



# 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, MAY 4, 2026  
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 Appoint of Christopher Rogers as Building Commissioner/Zoning Enforcement Officer for the Town of Groton
  2. 2026 Spring Town Meeting Follow-Up
  3. Update on Select Board Meeting Schedule through the Labor Day
- II.      6:10 P.M.      **Items for Select Board Consideration and Action**
1. Consider Adopting/Approving the 2025-2030 Housing Production Plan
  2. Consider Approving a Common Victualler's License for Tully Farms Scoop Shop, LLC, Located at 30 Hollis Street, Unit B.

### 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. Fire Department Staffing
- D. West Groton Dam
- E. Main Street Study

### SELECT BOARD LIAISON REPORTS

III.      **Minutes:**                      **Regularly Scheduled Meeting of April 27, 2026**

### 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:** *May 4, 2026*

### TOWN MANAGER'S REPORT

Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the Ongoing Issues List, there is nothing specifically scheduled on Monday's Agenda.

1. I am pleased to report that we have completed our Search for a new Building Commissioner/Zoning Enforcement Officer. Christopher Rogers is the current Building Commissioner in Bolton. He has a terrific background in building, zoning and health matters. He will be a fine addition to our Staff. I have attached a copy of his resume to this report for your review. Please consider this as notification of my appointment of Mr. Rogers as Groton's Building Commissioner/Zoning Enforcement Officer. I would respectfully request that the Select Board vote to ratify this appointment, contingent on a successful background investigation by the Police Department, at Monday's meeting.
2. I have set aside time on Monday's Agenda for the Board to discuss/review any issues relative to the May 2, 2026 Spring Town Meeting. I will have an update for the Board at Monday's meeting.
3. Please see the following update to the Meeting Schedule that will take the Board through Labor Day:

Monday, May 11, 2026 -	No Meeting
Monday, May 18, 2026 -	Regularly Scheduled Meeting
Monday, May 25, 2026 -	No Meeting (Memorial Day Holiday)
Monday, June 1, 2026 -	Regularly Scheduled Meeting (Annual Board Reorg)
Monday, June 8, 2026 -	No Meeting
Monday, June 15, 2026 -	Regularly Scheduled Meeting (Annual Appointments)
Monday, June 22, 2026 -	No Meeting
Monday, June 29, 2026 -	Regularly Scheduled Meeting
Monday, July 6, 2026 -	No Meeting
Monday, July 13, 2026 -	Regularly Scheduled Meeting (Line Item Transfers) (Call for the 2026 Fall Town Meeting)

**Continued on Next Page – Over**

**Select Board**  
**Weekly Agenda Update/Report**  
**May 4, 2026**  
**page two**

3. **Continued:**

Monday, July 20, 2026 -	No Meeting
Monday, July 27, 2026 -	Regularly Scheduled Meeting
Monday, August 3, 2026 -	No Meeting (Kara Vacation)
Monday, August 10, 2026 -	No Meeting (Mark Vacation)
Monday, August 17, 2026 -	Regularly Scheduled Meeting
Monday, August 24, 2026 -	No Meeting
Monday, August 31, 2026 -	Regularly Scheduled Meeting
Monday, September 7, 2026 -	No Meeting (Labor Day Holiday)
Monday, September 14, 2026 -	Regularly Scheduled Meeting

**ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION**

1. Fran Stanley will attend Monday's meeting to review the proposed 2025-2030 Housing Production Plan with the Board. I had provided the Board with a copy of the plan under separate cover. The Planning Board has approved this Plan. I would respectfully request that the Board consider approving and adopting this plan at Monday's meeting.
2. Enclosed with this Report is a request for a Common Victualler's License for Tully Farms Scoop Shop, LLC, located at 30 Hollis Street, Unit B. Everything is completed with the exception of the final Health Department inspection, which is scheduled for Tuesday, May 5, 2026. As the Board is not meeting again until May 18<sup>th</sup> and Mr. Tully would like to open the shop as soon as possible, I would respectfully request that the Board approve this license contingent on final Health Department approval.

MWH/rjb  
enclosure

Christopher J Rogers

Dear Ms. Doig,

I am writing to express my sincere interest in the Building Commissioner position for the Town of Groton. With a strong background in construction and inspectional service, I am confident I can serve the Town with professionalism, integrity, and a commitment to public safety.

As a general contractor and an inspector, I have extensive experience working with state and local building codes, zoning regulations, and the permitting process. My work involves reviewing construction plans, conducting inspections, and ensuring compliance with the Massachusetts State Building Code and its amendments. I am accustomed to working closely with contractors, engineers, and architects, as well as Town boards, committees and residents to ensure fair, consistent, and accurate outcomes.

