



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*

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, JUNE 30, 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
1. Consider Ratifying the Town Manager's Appointment of Ambrose Harriman, Caroline Charland and Sydney Bain as Groton Country Club Lifeguards; Matthew Lesser to the Groton Country Club Camp Staff; and Shaun Wagner to the Civilian Traffic Unit
 2. Finalize and Approve Town Manager's Recommendation on PILOTs
 3. Select Board Meeting Schedule Through Labor Day
- II. 6:10 P.M. Items for Select Board Consideration and Action
1. Vote to Dispose of Playground Equipment at Prescott School
 2. Update Meetings on Holiday Policy
 3. Review and Approve Liaison Assignments for FY 2026
 4. Consider Approving a One Day All Alcoholic Beverages License for the Groton Business Association for GrotonFest to be held on Saturday, September 27, 2025 from 10:00 a.m. to 4:00 p.m.
- III. 6:15 P.M. Destination Groton Committee – Update on Town Center Visioning
- IV. 6:30 P.M. PFAS Issue at Groton Dunstable Regional High School – Update from Town Manager

OTHER BUSINESS

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

- A. PFAS Issue
- B. UMass Satellite Emergency Facility
- C. PILOTs

SELECT BOARD LIAISON REPORTS

- V. Minutes: Special Meeting of June 10, 2025
 Regularly Scheduled Meeting of June 16, 2025
 Special Meeting of June 23, 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 30, 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 Ongoing Issues List, there are two items scheduled on Monday's Agenda. At the request of Select Board Member Manugian, I have invited the Destination Groton Committee to Monday's meeting to provide an update on their Town Center Visioning initiative and the work accomplished thus far under the \$50,000 Grant received from the Commonwealth. Second, I have set aside time on the Agenda for me to provide a more in depth analysis/proposal on the necessary expansion of the Water Main Extension Project to address the PFAS issue at the Groton Dunstable Regional High School. Enclosed with this Report is a summary memorandum prepared by APEX Companies, LLC outlining the history of the project, along with the proposed expansion and cost impacts. In addition, I have asked Town Counsel for various opinions to make sure whatever we do moving forward is in compliance with State Law. As of the writing of this Report, I have not yet received Town Counsel's Opinion. I will forward his opinion to the Board under separate cover. I look forward to discussing this with the Board in more detail at Monday's meeting.

1. I have made the following appointments and would respectfully request that the Select Board consider ratifying them at Monday's Meeting: Ambrose Harriman, Caroline Charland and Sydney Bain as Groton Country Club Lifeguards; Matthew Lesser to the Groton Country Club Camp Staff; and Shaun Wagner to the Civilian Traffic Unit
2. At your last meeting, I presented the Select Board with a recommendation on how to address the PILOT issue moving forward. I recommended that the Select Board vote to direct me to continue engaging with our Non-Profit Partners as I have since 2008, with an emphasis on cooperation, goodwill, and respect.

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2. Continued:

While deliberating on this recommendation, Select Board Member Manugian requested that I provide the Board with a comparison to show what the Town has received in Fiscal Year 2025 versus what it would have been under the PILOT Working Group's recommendation of a PILOT based on 15% of their assessed value. The following chart shows the comparison requested:

<u>Organization</u>	<u>Fiscal Year 2025 Property Value</u>	<u>Fiscal Year 2025 PILOT</u>	<u>Property Value at 15%</u>	<u>PILOT at 15% Value</u>	<u>Difference Between Current/ 15% Value</u>
Groton School	\$ 273,905,700	\$ 205,000	\$41,085,855	\$ 619,986	\$ 414,986
Groton Hill Music	\$ 203,996,900	\$ 88,880	\$30,599,535	\$ 461,747	\$ 372,867
Lawrence Academy	\$ 57,971,200	\$ 82,500	\$ 8,695,680	\$ 131,218	\$ 48,718
MIT	\$ 2,994,700	\$ 17,130	\$ 449,205	\$ 6,779	\$ (10,351)
Seven Hills	\$ 6,119,800	\$ 17,119	\$ 917,970	\$ 13,852	\$ (3,267)
Shanklin Music Hall	\$ 1,039,900	\$ 8,000	\$ 155,985	\$ 2,354	\$ (5,646)
American Baptist Churches	\$ 15,753,300	\$ 20,000	\$ 2,362,995	\$ 35,658	\$ 15,658
Sub-Total	\$ 561,781,500	\$ 438,629	\$84,267,225	\$ 1,271,592	\$ 832,963
Groton Electric Light Department	N/A	\$ 40,000	N/A	N/A	N/A
Total	\$ 561,781,500	\$ 478,629	\$84,267,225	\$ 1,271,592	\$ 832,963

It should be noted that in Fiscal Year 2024, the Town received \$435,038 in PILOT payments, so continuing with our current strategy generated an increase of \$43,591, or 10%. I look forward to discussing this in more detail with the Board at Monday's meeting.

3. Please see the update to the Select Board Meeting Schedule through Labor Day:

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

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3. Continued:

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. As discussed at your June 9th Meeting, I advertised the disposal of the surplus Playground Equipment behind the Prescott School. We received interest only from Grotonwood. They are willing to remove the equipment at their expense. Based on this, I would respectfully request that the Select Board vote to authorize me to dispose of the equipment by allowing Grotonwood to take it away. We can discuss this in more detail at Monday's meeting.
2. In reviewing our various Policies, the Town Clerk noticed that the Meetings on Holiday Policy needs to be updated by adding Juneteenth and changing Columbus Day to Indigenous People's Day. Enclosed with this Report is the revised Policy. I would respectfully request that the Board vote to approve the revised Policy at Monday's meeting.
3. As requested at your last meeting, I have enclosed with this Report last year's Liaison Assignments. I would respectfully request that the Board review the Assignments and let me know if any changes need to be made.
4. I would respectfully request that the Board approve a One Day All Alcoholic Beverages License for the Groton Business Association for GrotonFest to be held on Saturday, September 27, 2025 from 10:00 a.m. to 4:00 p.m.

MWH/rjb
enclosures



Memorandum

Date: June 25, 2025

To: Mark Haddad, Town Manager, Town of Groton, MA

From: Tyler Schmidt, PE, Project Manager, Apex Companies, LLC

CC: Dave Patangia, PE, Senior Principal, Apex Companies, LLC
Hanna Schenkel, Project Engineer, Apex Companies, LLC

**Subject: Groton Dunstable Regional High School PFAS Contamination
Phase 3 Water Main & Private Water System Hookup Planning Level Costs**

Apex Companies, LLC (Apex) has been continually supporting the Town of Groton (Town) with the Groton Water System Expansion Project (DWSRF-16819). The project aims to serve the Groton Dunstable Regional High School (School) and surrounding properties impacted by Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) contamination in their drinking water wells.

Background

The Town contracted Apex on January 13, 2023 in an emergency, on-call engineering capacity. PFAS testing in the drinking water at the School identified levels well above the Massachusetts Department of Environmental Protection (MassDEP) PFAS Maximum Containment Level (MCL) of 20 parts per trillion (ppt) for a mixture of six PFAS compounds (PFAS6).

The School is a Public Water System (PWS) that treats water from a single groundwater well. The School is located in Groton on the town lines of Dunstable and Pepperell. The School retained a Licensed Site Professional (LSP) through their consultant, Tighe & Bond, in response to the MassDEP Waste Site Cleanup Bureau's determination that the PFAS groundwater contamination resulted from a 2003 fire on the School's property (RTN 2-0021961). The fire was extinguished with Aqueous Film-Forming Foam (AFFF), which is a known PFAS source. MassDEP determined the School is legally responsible for remediating the water supply at the school and any surrounding impacted properties. The School is jointly owned by the Town of Groton and Town of Dunstable.

The Town and Apex have worked expeditiously with support from the Towns of Dunstable and Pepperell to implement a water main extension of the Groton Water System as Phase 1 of a two phased solution to the PFAS emergency. Acting based on abutting property PFAS sampling data collected by the LSP in 2023, the Town funded, designed, permitted, and bid a water main extension project on Hollis Street, Chicopee Row, Groton Street, Kemp Street, and North Street. The project is currently in construction and expected to provide the School with water service by October 15, 2025.

