town Manager, Police Chief, and Town Clerk. There were also other existing contracts that increased by 3%, which the Annual Town Meeting ratified. Mr. Haddad explained that the Finance Committee provides Guidance to the Town Manager regarding available funds to increase the operating budget. The Town Manager meets in executive session with the Finance Committee and the Select Board before collective bargaining, where they provide direction on what the Town Manager is allowed to spend on collective bargaining. Mr. Haddad said that all six unions fell within the established guidance, and this is part of the \$518,000 municipal increase that they authorized him to incorporate into the balanced budget. Finance Committee Chair Robertson said that the contracts for both the town and schools are finalized.

Ms. Manugian expressed her appreciation for all of the work that Mr. Haddad completed during his time off. Ms. Manugian voiced her discomfort with the anticipated increase in Motor Vehicle Excise Tax. Mr. Haddad acknowledged his concerns about increasing this as well. He said that after discussing this with the Finance Team, they are finding that the proposed tariffs have prompted many people to purchase new cars. There have been numerous abatements on older automobiles being replaced by these new vehicle purchases. He believes this will be ok.

Mr. Pisani echoed Ms. Manugian and thanked Mr. Haddad and the team for all of their hard work. He also reiterated his statement from the May 23rd Select Board meeting, stating that there were two failed overrides. He pointed out that there are still significant issues, particularly concerning the Fire Department, and he believes this current proposal for school funding precludes addressing these concerns. Mr. Cunningham said the Fire Chief will be applying for a safer grant to hopefully fund some positions. He thinks they should stay focused on committing to these grants. Mr. Haddad said they should apply, and only 300 departments receive these grants in the country.

School Committee Chair McCabe took a moment to thank everyone and said it has been a tremendous effort on everyone's part. She believes the effort and the care that everyone has shown is the face of the community. The combined efforts demonstrate that they are doing everything possible to support the teachers and students.

Mr. Haddad stated that if the Finance Committee is comfortable with the proposal, he would respectfully request their support in voting to adjust the budget. He explained that there are two articles on the warrant: 1. Amend the Fiscal Year 2026 Town Operating Budget, and 2. Amend the Fiscal Year 2026 Capital Budget. He mentioned that the School Committee has a scheduled meeting for next Wednesday, June 11th, and they could vote to change the Assessment. This needs to be done before June 23rd. Ms. Pine said she is ready to affirm the plan. The sooner they vote to approve the plan, the better it will be for the community.

Select Board

Ms. Pine made a motion to amend the approved Town of Groton Municipal Budget on April 26, 2025, to include the capital budget and other items listed on the recap sheet in the amount of \$53,991,534, as recommended by the Town Manager. Mr. Cunningham seconded the motion.

Discussion

Ms. Manugian inquired about the process and also asked if Mr. Haddad had any concerns regarding voting on this today. Mr. Haddad agreed with Ms. Pine to communicate with the community as soon as possible. He mentioned they are taking a leap of faith that the school committee would vote to change their assessment. Ms. McCabe suggested that the School Committee members share their thoughts to provide a clearer indication of their willingness to amend the school assessment. Mr. Robertson said he was okay with the proposal and was willing to vote on it today since five Finance Committee Members were present. School Committee Member Casavecchia stated she was aligned with School Committee Chair McCabe. Ms. McCabe mentioned the School Committee could vote to amend the School Assessment.

Roll Call: Reilly aye- Cunningham-aye; Manugian-aye; Pine-aye; Pisani-aye.

Finance Committee

Mr. Green made a motion to amend the approved Town of Groton Municipal Budget on April 26, 2025, to include the capital budget and other items listed on the recap sheet in the amount of \$53,991,534, as recommended by the Town Manager. Mr. Robertson seconded the motion. Roll Call: Manugian-aye; Green-aye; Lengyel-aye; Linskey-aye; Robertson-aye.