As a volunteer in my own town, I appreciate and value clear and constructive communication with the Town's administration, and understand the importance of that relationship as it relates to the balance of regulatory enforcement and customer service to the residents of the town.

I am drawn to the opportunity to serve the Town of Groton, having grown up in a neighboring town. I would welcome the chance to bring my experience and dedication to this position, and work collaboratively with town officials, its administration, committees, boards, and residents.

Thank you for your time and consideration. I look forward to the chance to discuss how my qualifications and experience align with the needs of the Town of Groton.

Sincerely,

A handwritten signature in black ink, appearing to be 'Chris Rogers', with a horizontal line extending to the right from the end of the signature.

Chris Rogers

# CHRISTOPHER ROGERS

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## PROFILE

Accomplished construction and building professional with extensive experience in project management, residential construction, and municipal inspection. Proven record of leading high-value projects, managing multidisciplinary teams and driving operational efficiency while ensuring compliance with codes and regulations.

## SKILLS

MS Office • BuilderTrend • Project Management • Permiteyes • Open.gov • Inventory Control

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## LICENSING

Building Official Certification, (BO-2320)  
Construction Supervisors License, (CS-065541)  
Home Improvement Contractors License, (MA 180653)  
Title V Inspectors License (MA SI13061)  
OSHA 10 Certification

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## BOARDS AND COMMITTEES

Nashoba Associated Boards of Health – Vice Chair	2021 - Present
Bolton Board of Health – Chairman	2000 - Present

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## EXPERIENCE

<b>TOWN OF BOLTON</b> , Bolton, MA <i>Local Inspector/Commissioner of Buildings</i>	2021 - Present
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Responsible for technical, administrative and inspection work related to building permit applications and plan review.

- Successfully passed three exams to become a state certified Local Inspector and three additional to become a state certified Commissioner of Buildings.
- Collaborated cross functionally with other inspectional departments including Fire, Wire, Plumbing, DPW to ensure coordinated code enforcement.
- Advised and educated the public on building codes, compliance requirements, and regulatory standards, promoting safe and lawful construction practices.

<b>ROCK RIDGE CONSTRUCTION</b> , Bolton, MA <i>Owner</i>	2021 - Present
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Re-established and operated high end construction company specializing in custom homes, additions, and renovations.

- Leveraged industry experience to improve project delivery, enhancing communication and collaboration with clients and subcontractors.
- Worked directly with local municipalities and communities to manage applications, permitting and inspections.

<b>ESSEX RESTORATION</b> , Wilmington, MA	2018 - 2021
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***Senior Project Manager (Certified Remodeling Project Manager)***

Responsible for providing strategic leadership and operational coordination to drive successful execution of projects.

- Oversaw and managed a team of project managers, providing direction and support across multiple concurrent projects.
- Developed and maintained master schedules, workflows, and project budgets, ensuring efficient execution and cost control.

**PLATT BUILDERS, Groton, MA**

**2016 - 2018**

***Project Manager***

Guided complex residential projects while maintaining operational excellence and client trust.

- Directed residential construction and major renovation projects, coordinating design professionals, subcontractors, field staff, and company resources.
- Controlled project performance and client experience, overseeing schedules, budgets, job cost, and quality standards.

**WOODMEISTER BUILDERS, Holden, MA**

**2014 - 2016**

***LMS Project/Property Manager***

Oversaw high-value properties while driving efficiency, accountability, and long-term performance.

- Directed operations for a portfolio of twenty-four multi-million-dollar properties, overseeing building systems, service contracts, and maintenance programs.
- Managed project execution and resources, including subcontract negotiations and maintenance of detailed operational databases.

**ROCK RIDGE CONSTRUCTION, Bolton, MA**

**2005 - 2014**

***Owner***

Built and scaled a high-end residential firm through strong partnerships, disciplined execution, and client focused service.

- Led multidisciplinary teams and external partners, such as inspectors and engineers to deliver complex residential projects.
- Drove business growth and client retention, cultivating customer relationships and expanding annual revenue beyond \$1 million.

**BOW HOUSE INC, Bolton/Lancaster, MA**

**1989 - 2004**

***Vice President***

Managed manufacturing, construction, and design operations while driving financial performance and client satisfaction.

- Directed operations of a high-end home manufacturing company worth \$3 million including financial management, staffing, and multi-project construction.
- Led design, development, and execution of custom residential and landscaping projects.