The LSP informed Apex and the Town at a meeting on March 20, 2025 that the observed limits of PFAS contamination have expanded since the water main project's limits of work were conceptualized in 2023. The water main currently under construction does not service multiple areas impacted by the expanded PFAS contamination. These areas include Reedy Meadow Road, Raddin Road, Hawtree Way, and portions of Kemp Street. Figure 1, included in Attachment 1, shows the area not serviced by the planned Phase 1 and 2 water mains and utilizes sampling data taken by the LSP as of February 25, 2025. The LSP's testing area is continuing to expand. However, the LSP informed Apex that the expansion is only trending south down Chicopee Row, and additional impacted areas appear to be covered by the current Phase 1 water main extension.

The Towns of Groton & Dunstable, along with Apex and the LSP, met with MassDEP on June 12, 2025 to discuss the PFAS plume spread and the Towns' obligations now and into the future. Meeting notes are provided as Attachment 2. The primary focus of the meeting was to discuss when the site can be closed by the LSP and the Town's obligations for providing water service to impacted properties. MassDEP confirmed it's the LSP's responsibility to determine if the site can be closed, but clarified the minimum threshold required to close out the site is that a permanent solution must be in place for all impacted properties and that the contamination at the school is contained. MassDEP views the water main installation as a satisfactory permanent solution, provided that all impacted properties are offered a free connection. Furthermore, in the context of the Massachusetts Contingency Plan (MCP), which governs the LSP's activities, any property testing with a detectable amount of PFAS within the site boundary must be offered a free service, regardless of concentration. Properties testing below the prevailing MassDEP Drinking Water Standards for PFAS, currently 20 parts per trillion (ppt) for a combined six PFAS compounds, that refuse a free connection will no longer be the Town's responsibility. Properties testing above the prevailing Drinking Water Standards at the time of site closure that refuse a free water service will require continual treatment at the Town's expense.

Given these requirements, the Towns of Groton and Dunstable must continue to move expeditiously to provide water service and private side hookups to impacted properties as quickly as possible. It is also imperative that the Town simplify the process to encourage most properties to agree to a free water service connection, thereby preventing ongoing expenses for private water treatment in perpetuity.

Water Main Expansion

To provide water service to all impacted properties, Phases 1, 2, and a new auxiliary of Phase 1 must be completed to account for the site boundary expansion mentioned above, hereafter called Phase 3. Completion of Phase 1 is scheduled for mid-October 2025, excluding final paving, which is expected to occur in the spring of 2026.

Phase 2 includes installing a water main from Jersey Street in Pepperell to connect to the Phase 1 main on North Street in Groton. It also includes connecting the Phase 1 main at the intersection of Kemp Street and Groton Street in Dunstable, up Groton Street to Route 113 in Dunstable. The Towns of Groton and Pepperell discussed at a June 18, 2025, meeting breaking Phase 2 into two parts to simplify permitting requirements with the Water Resources Commission by not connecting the Pepperell and Dunstable Water Systems at the intersection of Groton Street and Route 113. By installing only the Groton Street water main to the limits of the PFAS site boundary, the first part of Phase 2 implementation can be significantly fast-tracked. The first part of Phase 2 will be funded, in part, by a \$5M federal grant recently awarded to the Town of Pepperell.

Phase 3 includes servicing several PFAS-impacted properties in areas without a previously planned water main. To serve all impacted properties, an additional 7,100 linear feet of water main and associated appurtenances would need to be installed on four streets. The four streets and the associated main lengths are listed below:

1. Kemp Street – 1,200 Linear Feet
2. Raddin Road – 3,500 Linear Feet
3. Hawtree Way – 1,000 Linear Feet
4. Reedy Meadow Road – 1,400 Linear Feet

Apex recommends a minimum water main size of 8 inches for all four streets to accommodate fire flow demand and potential future expansion. Apex has prepared a planning-level estimate for this additional work. The planning level estimate is based on the average of the bid results from the Phase 1 water main expansion project. The costs include a 15% engineering estimate and a 20% construction contingency. All estimates are in 2025 dollars and may not be representative of current or future macroeconomic disruptions.

Table 1: Engineer's Opinion of Probable Construction Costs for the Phase 3 Water Main

Item No.	Description	Units	Quantities	Unit Price	Extended Amount
1	MOBILIZATION AND DEMOBILIZATION				
1a	Mobilization and Demobilization (5%)	ALLOW	1	\$130,000.00	\$130,000.00
2	DUCTILE-IRON WATER MAINS				
2a	6-inch Ductile-Iron Water Main, Class 52 Pipe	LF	300	\$150.00	\$45,000.00
2b	8-inch Ductile-Iron Water Main, Class 52 Pipe	LF	7,100	\$180.00	\$1,278,000.00
3	DUCTILE-IRON FITTINGS				
3a	Ductile-Iron Fittings	LB.	1,000	\$5.00	\$5,000.00
4	FIRE HYDRANTS				
4a	Fire Hydrants	EA.	20	\$10,000.00	\$200,000.00
5	GATE VALVES AND BOXES				
5a	6-inch Gate Valves and Boxes	EA.	20	\$1,800.00	\$36,000.00
5b	8-inch Gate Valves and Boxes	EA.	30	\$2,800.00	\$84,000.00
6	CORPORATION STOPS				
6a	1-inch Corporation Stops	EA.	54	\$1,500.00	\$81,000.00
6b	2-inch Corporation Stops	EA.	15	\$2,000.00	\$30,000.00
7	WATER SERVICE TUBING				
7a	1-inch Copper Water Service Tubing	LF	810	\$40.00	\$32,400.00
7b	2-inch PE Water Service Tubing	LF	225	\$60.00	\$13,500.00
8	CURB STOPS AND BOXES				
8a	1-inch Curb Stops and Boxes	EA.	54	\$1,500.00	\$81,000.00
8b	2-inch Curb Stops and Boxes	EA.	15	\$2,000.00	\$30,000.00
9	EARTHWORK				
9a	Exploratory Excavation (Test Pits)	CY	100	\$60.00	\$6,000.00
9b	Excavation of Unsuitable Materials Below Trench Grade (10%)	CY	950	\$50.00	\$47,500.00
9c	Rock Excavation (5%)	CY	500	\$75.00	\$37,500.00
9d	Select Fill (15%)	CY	1450	\$35.00	\$50,750.00
9e	Additional Select Fill Around Water Main (5%)	CY	500	\$35.00	\$17,500.00
10	TEMPORARY PAVEMENT				
10a	Temporary Trench Pavement (3.5" Depth)	SY	5,250	\$35.00	\$183,750.00
11	PERMANENT PAVEMENT				
11a	Full Width Mill & Overlay (2" Depth)	SY	23,650	\$15.00	\$354,750.00
12	ENVIRONMENTAL PROTECTION				
12a	Restoration of Growth	SY	370	\$10.00	\$3,700.00
12b	Silt Sack	EA.	30	\$155.00	\$4,650.00
12c	Filter Sock	LF	8000	\$5.00	\$40,000.00
13	TRAFFIC CONTROL				
13a	Uniformed Police Officer Allowance (10 hr. days x \$65 per hr. x 2 officers)	ALLOW	1	\$100,000.00	\$100,000.00
13b	Variable Message Boards	BOARD-WEEKS	15	\$500.00	\$7,500.00
14	MISCELLANEOUS ITEMS				
14b	Bleeder Manhole & Appurtenances	LS	4	\$20,000.00	\$80,000.00
Subtotal					\$2,979,500.00
Engineering (15%)					\$447,000.00
Contingency (20%)					\$596,000.00
Total					\$4,022,500.00

During the meeting on June 18th, the possibility of designing, permitting, and bidding for both the first part of Phase 2 and all of Phase 3 as a single project was discussed. This could increase the economies of scale of both projects and ensure faster implementation. Additional efforts will be required in construction to separate the grant-funded portion of Phase 2 from the municipal bond market funding of Phase 3.