Ms. McCabe entertained a motion to set the total appropriation for the Groton Dunstable Regional School District for the fiscal year from July 1, 2025, to June 30, 2026, at \$ 51,272,887, as presented by the following functions:

1,000 -District leadership in administration-	\$1,377,011
2,000 -Instructional services -	\$27,815,979
3,000 -Other school services-	\$3,650,708
4,000 -Maintenance -	\$4,059,995
5,000 -Fixed charges -	\$11,132,554
7,000- Fixed assets -	\$431,750
8,000- Debt retirement and service -	\$146,813
9,000- Programs with other districts -	\$2,658,077

Ms. Casavecchia made a motion to set the total appropriation for the Groton Dunstable Regional School District for the fiscal year from July 1, 2025, to June 30, 2026, at \$ 51,272,877, as presented by the following functions:

1,000 -District leadership in administration-	\$1,377,011
2,000 -Instructional services -	\$27,815,979
3,000 -Other school services-	\$3,650,708
4,000 -Maintenance -	\$4,059,995
5,000 -Fixed charges -	\$11,132,554
7,000- Fixed assets -	\$431,750
8,000- Debt retirement and service -	\$146,813
9,000- Programs with other districts -	\$2,658,077

Mr. Basin seconded the motion. Roll Call: Andriole-aye; Casavecchia-aye; Awa-Aye; Foley-aye; Basin-aye; McCabe-aye.

Ms. McCabe entertained a motion for the member towns to be assessed by the education reform law and the terms of the agreement and amendments thereto as follows:

Groton Operating-	\$28,247,632
Groton Capital-	\$278,643
Groton Debt-	<u>\$110,389</u>
Groton Total-	\$28,636,664
Dunstable Operating-	\$8,641,782
Dunstable Capital-	\$83,607
Dunstable Debt-	<u>\$36,424</u>
Dunstable Total-	\$8,761,813

Ms. Casavecchia made a motion for the member towns to be assessed by the education reform law and the terms of the agreement and amendments thereto as follows:

Groton Operating-	\$28,247,632
Groton Capital-	\$278,643
Groton Debt-	<u>\$110,389</u>
Groton Total-	\$28,636,664

Dunstable Operating-	\$8,641,782
Dunstable Capital-	\$83,607
Dunstable Debt-	<u>\$36,424</u>
Dunstable Total-	\$8,761,813

Ms. Andriole seconded the motion. Roll Call: Casavecchia-aye; Andriole-aye; Bhasin-aye; McCabe-aye; Awa-aye; Foley- aye.

1:45 p.m. Review, Approve, and issue the Warrant for the June 23, 2025, Special Town Meeting.

Mr. Haddad presented the draft warrant to the Select Board. He said there are two articles on the Special Town Meeting Warrant:

Article 1: Amend the Fiscal Year 2026 Town Operating Budget

Article 2: Amend the Fiscal Year 2026 Capital Budget

Mr. Haddad and Mr. Robertson will work together to prepare a presentation for the Special Town Meeting.

Ms. Manugian entertained a motion to approve and issue the warrant for the June 23, 2025, Special Town Meeting.

Mr. Cunningham made a motion to vote to approve and issue the warrant for the June 23, 2025, Special Town Meeting. Ms. Pine seconded the motion.

Discussion

Ms. Pine asked if they are required to have a public hearing on the warrant. Mr. Haddad said that if they did, they wouldn't have enough time to advertise the legal notice in the Groton Herald. He would follow up with Town Counsel to see if a public hearing is required. Mr. Haddad stated that the town was in compliance with the legal requirement contained in the Charter for calling for a Special Town Meeting.

Roll Call: Pine-aye; Pisani-aye; Cunningham-aye; Manugian-aye; Reilly-aye.

Ms. Pine inquired about the quorum requirement for a Special Town Meeting. Mr. Haddad mentioned that he and Ms. Dunbar, the Town Clerk, met recently and will schedule a discussion with the Moderator on the June 16th Select Board meeting agenda to discuss the possibility of lowering the quorum requirement for the Special Town Meeting. He noted that the current quorum requirement is 176 registered voters. Mr. Haddad stated that he would advertise this discussion to consider reducing the quorum requirement. Ms.

Pine asked what would happen if anyone opposed the article. Mr. Haddad responded that the School Committee would move to a 1/12th budget and consider calling a district-wide town meeting or reducing their budget.

The Finance Committee and Groton Dunstable Regional School Committee adjourned at 1:58 p.m.

2:00 p.m. "Discussion of the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints brought against, a public officer, employee, staff member or individual- Town Manager Mark Haddad".

Labor Counsel Sharon Siegel attended the meeting.

Ms. Manugian began by explaining that Board members typically discuss employee complaints in Executive Session. She stated that the employee, Mr. Haddad, has a right to request an open session and has done so. The Select Board members have a copy of the complaint, and this was an opportunity to discuss it.

Ms. Manugian explained that the complainant had requested anonymity but asked Attorney Siegel to address that, and if she could provide any guidance. Attorney Siegel said they cannot guarantee that they can always maintain anonymity. She said any document used in an open session will be considered a public record.

Ms. Manugian summarized the complaint: The Town Manager attempted to circumvent the authority of an elected body, specifically the Parks Commission. The complainant stated that the Town Manager exerted influence over a Parks Commission Chair, violated town policies, and requested an investigation into the Town Manager's actions regarding a text message exchanged between the Town Manager and the former Parks Commission Chair. Ms. Manugian stated that this is not currently an investigation. Ms. Siegel wanted to clarify that some allegations require an employer to investigate by law. However, she stated that the current allegations do not fall under that category, and there is no legal obligation for the Board to investigate. Mr. Cunningham noted that the allegations involve another party, not the complainant, and pointed out that the complaint was made last fall. He stated that the timing aligns with an open meeting law complaint against the complainant. Mr. Haddad read a statement that he prepared into the record, and after his statement, he will send it to the Select Board and Labor Counsel, along with the eighteen exhibits. (see attached to these minutes). Ms. Manugian then gave the Board time to discuss further.

Ms. Manugian expressed uncertainty about how to address questions of intent from text messages from six months ago. They have not seen and probably won't see them. She doesn't believe an investigation will reveal additional factual information or uncover any further evidence. Mr. Cunningham said that he returns to his original thought, that they are discussing a complaint involving a third party. He sees no need to pursue the matter any further.

Mr. Reilly said the Board spends a lot of time on these issues, which get in the way of the positive things the Boards accomplish. He told Mr. Mahoney (the former Parks Commission Chair) that his passion for the

parks is both a strength and a weakness, given his expertise in landscaping. Mr. Reilly believes that Mr. Mahoney was a good chairperson. Mr. Reilly believes that both Mr. Mahoney and Mr. Haddad reacted too quickly in this situation. Mr. Reilly thinks that this situation doesn't impact the town's business. He said everyone should be working towards the betterment of the boards and committees. He does not support any further investigation moving forward.

Ms. Pine expressed her concern about the behavior when there is a level of conflict between the Town Manager and an elected official. Ms. Pine is uncertain about the way forward. She doesn't think it can be dismissed so easily, and doesn't have a good answer on how to move forward.

Mr. Pisani said he had an opportunity to read the complaint, but he would like the opportunity to read Mark's statement and compare it to the complaint, then meet again. He would like to meet again after reading the exhibits and compare them to the complaint. He believes this is the fairest course of action.

Ms. Manugian stated that at most, this rises to a frustration due to poor behavior on both sides. She doesn't object to adding this to an agenda if folks want to take that step. Mr. Cunningham expressed uncertainty about what was to be gained by this.

Ms. Pine said there is a conflict that needs to be worked out somehow, and not sure if they have a role to help resolve this. She said the Board does have a responsibility to give an official answer or response to the complainant.

Ms. Dunbar, the Town Clerk, requested to read a prepared statement into the record. She expressed that her actions as Town Clerk had come into question. Ms. Manugian asked Attorney Siegel to determine whether this would be permissible, given that the agenda topic was specific to Mr. Haddad and another member of the public was raising their hand to make a statement. Attorney Siegel responded that this would fall outside the scope of the particular meeting.

The Board discussed how to move forward and decided to continue this discussion on Tuesday, June 10th at 9:30 a.m. via Zoom in open session.

Mr. Haddad stated that he will continue to perform his job excellently. He wanted to assure the Board of this. He also informed the Board that he predicts additional complaints will arise and strongly agrees on the need to stay focused on this complaint.

Meeting adjourned at 2:53 p.m.