Schedule

Apex prepared a preliminary design and construction schedule for Phase 3. The schedule accounts for a pre-design survey and base plan, which will be conducted using a ground-based GPS survey supplemented with GIS data and a drone flyover. The drone flyover may be mitigated due to foliage covering parts of the roadway. The survey will take place in July 2025. The design phase will consist of developing design plans and specifications and will begin immediately after the survey is completed and the base plan is developed. The design phase will span from August through September 2025. Permitting will consist of the following:

1. An Environmental Notification Form (ENF) from the Massachusetts Environmental Policy Act Office (MEPA).
2. Two Requests for Determination of Applicability (RDA) applications, one for the Groton Conservation Commission and one for the Dunstable Conservation Commission.
3. A MassDEP Drinking Water Program WS 32 permit for distribution system modifications to expand the water main.
4. A meeting with MassDCR to discuss the specifics of the recently obtained Interbasin Transfer Act Request for Determination of Insignificance for additional work on Kemp Street.

Permitting will begin in July 2025 for work that does not require a completed design, such as the ENF application, and will continue through October 2025. Once permitting is complete, Apex recommends waiting until March 2026 to bid on the project, aiming to secure favorable bids and ensure work begins in the spring. This will avoid construction in winter conditions and allow time for the Phase 2 design to be completed by the Town of Pepperell and its engineer so the two projects can be combined into one. Construction of the Phase 3 water main is expected to take approximately four months, with an additional four months required for final paving. All work is expected to be completed by November 30, 2026. Table 2 below is a breakdown of the schedule described above.

Table 2: Phase 3 Water Main Planning Level Design & Construction Schedule

SCHEDULE	2025						2026											
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pre-Design (Survey)	X	X			Winter Shutdown													
Design		X	X															
Permitting	X	X	X	X														
Bidding									X									
Construction										X	X	X	X	X	X	X	X	

Planning Level Costs for Providing Water Services

Apex has prepared planning-level costs for providing free water services to impacted properties. Service lengths were estimated using available GIS Data. Estimates are from a recent public bid of service replacement in Lexington, MA. All provided estimates are in 2025 dollars and may not be representative of current or future macroeconomic disruptions. Table 3 below shows the total number of impacted properties based on each road and each phase of water main replacement.

Table 3: PFAS6-Impacted Properties as of February 25, 2025 (as Sampled by the LSP)

Street	Properties Testing Below 20 ppt PFAS6 ²	Properties Testing at 20 ppt PFAS6 or Above	Total Impacted Properties
<i>Phase 1 Water Main</i>			
Chicopee Row	7	2 ¹	9
Groton Street	9	0	9
Kemp Street	4	4	8
Total Phase 1	20	6¹	26
<i>Phase 2 Water Main</i>			
Groton Street	10	2	12
Total Phase 1 & Phase 2	30	8	38
<i>Phase 3 Water Main</i>			
Raddin Road	14	2	16
Reedy Meadow	12	-	12
Hawtree Way	7	3	10
Kemp Street	3	-	3
Total Phase 3	36	5	41
GRAND TOTAL	66	13¹	79

¹ Number includes the Groton Dunstable Regional High School.

² Properties testing above the laboratory reporting limit but below 20 ppt PFAS6.

Water Service Installation

Installing a private water service includes trenching through private property; coring through the building foundation; installing a street-side isolation valve, water meter, and house-side isolation valve; and connecting to the existing plumbing. A pressure-reducing valve is also recommended to meet the pressure the existing plumbing is rated for, reducing the potential for leaks. The existing private well will need to be disconnected from the system and decommissioned in accordance with MassDEP guidelines. Lastly, a cross-connection survey must be conducted by the Water Department to ensure compliance with existing cross-connection regulations.

Water services can be installed by the Town through a public bid project or by the homeowner and reimbursed by the Town. Each approach has tradeoffs. However, the reimbursement option could be less expensive and limit the Town's liabilities for work on private property. Apex prepared a planning-level cost estimate based on the Town bidding the project through a public procurement. Apex recently bid a public bid project on a private side water service replacement project in Lexington, MA, and has recent contractor estimates.

Table 4: Engineer's Opinion of Probable Construction Costs for Private-Side Water Connections

Item No.	Description	Units	Quantities	Unit Price	Extended Amount
1	MOBILIZATION AND DEMOBILIZATION				
1	Mobilization and Demobilization	ALLOW	1	\$65,000.00	\$65,000.00
2	PRE-CONSTRUCTION SITE MEETING				
2a	Pre-Construction Site Meetings	EA.	78	\$450.00	\$35,100.00
3	WATER SERVICE PIPING				
3a	1-inch Copper Water Service Piping (Private)	LF	5,000	\$25.00	\$125,000.00
3b	2-inch Copper Water Service Piping (Private)	LF	6,600	\$30.00	\$198,000.00
4	BALL VALVE AND CONNECTIONS AND METER				
4a	1-inch Ball Valve & Connections and Meter	EA.	55	\$500.00	\$27,500.00
4b	2-inch Ball Valves & Connections and Meter	EA.	21	\$800.00	\$16,800.00
5	EARTHWORK				
5a	Exploratory Excavation (Test Pits)	CY	420	\$75.00	\$31,500.00
5b	Excavation of Unsuitable Materials	CY	100	\$45.00	\$4,500.00
5c	Rock Excavation	CY	100	\$75.00	\$7,500.00
5d	Select Fill	CY	200	\$45.00	\$9,000.00
6	DRIVEWAY RESTORATION				
6a	Asphalt Driveway Restoration (2")	SY	2,000	\$35.00	\$70,000.00
7	PRIVATE PROPERTY EXCAVATION & RESTORATION				
7a	Additional Restoration (Private Side)	ALLOW	100	\$2,000.00	\$200,000.00
8	ENVIRONMENTAL PROTECTION				
8a	Silt Sack	EA.	10	\$200.00	\$2,000.00
8b	Filter Sock	LF	500	\$10.00	\$5,000.00
9	MISCELLANEOUS ITEMS				
9a	Well Decommissioning	EA.	78	\$2,500.00	\$195,000.00
9b	Cross Connection Survey	ALLOW	78	\$150.00	\$11,700.00
				Subtotal	\$1,003,600.00
				Engineering (20%)	\$201,000.00
				Contingency (20%)	\$201,000.00
				Total	\$1,405,600.00

Private contracting has the potential to be more cost-effective; however, the specific costs are difficult to determine. The costs of water service installations vary significantly by service, the length of pipe required, the complexity of yard landscaping, the location of the internal plumbing connection point, and the existing conditions of a particular property. Therefore, costs are difficult to determine without conducting site-specific surveys. Average construction costs can range between \$10,000 and \$20,000 per water service.

Next Steps & Recommendations

The Town of Groton recently authorized Apex to begin designing the Phase 3 water main. Apex requests that the Town determine how it plans to complete the private side replacement work, either through a direct procurement bid or by reimbursing homeowners who hire an installation contractor privately.

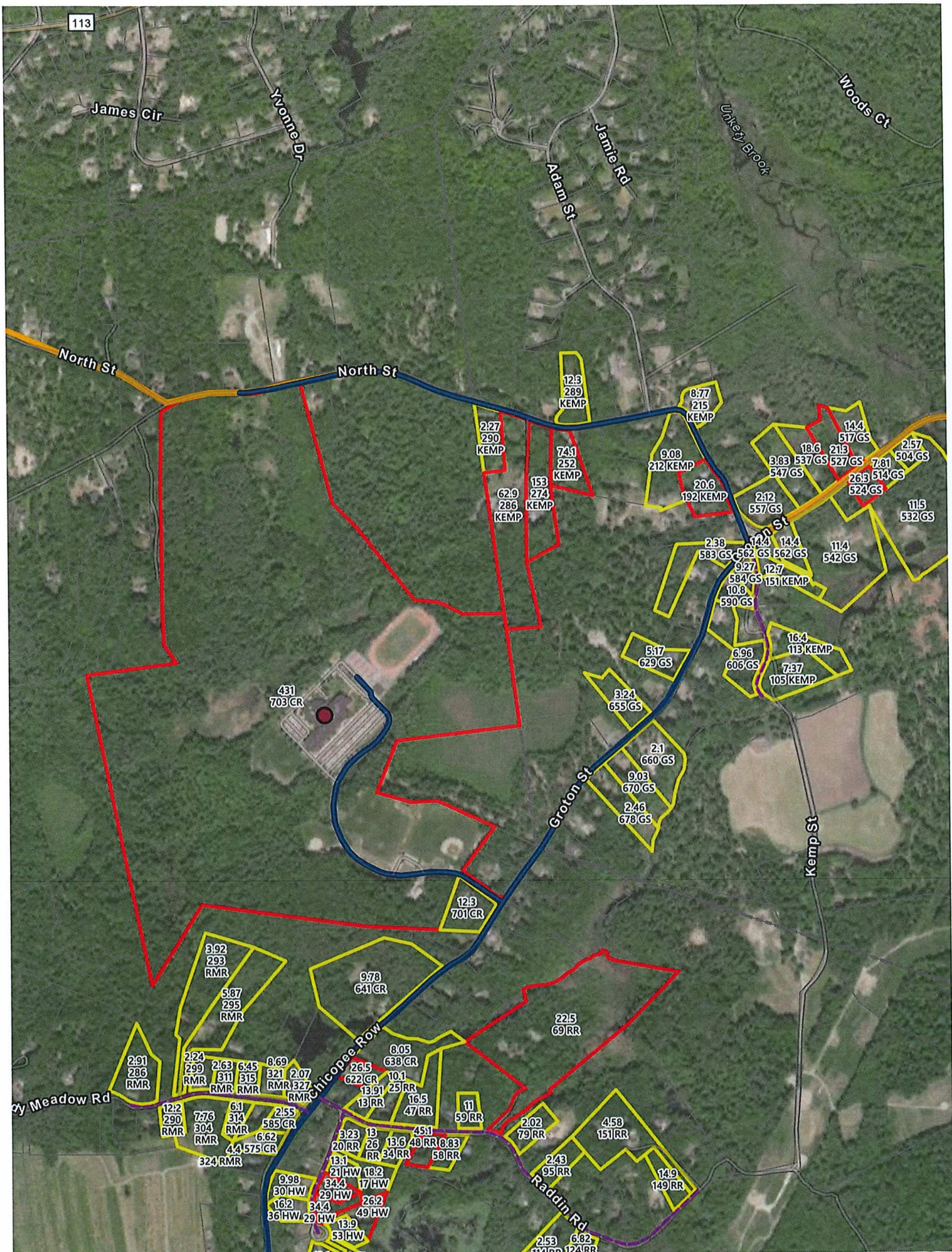
The Town of Eastham, MA has successfully implemented a reimbursement program through a Town Meeting vote of a betterment when building out its water system. While not fully aligned with what the Town of Groton would implement, it serves as a foundational basis for a municipality reimbursing private side work to the Contractor directly, which avoids financial hardship on impacted homeowners.

Attachments

1. Figure No. 1 PFAS6 Concentration Summary Map
2. Meeting Notes from June 12, 2025, meeting with DEP & LSP

Attachment No. 1

Figure No. 1 PFAS6 Concentration Summary Map



Attachment No. 2

Meeting Notes from June 12, 2025, meeting with DEP & LSP



Meeting Notes

Date: Thursday, June 12th, 2025 at 9:00 A.M.

Location: Groton Town Hall
Second Floor Conference Room
173 Main Street, Groton, MA

Meeting Title: Groton Dunstable Regional High School (GDRHS) PFAS - DEP Meeting – (RTN) 2-0021961

Prepared By: Hanna Schenkel, Apex Companies

Attendants: Mark Haddad, Town Manager, Town of Groton
Tom Orcutt, Water Superintendent, Town of Groton
Jason Silva, Town Administrator, Town of Dunstable
Mary Jude Pigsley, Regional Director, MassDEP
Andrea Briggs, Deputy Regional Director, MassDEP
Mark Baldi, Deputy Regional Director Bureau of Waste Site Cleanup, MassDEP
James Perry, PFAS Branch Chief, MassDEP
Michael Scherer, Project Environmental Scientist, Tighe & Bond
Matthew Wagner, LSP, Principal Environmental Scientist, Tighe & Bond
Tyler Schmidt, PE, Project Manager, Apex Companies
Hanna Schenkel, Project Engineer, Apex Companies

The Massachusetts Department of Environmental Protection (MassDEP), the Town of Groton (Groton), the Town of Dunstable (Dunstable), Apex Companies LLC (Apex), and Tighe & Bond, the Groton Dunstable Regional High School's (GDRHS's) Licensed Site Professional (LSP), met at the Groton Town Hall on Thursday, June 12th, 2025 to discuss PFAS contamination extents and responsibilities of the Town of Groton and Town of Dunstable as a result of the PFAS contamination at the GDRHS. The meeting topics discussed are presented below.

PFAS Contamination at and around the GDRHS

- Contamination of PFAS in the groundwater at the GDRHS was discovered in 2021. Tighe & Bond has been the LSP for the school since and has been testing the soil and surrounding properties as it works to determine the extent of the contamination.
- The LSP has shared regular status reports with MassDEP.
- The LSP has defined the extent of PFAS contamination that likely originated at the GDRHS.
 - Apex distributed maps showing the affected properties and detected PFAS concentrations.
- The LSP is currently conducting quarterly samples. There will be no new properties in the next round of sampling. All properties within the boundary are sampled. Detection of PFAS determines the frequency.
 - Four quarters of non-detect PFAS samples at any given property lead to annual sampling until the site is closed. Alternatively, any subsequent detections of PFAS will lead to quarterly sampling.
- Based on the available data and groundwater flow pattern, groundwater flow is to the northeast.

- There is a different groundwater flow pattern at the properties to the south of the GDRHS; however, irrigation from the GDRHS has been used for decades around the area, so the GDRHS cannot be ruled out as the source of PFAS contamination at the southern property.
- Some property owners outside of the defined PFAS plume have conducted private testing for PFAS at their drinking water wells. The GDRHS is not obligated to provide water service or a permanent solution to these parcels, because they are outside of the LSP-defined boundary.

Status of Permanent Solutions to Water Supply

- The Towns of Groton, Dunstable, and Pepperell all got together in 2022 and 2023 to formulate a joint resolution to the PFAS contamination event. The agreed-upon solution involved a two-phase water main expansion that would result in interconnections between the three Towns. The Groton interconnection would be emergency only, while the Pepperell-Dunstable interconnection would be permanent. The resulting water system expansion would service all impacted properties, including the GDRHS, with clean drinking water.
- The Phase I original alignment, which is now under construction, was designed to connect all known impacted properties, including the GDRHS, to Groton's water system as of 2023; however, the extents of contamination have expanded since the design of the Phase I alignment.
 - Construction of Phase I of the Water System Expansion project is currently in the testing and disinfection phase. Customers along the alignment should be able to connect to the new water main around October 2025, pending MassDEP Drinking Water Program approval.
 - The project team has been coordinating with MassDEP and will continue to provide updates as the chemical booster station start-up progresses.
- Phase II of the original water main alignment is under design and will interconnect Pepperell and Dunstable and extend the water main down North Street and Kemp Street.
- Based on the new extents of contamination, new water main will need to be installed on Reedy Meadow Road, Raddin Road, Hawtree Way, and an additional water main on Kemp Street, to provide the opportunity to connect to all impacted properties within the LSP-defined extent to the public water system.
 - The additional water main on Kemp Street could be included in phase II of the Water System Expansion Project, given its proximity to the proposed work and to avoid a prolonged permitting period for Interbasin Transfer Act (ITA) approval.
- Groton has appropriated \$16.8M for all phases of the project.
 - For Phase 1: Groton received loan funding through the Drinking Water State Revolving Fund (DWSRF) for up to \$12.8M.
 - The project is currently about \$500K under budget.
 - Apex previously met with the SRF group at MassDEP to discuss increasing the loan amount to add the additional streets to the project. MassDEP denied this option, stating that a new application would be required.
 - For Phase 2: The remainder of Groton's appropriation was intended to be used for Phase II of the Water System Expansion Project. However, MassDEP helped Groton and Dunstable receive a \$5M federal/state grant to fund the Phase II work.
 - MassDEP does not recommend changing the alignment of the water main for these earmarked funds, as the EPA is aggressively auditing the use of the funds against the original grant requests.
 - Therefore, there is approximately \$4M in appropriated funds remaining for the Town of Groton to utilize to expand the water main on Reedy Meadow, Radin Road, Hawtree Way, and Kemp Street as previously listed.
 - Dunstable also has approximately \$1.8M authorization remaining.
 - MassDEP discussed that DWSRF loan funding will be very competitive next year.