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

**SELECT BOARD MEETING MINUTES
MONDAY, JUNE 9, 2025
UN-APPROVED**

Select Board Members Present: Alison Manugian, Chair; Becky Pine, Vice Chair; Peter Cunningham, Clerk; John Reilly; Matt Pisani;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Hannah Moller, Treasurer/Collector; Megan Foster, Principal Assessor; Dawn Dunbar, Town Clerk; Ryan Hennrikus, Nashua River Watershed Association; Virginia Wood; Michelle Collette, Board of Health

Pursuant to the Select Board Policy regarding Board Reorganization, Mr. Haddad called the meeting to order at 6:00 PM and reviewed the agenda.

Annual Reorganization of the Select Board- Per Select Board Operational Policy, Town Manager Calls Meeting to Order and Calls for Nominations for Chair.

Mr. Haddad called for nominations for the position of Chair. Mr. Cunningham nominated Mr. Pisani. Ms. Manugian seconded the nomination.

Mr. Haddad called for a vote. The vote to name Mr. Pisani as Chair was unanimous.

Mr. Pisani took over the meeting and called for nominations for Vice Chair. Ms. Pine nominated herself. Ms. Manugian seconded the nomination. The vote to name Ms. Pine as Vice Chair was unanimous.

Mr. Pisani asked if anyone was willing to be the clerk. Ms. Manugian said she would be willing to be the Clerk. Mr. Reilly seconded the nomination. The vote to name Ms. Manugian as Clerk was unanimous.

ANNOUNCEMENTS

Mr. Haddad announced that the Town is in the process of updating the housing production plan. To assist in the update, there is a survey on the website. Mr. Haddad urged residents to go on line and complete the survey.

Mr. Cunningham stated that recent Federal aid cuts have impacted the Meals on Wheels program. He said it was shame this was happening as Seniors depend on these meals. He hopes that funding will be restored.

PUBLIC COMMENT PERIOD

Ms. Darcy Donald was in attendance to announce that yesterday, a turtle was killed by the Town Hall. She asked whom she should speak to regarding this. Mr. Haddad suggested Mr. Tom Delaney as a good contact.

TOWN MANAGER'S REPORT

1. Approve and Sign Notes for FloRo BAN.

Hannah Moller, Treasurer/Tax Collector was in attendance for this discussion.

Mr. Haddad said that in anticipation of going to the Bond market to renew the Florence Roche Elementary School Construction Ban, S&P Global maintained the Town's AAA Bond Rating. He said the Town has kept its AAA Rating since 2014. The BAN is valued at \$28,681,061, broken down as follows:

\$27,050,000 for Florence Roche
\$ 660,708 for the Water Treatment Plant Engineering
\$ 353,784 for the Ambulance approved in 2024
\$ 285,000 for the Dump Truck approved in 2024
\$ 225,000 for the Whitney Well Engineering
\$ ~~33,569~~ for the Dump Truck approved in 2021
\$28,681,061 in total

Due to the Town's strong Bond Rating, it received seven competitive bids for this Bond Anticipation Note (BAN). The lowest bid came from Bank of America Securities, Inc., which offered an interest rate of 4%. Mr. Haddad mentioned that they agreed to pay a premium of \$202,329, resulting in a net interest cost of 2.9%. Although the estimated interest was initially set at 4%, the debt budget can be reduced at the Fall Town Meeting. Mr. Haddad emphasized the monumental work done by Ms. Moller and Mr. Hartnett, expressing his gratitude to Ms. Moller for her efforts. Mr. Cunningham inquired whether the letter regarding the Bond Rating could be made public, emphasizing its importance for community awareness, particularly since Wall Street affirmed it. Mr. Haddad said he would post it on the Town's website.

Mr. Reilly made a motion to issue the Bond Anticipation Notes as recommended by the Treasure/Tax Collector as outlined in the attached document. Ms. Pine seconded the motion. The motion carried unanimously.

2. Follow-Up on Proposed FY 2026 Budget Amendments.

Mr. Haddad wanted to update the Board on his proposed Budget amendments to address funding the Assessment of the Groton Dunstable Regional School District. He had said that the additional new growth would add \$0.06 to the tax rate. He acknowledged an error in his spread sheet and said that new growth would have not impact on the tax rate. He apologized for the error.

The postcards for the Special Town Meeting have been sent out, and the warrants have been posted. Harris McWade said she would like the warrant to be sent out to Groton's Seniors and not by postcards.

Mr. Haddad has drafted the motions for the June 23, 2025 Special Twon Meeting and they have been approved by Town Counsel. There will be five budget motions under Article 1. Ms. Pine asked if it was true that the Budget will be reduced and wondered what will draw people to Town Meeting. Mr.