- Groton and Dunstable will need to decide if it's worth applying for SRF Funds or to finance the project through the municipal bond market. There are pros and cons to each approach.

Obligations of the Towns of Groton and Dunstable Under the Massachusetts Contingency Plan (MCP)

- MassDEP discussed the step-by-step process of determining the GDRHS's responsibilities for providing water service connections or point of entry treatment (POET) systems for properties within the PFAS plume area.
 - MassDEP made clear that the responsibility of compliance with the MCP is on the GDRHS and its LSP.
 - The LSP determines the extent of contamination.
 - MassDEP did not dispute the LSP findings that the plume extents have likely been defined.
 - A permanent solution must be established to close the site.
 - The completion of the water main and offering a free water service connection to all impacted properties, regardless of the level of PFAS, is the minimum threshold that must be met for the establishment of a permanent solution.
 - MassDEP also wants to see data from the LSP that the contamination at the source (the GDRHS) is at, and will remain at, acceptable levels or is remediated.
 - The GDRHS athletic field was rebuilt in 2003. The LSP assessed the source of the PFAS contamination and found no concerns.
 - The LSP will monitor impacts on PFAS levels throughout the plume after the school's well is decommissioned.

Obligations if a Homeowner Rejects a Free Water Service

- All properties with a detectable amount of PFAS must be offered a free water service. The Towns fear that some homeowners will reject the offer because they will need to pay a water bill moving forward, while they currently do not and are being offered bottled water or have a Point of Entry Treatment (POET) system installed. MassDEP clarified the requirements in this instance.
- A free water service must be offered to all properties with a detectable level of PFAS. Homeowner rejections must be recorded.
- Temporary solutions, such as a POET system or bottled water, must be provided to all properties with a detectable level of PFAS until they are offered and connected to the water system.
 - If the property that rejects has detectable levels of PFAS above the Drinking Water Maximum Containment Level (MCL), which is currently 20 PPT for a combined six (6) PFAS compounds, the Towns must continue to maintain their POET systems in perpetuity.
 - If the property that rejects has detectable levels of PFAS below the Drinking Water Maximum Containment Level (MCL), then the GDRHS must continue to provide temporary solutions (bottled water or a POET system) until the LSP closes the site.
 - New Drinking Water PFAS regulations are coming. Any regulation changes will apply to open sites.
 - Properties with non-detect PFAS contamination results must continue to be monitored until the site is closed.
 - Groton is offering discounted connection rates to these properties.
- Groton is requiring properties that connect to the water system for free to decommission their private well(s).
 - MassDEP endorses this limited approach and recommends that Dunstable do the same, as it could keep the PFAS from spreading if its not used for irrigation. However, DEP warned that

enacting a local bylaw to prohibit using private wells with PFAS in the water could open the door to additional interpretations for other drinking water contaminants.

Open Discussion

- MassDEP recommended enacting a bylaw to require new construction to connect to the public water system.
 - Groton currently has a bylaw prohibiting new private wells in areas with public water available. Dunstable does not have this bylaw.



SELECT BOARD POLICY

Policy Category:	Board
Policy Number:	BOA – 2019 - 11
Latest Revision Date:	May 18, 2020 June 30, 2025

POLICY NAME: MEETINGS ON HOLIDAYS POLICY

I. PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for public meetings on holidays for all Town Boards and Committees.

II. POLICY

- A. It is the policy of the Select Board that no Town Board or Committee shall hold regularly scheduled meetings on any recognized and/or declared Local, State or Federal holiday including religious holidays, except under emergency circumstances.
- B. The following is a list of holidays to which this policy applies (subject to annual review and additions by the Select Board:

New Year's Day
President's Day
Memorial Day
Labor Day
Veteran's Day
Christmas Day

Martin Luther King, Jr. Day
Patriots Day
Independence Day
~~Columbus Day~~ Indigenous Peoples' Day
Thanksgiving Day
Juneteenth Holiday

- C. If a meeting is posted and a religious holiday precludes attendance by an individual or group, the Chair of a particular Committee shall consult with the Town Manager and the Agenda item of interest shall be delayed or continued to the next meeting.
- D. If one member of a Committee objects to a meeting taking place on a particular religious Holiday, the meeting shall not be held on that date.



TOWN OF GROTON

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

Select Board

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

Town Manager
Mark W. Haddad

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

From: *Mark W. Haddad – Town Manager*

Subject: *2024 Select Board Liaison Assignments*

Date: *July 1, 2024*

IF YOU HAVE ANY CORRESPONDENCE FOR YOUR LIAISON THROUGHOUT THE YEAR, PLEASE SUBMIT IT TO THE SELECT BOARD'S OFFICE FOR DISTRIBUTION PURPOSES.

	PRIMARY	ALTERNATE
PUBLIC SAFETY <ul style="list-style-type: none">Board of Health	Becky Pine	Matt Pisani
LAND USE <ul style="list-style-type: none">Planning Board	Matt Pisani	John Reilly
SCHOOLS <ul style="list-style-type: none">Groton-Dunstable Regional	Alison Manugian	John Reilly
PUBLIC WORKS <ul style="list-style-type: none">Water CommissionSewer CommissionGroton Electric	Peter Cunningham Peter Cunningham John Reilly	
CITIZEN SERVICES <ul style="list-style-type: none">Trustees of Public LibraryPark Department	Becky Pine Peter Cunningham	
FISCAL MANAGEMENT <ul style="list-style-type: none">Board of AssessorsTrust Fund Commission	John Reilly Matt Pisani	
OTHER <ul style="list-style-type: none">Groton Housing Authority	Alison Manugian	

SELECT BOARD MEETING MINUTES
VIRTUAL MEETING
TUESDAY, JUNE 10, 2025
UN-APPROVED

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

Also Virtually Present: Mark W. Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Melisa Doig, Human Resources Director; Dawn Dunbar, Town Clerk; Labor Counsel, Attorney Sharon Siegel; Rob Foley, Complainant.

Chairman Pisani called the Select Board meeting to order at 9:30 A.M.

9:30 A.M. Continuation- "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 Attorney Sharon Siegel was in attendance.

Mr. Pisani explained that Ms. Manugian would lead the continuation of the discussion. Ms. Manugian said that the Select Board had reorganized the night before, so she would oversee the discussion to determine any next steps. She provided an overview of the Board's current position in the process. Ms. Manugian explained that the Select Board received a complaint about an employee in late May. Under Mass General Law, the employee against whom the complaint was filed has the right to attend all related meetings and discussions. The employee can choose to have the meeting in either an executive session or a public session. In this case, the Town Manager chose to discuss the matter in an open session. The purpose of this meeting was to continue the discussion and decide what action, if any, should be taken.

Ms. Manugian stated that she didn't see any way to obtain copies of the text exchange. She said they heard from Town Manager Mark Haddad during the previous discussion, and he expressed regret but denied using profanity. She has no concerns about how he has managed the projects through the Parks Commission or Community Preservation Committee (CPC), or how they have been handled. She reviewed the minutes of various Park Commission meetings but didn't see any evidence of anyone being excluded; there had been numerous opportunities for discussions regarding the projects.

Mr. Cunningham stated that they had a request to read a statement by the Town Clerk, Dawn Dunbar, and asked whether she should read it into the record. The statement was regarding a public records request and the Complainant, Mr. Foley. Ms. Manugian inquired with Attorney Siegel for her input regarding the statement. Attorney Siegel stated that, without knowing the content of the message, if it sheds light on the issue related to the Town Manager, it may be read. She said if it's a response pertaining to the Town Clerk, it might be appropriate to read it at a different meeting. Mr. Cunningham indicated that the statement concerns the Public Records Request and a potential violation of the Open Meeting Law of the Complainant. Attorney Siegel agreed that it would be appropriate to read it into the record at that time. Ms.

Dunbar, Town Clerk, then read a statement she had prepared into the record (please see the attached statement).

Ms. Pine said she has given this some thought and spoke with Mr. Haddad about it. She said that she was disappointed to learn about the offensive text messages and also upset that he wanted to hold this meeting in an open session. Ms. Pine believes there are two issues at hand. The first is a text conversation that the Board has not seen, which includes the use of foul language (it should be noted that Mr. Haddad, in his statement to the Board, denied using any foul language in the text exchange). If they had met in executive session, the Board could have discussed this with Mr. Haddad. The second issue is that Mr. Haddad repeatedly chose to attack the character and motivation of the complainant in the previous open session meeting.

Mr. Reilly stated that the complaint repeatedly identified who the text was about. He confirmed that he saw the message and said it contained no offensive or foul language. He explained it was a conversation between two friends and was resolved quickly. Mr. Reilly believes it does not impact the town and does not consider the text inflammatory. He noted that Mr. Foley claimed he verified the profanity in the message and alleged it was inflammatory. Mr. Reilly denied both claims. He added that the person to whom the Town Manager sent the message has not filed a complaint. He also said that Mr. Foley misrepresented what he said and may be misrepresenting other facts.

Mr. Cunningham said that while he has been troubled in the past by how Mr. Haddad reacts to situations, he can't ignore the fact that the complaint was filed after Mr. Foley was admonished for violating the Open Meeting Law, and he was unhappy with the Town Clerk's response. He can't dismiss the correlation between the two. Mr. Pisani said it was Mr. Haddad's decision on how he wanted to hold this meeting. Mr. Cunningham said the timing of Mr. Foley's complaint is questionable, and the recipient of the text doesn't have an issue; he is having a hard time with this.

Mr. Foley, the complainant, stated that his complaint is of a serious nature and that he has no personal issues with the Town Manager. He said that this was unpleasant for him. He felt compelled to do what was right and wanted to address the timing of his complaint. Mr. Foley stated that he had no problem with the Open Meeting Law Violation. He explained his reasoning for questioning the Town Clerk's email to him. He said he started working on the complaint and took his time doing so. He clarified that there is no correlation and that it was coincidental. Mr. Foley apologized to Mr. Reilly for his accusations and also expressed his appreciation for Ms. Dunbar. He stated that every citizen has the responsibility to speak out if they see something wrong in the town government, and believes that the texts could be retrieved. Mr. Foley requested an investigation to determine whether the texts exist. He thanked the Board for allowing him to speak at that time.

Mr. Cunningham said Mr. Foley appealed the public records request to the Secretary of the Commonwealth's office. The Supervisor determined the matter was closed. He is uncertain about what an investigation would reveal at this point, and is unclear about Mr. Foley's motivation or ultimate goal by filing this complaint. Mr. Cunningham stated that the town is not responsible for creating records that do not exist. Attorney Sharon Siegel said she agreed with Mr. Cunningham and that there was no requirement to create records.

Mr. Foley asked about concerns regarding the lack of a record, whether a record had been deleted, and if they were worried that Town business was being conducted and then erased. Ms. Pine replied that text messages and the Open Meeting Law are murky. She is satisfied that the Town Manager has admitted he wasn't proud of the text messages. Ms. Pine stated that democracy requires that if they see something, they should speak up. Ms. Pine said that certain colleges have honor codes, which state that if you witness cheating and fail to report it, you may be subject to sanctions. She hopes the residents of Groton will do the same if they notice anything wrong.

Mr. Cunningham said he doesn't see that this has impacted the work of the Park Commission on the fields, and the CPC project is still moving forward.

Ms. Manugian asked the Board if they had any concerns about how the Town Clerk, Ms. Dunbar, was performing her duties. She expressed her appreciation for her patience. The Board all agreed that Ms. Dunbar has done her job. Ms. Manugian stated that the text no longer exists, but its appropriateness is unclear. The two individuals were communicating on private cell phones. Mr. Haddad expressed regret over how the messages were issued and believes that there is no need for an investigation.

Mr. Haddad said he was at a loss for Ms. Pine's statements. He was concerned and outraged at the tone of Ms. Pine's statement. He stated that he would not accept any blame for a text message he sent to a friend, and that they worked out their differences and moved on. Mr. Haddad stated that his statement was intended to defend himself against an unwarranted attack. He explained that the statement and evidence he provided to the Board show he did nothing wrong. Mr. Haddad pointed out that the Board had overlooked the fact that the complaint filed by Mr. Floey accused the Town Manager of subsuming the authority of the Park Commission, and the Select Board should focus on that. He provided them with minutes and evidence to prove that it wasn't true. Mr. Haddad feels targeted and dragged through the mud for something that isn't true.

Conclusion

Ms. Manugian believes this would have been an easier conversation to have in executive session. Mr. Cunningham said he has not heard anything that warrants a further investigation. Ms. Pine expressed concern about Mr. Haddad's angry reaction, stating it was inappropriate. Mr. Pisani echoed Mr. Cunningham's response and understands Mr. Haddad's perspective. Ms. Manugian mentioned there's no appetite for an investigation at this point. She said that the Select Board could issue a letter of reprimand but was comfortable addressing this solely through Mr. Haddad's evaluation. Mr. Cunningham suggested that a brief summary statement could be crafted.

Mr. Cunningham made a motion that the complaint filed by Mr. Foley does not warrant a further investigation of the Town Manager. Mr. Pisani seconded the motion.

Discussion

Ms. Pine asked whether they should include that the Board would be issuing a statement. Mr. Cunningham replied that he does not believe they should and that Members Manugian and Pisani will craft a brief statement.

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

The meeting adjourned at 10:25 a.m.

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

SELECT BOARD MEETING MINUTES
MONDAY, JUNE 16, 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; Dawn Dunbar, Town Clerk; Jason Kauppi, Moderator; Bud Robertson, Finance Committee Chair; Melisa Doig, Human Resources Director; Tom Orcutt, Groton Water Superintendent; Hannah Moller, Treasurer/Collector.

Chair Pisani called the meeting to order at 6:00 p.m. and reviewed the agenda.

ANNOUNCEMENTS

Ms. Pine announced the passing of Ms. Ellen Hargraves. Ms. Hargraves and Ms. Pine served together on the School Committee for several years. Ms. Hargraves was also an active member of numerous organizations and a teacher for many years. Ms. Pine wanted to note her passing with sadness.

Mr. Haddad said there has been a lull on the Chicopee Row Water Main project because DeFelice has completed the installation of the Main. DeFelice would now be moving forward with connections. He stated that starting June 23, detours will resume, and signboards will be used again. Ms. Pine wanted to remind residents on the road where the water main is installed and that they can connect to Town Water at a discounted rate of \$2,000 before December 31, 2026.

The Town Hall will be closed on Thursday, June 19th, for the Juneteenth holiday, and will also be closed on Friday. On Monday, June 23rd, the Town Hall will close at 5:00 p.m. in preparation for the Special Town Meeting.

PUBLIC COMMENT PERIOD

None

TOWN MANAGER'S REPORT

1. Consider Making the Annual Appointments of the Town Manager and Select Board.

Mr. Haddad said it was time for the Town Manager to make his annual appointments and nominations. He provided the Board with a list of proposed appointments (Mr. Haddad reviewed the attached memo).

Mr. Cunningham moved to ratify the Town Manager's appointments listed on pages 1 through 5 of the annual reappointment memorandum, as presented. Ms. Manugian seconded the motion. The motion carried unanimously.

Mr. Reilly moved to accept the nominations of the Town Manager and appoint those individuals listed on pages 6, 7, and the top of page 8 of the annual reappointment memorandum. Ms. Pine seconded the motion. The motion carried unanimously.