Haddad said that it was not true. The budget is actually being increased by approximately \$280,000 to meet the GDRSD Assessment, but there would be no cuts to the Municipal Budget.

Mr. Haddad stated that Town Moderator Jason Kauppi will be in attendance at the June 16th Select Board Meeting to discuss lowering the Quorum for the Special Town Meeting as there is nothing controversial on the Warrant, but that it is imperative the budget be approved to fund the School District.

3. Consider Declaring the Playground Equipment as Surplus and Authorize the Town Manager to Dispose of Said Equipment.

Mr. Haddad informed the Board that there is playground equipment behind Prescott School that has not been used for many years. There have been several attempts to relocate this equipment. According to the Bylaw, if equipment is deemed surplus, Mr. Haddad reaches out to various departments to see if anyone is interested. If there is no interest, he designates it as surplus. He would like to dispose of the equipment but is seeking permission from the Board to do so.

Ms. Pine suggested declaring the equipment as surplus and offering it to anyone interested, with a set time frame for responses. She mentioned that the non-profit organization has a mailing list to which this information could be sent. Mr. Haddad proposed a deadline of June 30th for anyone who wants to take the equipment; they would need to arrange to pick it up. Mr. Robertson suggested that the Board consider disposing of all the equipment at once, rather than doing so piecemeal.

4. Review and Consider Amendments to the Filling of Elected Official Vacancy.

When the Planning Board came to fill a vacancy on the Board, Ms. Pine was concerned with the process and asked the Select Board to consider amending the current policy to fill these vacancies. Mr. Haddad presented the Board with proposed amendments that would essentially require the Select Board and the elected Board with the vacancy to interview up to three candidates in joint session before making the appointment. (see attached amendments to the policy)

Ms. Pine provided some background on previous events involving Committees and Boards. She believed it should be a joint appointment.

Mr. Cunningham made a motion to adopt the policy as presented. Ms. Pine seconded the motion. The motion carried unanimously.

5. Proposed Select Board Meeting Schedule through Labor Day.

Monday, June 16, 2025	Regularly Scheduled Meeting
Monday, June 23, 2025	Special Town Meeting
Monday, June 30, 2025	Regularly Scheduled Meeting
Monday, July 7, 2025	No Meeting
Monday, July 14, 2025	Regularly Scheduled Meeting (L.I. Transfers/Call for FTM)
Monday, July 21, 2025	No Meeting
Monday, July 28, 2025	Regularly Scheduled Meeting

Monday, August 4, 2025	No Meeting
Monday, August 11, 2025	Regularly Scheduled Meeting
Monday, August 18, 2025	No Meeting
Monday, August 25, 2025	Regularly Scheduled Meeting
Monday, September 1, 2025	No Meeting (Labor Day)
Monday, September 8, 2025	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

1. Consider a Request from Virginia Wood to Adopt a Policy Concerning the Use of Second-Generation Anticoagulant Rodenticides on Town-Owned Property.

Ms. Virginia Wood was present at the meeting. She requested that the Board adopt a policy to ban Second Generation Anticoagulant Rodenticides (SGARS) on Town Property. Mr. Haddad confirmed with the Department of Public Works (DPW) and Country Club that the Town does not utilize any of these products on Town property. Ms. Wood is requesting a ban, specifically for commercial use.

Ms. Michelle Collette announced that the Board of Health voted unanimously to recommend to the Select Board the adoption of the policy. She said that they are doing this to help educate the public.

Ms. Wood also asked the Select Board to consider adding an Article to the Fall Town Meeting Warrant to ban SGARS completely in Town. She also asked the Select Board to submit a letter to the State Delegation requesting that they support legislation currently before both Chambers that would ban SGARS completely.

Ms. Pine made a motion to adopt the proposed policy as presented, add a Fall Town Meeting article for a Home Rule Petition to ban SGARS in Town, and authorize the Town Manager to send a letter on the Board's behalf to the State Delegation. Ms. Manugian seconded the motion. The motion carried unanimously.

Ms. Wood thanked the Board.

2. Consider Approving a Special One-Day Wine and Malt Beverages License for the Friends of Prescott Open Mic Night to be held on Friday, June 13, 2025, from 6:30 p.m. to 9:30 p.m.