Ms. Manugian moved to ratify the Town Manager's appointments listed on page 8 as presented for the Groton Country Club staff and Council on Aging per diem van drivers. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Cunningham asked Mr. Haddad if the Conductor Lab Committee could give an update to the Select Board at a future meeting. Mr. Haddad said that they have been working with a consultant funded by Honeywell to review their work. He said when they are ready to update the Select Board, he will schedule it.

Select Board Annual Appointments

Mr. Haddad reviewed the Select Board's Annual Appointments (See attached memo).

Ms. Pine moved to approve the appointments of the Select Board on pages 1 through 3 as presented, with the exception of the Board of Registrars. Ms. Manugian seconded. The motion carried unanimously.

Board of Registrars

Mr. Haddad stated that Marvin Caldwell's term on the Board of Registrars would expire on June 30, 2025. The current makeup of the Board of Registrars is One Republican member, Two Democratic members, and one Unenrolled (Dawn Dunbar, Town Clerk). The Board can appoint either a Democrat or a Republican to the Board.

Ms. Pine moved to re-appoint Marvin Caldwell (Democrat) to the Board of Registrars. Ms. Manugian seconded the motion. The motion carried unanimously.

6:15 P.M. In Joint Session with the Moderator- Consider Adjusting the Quorum for the June 23, 2025, Special Town Meeting.

Moderator Jason Kauppi and Finance Committee Chair Bud Robertson were in attendance for the discussion.

Mr. Haddad suggested that the Select Board consider reducing the quorum requirement for conducting business during the June 23, 2025, Special Town Meeting. He said there might be a risk of not having the required quorum of 178 registered voters present at some point during the meeting and proposed reducing the quorum size to address the potential issue. Mr. Haddad explained that, according to Section 15 of Chapter 22 of the Acts of 2022, extended by Section 4 of Chapter 2 of the Acts of 2025, the Select Board, with the consultation and approval of the Town Moderator, has the authority to decrease the quorum for any town meeting to not less than 10 percent of the required quorum. He clarified that the required quorum is 178 registered voters, and 10 percent of the required quorum would be 18 in this case. He explained to the Board that they could reduce the quorum to 18 voters if they wished. Mr. Haddad recommended reducing the quorum for the Special Town Meeting to 50 for conducting business. He said this is the same level the Select Board set for the May 18, 2024, Special Town Meeting. According to the Town's Charter, there is no quorum requirement for the Annual Town Meetings in the Spring and the Fall. Mr. Haddad explained that if the Special Town Meeting does

not achieve a quorum, the school district will not have an effective budget by July 1 and will revert to a 1/12th budget instead. He doesn't believe there is anything confrontational on this warrant. Mr. Haddad recommended that the Select Board consider reducing the quorum requirement to 50 registered voters for the June 23, 2025, Special Town Meeting.

Mr. Kauppi explained the procedure when a quorum is not achieved at a town meeting to the Select Board. Mr. Kauppi expressed concern that lowering the quorum might undermine the rule established by the town meeting in the bylaw. He stated that reducing the quorum could compromise the legitimacy of the vote and warned that it sets a dangerous precedent to pursue this course.

Mr. Haddad mentioned that when the override failed, it was considered the first rejection of the budget. If this current proposal fails again, it would be considered the second rejection of the school district's budget. It would be referred back to the School Committee for consideration of a District Wide Meeting.

Mr. Pisani requested input from the Select Board members. Mr. Cunningham expressed his concerns about the potential consequences of not having a budget in place. He was also concerned that another Town Meeting would need to be scheduled, as it may be challenging to do so due to summer vacations. He believes it's important to get it done. Ms. Manugian believes the situation is somewhat different this year. She also shared the same concerns as Mr. Kauppi. Ms. Pine expressed her willingness to lower the quorum and understands the consequences. She mentioned that they would not be in their current situation if they had successfully convinced the voters initially. Mr. Reilly asked Mr. Kauppi if he supported lowering the quorum for the Special Town Meeting last year. Mr. Kauppi confirmed that he did. Mr. Reilly agreed with Ms. Manugian but leaned towards not lowering the quorum.

Mr. Cunningham made a motion to reduce the quorum to 50 for the Special Town Meeting on June 23, 2025. Ms. Pine seconded the motion.

Discussion

Ms. Manugian asked if it had to be reduced to the low number of 50. Mr. Haddad said 50 was just his recommendation, and the lowest that they could go was 18 up to 178. Ms. Manugian said it would have to be in the ballpark of 125 to 150 to recommend the reduction. Mr. Haddad asked the Moderator if the Select Board approves this motion, would he be required to accept it. Mr. Kauppi stated that the Moderator has the ability to make the final decision. Mr. Kauppi stated that he respects the Select Board and their decisions, so he is paying close attention to their recommendation.

Mr. Cunningham amended the motion to reduce the quorum to 125 for the Special Town Meeting on June 23, 2025. Ms. Pine seconded the motion.

Discussion

Mr. Cunningham emphasized the importance of getting this done.

The motion was approved by a majority vote, with 4 in Favor, 1 Against -Reilly.

Moderator Kauppi said that in a world where compromise is good, he accepted 125 and urged the voters to show up.

2. Consider Adopting the Recommendation of the Town Manager on PILOTs.

Mr. Haddad explained that the Town Manager's PILOT Working Group presented a detailed report to the Select Board in January, recommending requests for Payments in Lieu of Taxes (PILOTs) from our Non-Profit Partners equivalent to 15% of their property value. He stated that the intent of this proposal was to grow the PILOT Program, but the recommendation has been met with considerable apprehension and concern from the town's Non-Profit Partners. Mr. Haddad emphasized the importance of acknowledging that the current approach, based on collaboration, mutual respect, and voluntary participation, has been proven both effective and productive. Since 2009, PILOT contributions have increased by 131%, showing that this approach is viable and successful. Mr. Haddad said, given the lack of support from the Non-Profit Partners for the proposal and success under the current approach, he recommends that the Board vote take no action and to direct him to continue to engage with the Non-Profit Partners as Mr. Haddad has since 2008, with an emphasis on cooperation, goodwill, and respect. Mr. Haddad believes this approach is in the best interest of the Town of Groton and its Non-Profit Partners.

Mr. Haddad said that this year, Ms. Moller followed the previous process of reaching out to every person who contributed, and they contributed again. He stated that this year will exceed last year, thanking the Groton Hill Community Fund. He also said that Groton School increased its PILOT payment by 2.5%. Mr. Pisani stated that the Report exists and is a concrete formula that has been developed. He doesn't believe it was a waste of time. Ms. Manugian inquired about the percentage comparison of where individuals stood in relation to last year. Mr. Haddad will gather that information and add it to the agenda for June 30th. Ms. Pine commented on the efforts of the Working Group. She explained that most private schools in Massachusetts do not contribute to a PILOT. Ms. Pine emphasized that Groton School has been generous. Mr. Haddad clarified that he respected the work of his PILOT Working Group.

3. Review Motions/Article Assignments for the June 23, 2025, Special Town Meeting.

Moderator Mr. Kauppi and Finance Committee Chair Bud Robertson were present for the discussion.

Mr. Haddad stated that he had enclosed a copy of the Motions for the June 23, 2025 Special Town Meeting and the Article Assignments with the Town Manager's Report. Mr. Haddad said there were five (5) Budget Motions and reviewed them with the Board (see included in these minutes).

Mr. Haddad explained his proposal for the Special Town Meeting to the Select Board and Moderator: He recommended that Mr. Robertson move Motion 1, which would bring the motion to the floor. Afterward, Mr. Robertson would present a PowerPoint that Mr. Haddad drafted to the Town Meeting. Following the presentation, there would be a debate, followed by a vote on Motion 1. Mr. Haddad then proposed a consent motion for Motions 2 through 5, noting it was similar to how the operating budget was presented at the Annual Town Meeting. Finally, they would proceed to Article 2.

Mr. Haddad said the Special Town Meeting Handout would include the motions and a one-page summary of the line items affected. Mr. Kauppi stated that voters would be allowed to ask questions regarding any part of the budget. Additionally, they would be allowed to hold any section of the budget for debate or to vote on. He clarified that no debate is permitted on a consent agenda, and any motion would need to be held for discussion and debate before being voted on.