Ms. Manugian made a motion to approve a Special One-Day Wine and Malt Beverages License for the Friends of Prescott Open Mic Night to be held on Sunday, June 13, 2025, from 6:30 p.m. to 9:30 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

6:15 P.M. Nashua River Watershed Association- Update on Municipal Vulnerability and Preparedness Program

Representative Ryan Hennrikus from the Nashua River Watershed Association was in attendance. Mr. shared a presentation with the Board on their work concerning a Grant received under the Municipal Vulnerability and Preparedness Program. Under an MVP Action Grant, the Nashua River Watershed

Association, BSC Group, and Regenerative Design Group have worked with the communities of Groton, Ashburnham, Fitchburg, Leominster, and Pepperell to understand and address local environmental issues. The communities involved in this project have identified flooding, drought, invasives, and extreme temperatures to be key issues that are negatively affecting human health and safety. Specific nature-based solutions were identified as tools to mitigate these impacts in Groton. Several Community engagement meetings were held in Groton during year one of the project, 2023-2024. These included a Municipal Kickoff Meeting, an in-person Community Meeting, a virtual Community Meetings, Site Visits to 6 potential Nature-based solutions sites in town, and 2 tours of existing Nature-based Solutions sites in Devens Massachusetts. Notes from the Groton community meetings can be accessed on the NRWA website. NRWA's education team visited dozens of classrooms in the five participating communities, offering hands-on lessons and take home activities to third and fourth grade students. The project was able to reach over 2000 kids in 99 individual classes across 9 schools. Hundreds of maps were created in the course of this project at the watershed-wide, town-wide, and project site scales. These maps cover everything from soil drainage class to wetland cover to the potential installation of rain gardens at specific sites. All MVP maps are currently publicly available on the NRWA site and will be covered in greater detail during the presentation. Plans for future nature-based solutions project sites were developed in each of the towns including Groton. Priority sites were chosen and recommendations for those sites were written up. These are published on the NRWA site along with 35 nature-based solutions implementation resource memos. In addition to the maps and planning materials above numerous other web tools have been developed as part of this MVP project. These include town-specific nature based solutions.

Mr. Haddad asked the Board if they would like him to review these materials in more detail and come back to the Board with proposed Grant opportunities. The Board agreed that this would be the best path forward.

Mr. Haddad said the presentation was excellent and thanked Ryan for attending.

OTHER BUSINESS

Ongoing issues

- A. PFAS Issue- Mr. Haddad expressed disbelief that there is rumor going around Town that the Water Main installed on Chicopee Row into Dunstable to address the PFAS issue at the High School was undersized and had to be removed. He stated this was completely false and wanted to assure the Board that the Project was constructed properly. He doesn't understand how this rumor got started. He stated that the Town will be meeting with DEP later this week to discuss what properties need to be added to the project and whether or not we needed to provide extend the project to provide Town water to residents of Reedy Meadow and Raddin Road. He will report back to the Board at the next meeting.
- B. UMass Satellite Emergency Facility- That is ongoing. They plan to submit their application by the end of this month to the Planning Board and Stormwater Committee.
- C. PILOTs- Final PILOT recommendation will be placed on next week's Agenda for Board action.

Ms. Manugian expressed concern on the Destination Groton Committee's proposal to change the Town Center. Mr. Haddad will invite the Destination Groton Committee to a Select Board meeting to discuss their Town Center Wide project.

SELECT BOARD LIASON REPORTS

Mr. Cunningham asked about the Conservation Commission meeting on Tuesday and why the Squannacook River Dam was on the Agenda. Mr. Haddad said that this was part of the review process to finalize a recommendation to the Select Board. The Conservation Commission will be meeting to discuss repairing the dam so the engineer can finalize a budget for repairing the Dam. Mr. Haddad said that the owner of the property on the Shirley side has passed away.

Approval of the Regularly Scheduled Meeting Minutes of May 19, 2025 and Special Meeting of May 23, 2025

Ms. Pine made a motion to approve the regularly scheduled meeting minutes of May 19, 2025, and the Special meeting of May 23, 2025. Mr. Cunningham seconded the motion. The motion carried unanimously.

The meeting adjourned at 7:18 p.m.

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