Mr. Cunningham inquired if some of the printed warrants could be dropped off at the Senior Center. Executive Assistant Ms. Cruikshank stated she would deliver some warrants in the morning.

4. Proposed 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 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. Begin the Process to Establish the Annual Goals of the Select Board and Town Manager.

Mr. Haddad said that it was that time of year when the Board and Town Manager establish goals. He stated that it has been the Board's practice over the last several years for each member to set two or three goals they want to accomplish over the next year. Mr. Haddad asked the Board to submit their proposed goals to him by June 26th, and he would prepare a document with the goals for the Select Board's review and approval at the June 30th Meeting.

2. Initiate the Annual Performance Review of the Town Manager.

Mr. Haddad said it was that time of year for the Select Board to begin the Annual Performance Review of the Town Manager. He stated that, under the Board's Policy, the Chair was required to certify which members could participate in the Annual Review and direct the Town Manager to initiate his self-evaluation, then submit his portion of the review to the HR Director within the next 15 days.

Ms. Manugian expressed her desire to postpone the matter until after July 1st, as the Board's Policy states that this process should begin annually on that date. She explained that the next step involves the Select Board Chair presenting those who are eligible to participate. However, she said this might be challenging because the Town Manager had filed a grievance against her. One of the requests in the grievance is to prevent Ms. Manugian from participating in the Town Manager's

Annual Performance Review. Ms. Pine agreed with Ms. Manugian and mentioned that a grievance had also been filed against her on June 10th. She said the grievance was filed for "Discrimination, Retaliation, Harassment, and Creating a Hostile Work Environment." She understood that a meeting with the Board had already taken place, which included another member of the Board. She said this was part of the grievance filing process in the Town Manager's contract. Mr. Pisani confirmed that a meeting was held and that they listened to Mr. Haddad, discussing how to proceed. The first step should involve Chair Pisani and Mr. Haddad, followed by the next step. Ms. Pine questioned the process that had already taken place. Mr. Pisani expressed that he was looking for someone with experience on the Board to assist him. He stated that the next course of action was for the Town Manager to contact Ms. Pine and Ms. Manugian to discuss how to move forward. Ms. Manugian inquired whether they could consult with legal counsel. Mr. Pisani responded that he would look into it. Mr. Haddad recommended that Mr. Pisani consult Town Counsel about the grievance, as it may now be considered a public document due to its public discussion.

Ms. Pine proposed postponing the discussion of the Board Annual Goals and combining it with the Town Manager's Annual Performance Review at a later date. The Board unanimously agreed.

OTHER BUSINESS

Pursuant to the Charter, Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next 30 days.

Ms. Manugian made a motion to authorize the Town Manager and one member of the Select Board to sign the Warrants for the next 30 days. Mr. Reilly seconded the motion. The motion carried unanimously.

Ongoing issues

- A. PFAS Issue- Mr. Orcutt, Groton Water Superintendent, was in attendance.

He explained that on Thursday, June 12th, he, Mr. Orcutt, Jason Silva, the Dunstable Town Administrator, and Apex engineers met with the Department of Environmental Protection (DEP) to discuss the PFAS issue at the high school. Mr. Haddad presented a map from the DEP showing the area where the Licensed Site Professional (LSP) identified concerns related to the spread of the PFAS plume. He also reviewed the water main on the map. He explained that the areas in yellow and red will be the responsibility of the Town to connect to the main at no charge to the property owners, which will add approximately 40 more properties than originally anticipated. New areas of concern include Reedy Meadow Road, Raddin Road, Hawtree Path, and Kemp Street (as referenced in the included map). Mr. Haddad stated that the town is now responsible for these areas of concern.

Mr. Haddad explained that he would be meeting on Wednesday, June 18th, with representatives from the Town of Pepperell and Apex. The purpose of the meeting is to request the Town of Pepperell to expedite Phase 2 of the project, allowing the properties to be connected and the Main to be run to the Jersey Street well in Pepperell.

Mr. Haddad explained that the Town Meeting has allocated \$16.8 million for this project, divided into two phases. The Phase One will cost \$12.8 million, and Phase Two will cost \$4 million. He said that they received a grant for Phase Two, which will be funded by a grant from the DEP, so the funding appropriated for Phase II would not be needed at this time. He clarified that the estimated costs for Raddin Road, Reedy Meadow, and Kemp Street are approximately \$3.5 million. He stated that the SRF loan for Phase One carries a 0% interest rate. Mr. Haddad stated that, with the current appropriation, there are sufficient funds to cover the costs without returning to Town Meeting. Hannah Moller, Treasurer/Collector, has contacted bond counsel to clarify whether the Article allows the Town to spend funds on the added extensions and is currently awaiting their response. The Department of Environmental Protection (DEP) has indicated that the town must install the Main on Raddin Road, Reedy Meadow, and Kemp Street. Mr. Haddad stated that DeFelice provided the Town with competitive prices; if they decide to issue a change order for the additional work, he said it would still be within the scope of the competitive bid. He wants to confirm whether procurement allows a change order of up to 25% of the project cost. Ms. Haddad will consult with Town Counsel for clarification.

Mr. Haddad took a moment to praise DEP Representative Mary Jude Pigsley for her support of Groton. He explained to the Board that an LSP attended the meeting and confirmed that quarterly testing is ongoing, with project completion expected in about two years. This discussion will be continued during the June 30th Select Board meeting, when more information is available.

B. UMass Satellite Emergency Facility- None

C. PILOTs- PILOTs will be discussed during the June 30th Select Board Meeting.

SELECT BOARD LIASON REPORTS

Mr. Pisani asked Mr. Haddad to send last year's Liaison Assignments to the Board members.

Approval of the Regularly Scheduled Meeting Minutes of June 9, 2025, and Special Meeting of June 4, 2025

Ms. Pine made a motion to approve the regularly scheduled meeting minutes of June 9, 2025, and the Special meeting of June 4, 2025. Mr. Reily seconded the motion. The motion carried unanimously.

The meeting adjourned at 7:16 p.m.

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

**SELECT BOARD SPECIAL MEETING MINUTES
MARION STODDART BUILDING
MONDAY, JUNE 23, 2025
UN-APPROVED**

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

Select Board Members Absent: Matt Pisani, Chair; Peter Cunningham;

Also Virtually Present: Mark W. Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager.

Ms. Pine called the Select Board meeting to order at 6:46 P.M.

6:45 P.M. Discussion and Potential Vote on Conflict of Interest Disclosure and Determination/Consent Request from Town Counsel Brian Falk Regarding UMASS Memorial Emergency Services Project at 490 Mains Street.

The UMass Memorial Health is in the process of obtaining permits for its proposed project to create a Satellite Emergency Facility at 490 Main Street. There are a few issues before the permitting boards that require Town Counsel's opinion and assistance. Attorney Brian Falk's firm, Mirick Law, represents UMass and negotiated the land deal for the purchase of 490 Main Street. Attorney Brian Falk was not involved in this particular negotiation. Because his firm represents UMASS, Attorney Falk cannot represent the Town unless the Select Board determines and consents that there is no conflict of interest for him to do so. Mr. Haddad believes that no conflict exists and that Attorney Falk should be allowed to represent the Town during the permitting process. Mr. Haddad explained that only the Select Board can declare that there is no significant financial interest. Ms. Manugian inquired if UMASS Memorial Emergency was proceeding with the land transaction. Mr. Haddad confirmed that they were. She then asked about the alternatives available if they did not grant consent to Attorney Falk. Mr. Haddad explained that they would need to hire another firm in that case to represent the Town Boards during the permitting process. Mr. Haddad announced that the proposed UMASS Memorial Emergency Medical Facility submitted their permitting application today.

Mr. Reilly made a motion for the Town of Groton to hereby consent to Mirick representing the Town on permitting matters involving the proposed UMASS Memorial emergency medical facility on Main Street in Groton based on the disclosure filed by Attorney Falk with the Select Board (copy of the disclosure attached). Ms. Manugian seconded the motion. The motion carried unanimously.

6:55 P.M. Review and Take Action on Any Issue Relative to the June 23, 2025, Special Town Meeting.

None

Meeting adjourned at 6:50 p.m.

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