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**EDUCATION**

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**LAKE FOREST COLLEGE**

Bachelor of Arts, Political Science



Select Board  
Groton, MA

### LICENSE FORM

This application must be clearly filled out, duly signed and returned to the Select Board's office. Please note that the Town has adopted a bylaw (*per M.G.L. Chapter 40, Section 57*) which states a license or permit may be denied, revoked, or suspended for non-payment of local tax betterments or assessments.

**Please check all relevant transactions: Make Checks Payable to The Town of Groton**

- Common Victualler License-\$25
- Entertainment License-\$100
- Sunday Entertainment License-\$24
- Class II License-\$100
- Auctioneer License-\$10

*\*Sunday Entertainment State Fee \$100  
Made out to Commonwealth of MA*

Tully Farms Scoop Shop LLC  
Name of Company

Tully Farms Scoop Shoppe  
Doing Business As

Steven Tully  
Manager

215 Fletcher Street, Dunstable      MA      01827  
Mailing Address of Company

30 Hollis Street, Unit B Groton      MA      01450  
Business Mailing Address      State      ZIP

Pending      978-427-9894  
Phone number business      Phone number of company (*if different*)

June-Sept: 12pm-9pm 7 days; Sept-May: 3pm-8pm M-Th, 3pm-9pm Fri, 12pm-9pm Sat-Sun  
Hours of Operation

~18      41-4412393  
Seating Capacity (*if applicable*)      Federal I.D. Number

*I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state and local tax returns and paid all state and local taxes required under law. This license will not be issued unless the applicant signs this certification clause.*

  
Signature of Individual or Corporate Name (Mandatory)

\_\_\_\_\_  
Signature of Corporate Officer (Mandatory if Applicable)

For Office Use Only:

Date Received: \_\_\_\_\_ Check#: \_\_\_\_\_ Amount: \_\_\_\_\_

**SELECT BOARD MEETING MINUTES  
MONDAY, APRIL 27, 2026  
UN-APPROVED**

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

**Destination Groton Committee:** Joni Parker-Roach; Greg Sheldon; Brian Bolton;

**Also Present:** Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Bud Robertson, Finance Committee Chair; Arthur Cheeks, Fire Chief; Terence Gardner, Deputy Fire Chief.

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

**ANNOUNCEMENTS**

Ms. Pine complimented the Commemorations and Celebrations Committee on the colonial reenactment ceremony that took place on April 25th as part of Groton's 250th Celebration. Mr. Cunningham wanted to recognize the tragedy of the fire at a Town employee's home on Martins Pond Road. There has been a lot of support, and it is much appreciated.

**PUBLIC COMMENT PERIOD**

None

**TOWN MANAGER'S REPORT**

- 1. Ratify the Town Manager's Nomination and Appoint Linda Franceschi to the Williams Barn Committee.**

*Ms. Pine made a motion to ratify the Town Manager's nomination and appoint Linda Franceschi to the Williams Barn Committee. Mr. Cunningham seconded the motion. The motion carried unanimously.*

- 2. Review Motions and Article Assignments for the 2026 Spring Town Meeting.**

Mr. Haddad enclosed a copy of the Motions and Article Assignments for the May 2, 2026, Spring Town Meeting with the Town Manager's Report. He reviewed them with the Board (see included in these minutes).

Mr. Haddad brought Article 8, Motion #1: Cow Pond Brook Fields Project to the Board's attention. He shared a memo entitled "Consideration of Additional Funding - Cow Pond Brook Fields Project," which updated the Community Preservation Committee (CPC) on the bids received for the project and a request for additional funding. The Town received seven bids, ranging from \$3,699,360 to \$6,100,000. Mr. Haddad explained that the lowest bidder withdrew their bid due to a math error in the calculation of their bid. The second-lowest bid was \$4,853,400. With a \$100,000 contingency and \$110,000 in construction administration costs, the total project cost is \$5,053,400, \$769,400 over the originally anticipated cost of \$4,284,400.

The memo outlined three options to address the funding shortfall (see the included memo). Mr. Haddad planned to attend the CPC meeting later this evening and asked the Board whether they had a preferred option. The Board leaned toward option three, which would appropriate the second low bid, which would require a reduction of approximately \$350,000 in the project.

Article 11: Squannacook River Dam Repair - Mr. Haddad shared that the Canner Family will donate \$30,000 to the Town of Groton to offset the cost of repairing the Dam, bringing the new overall request to \$782,500. The donation would go into the Select Board gift fund. If a contingency is needed during the project, the funds will be available. If the contingency is not needed, the funds can be used for future maintenance or testing. This donation will allow the Town to reduce the amount needed to be borrowed to complete the project.

### **3. Update on the Fire Department Study.**

Fire Chief Arthur Cheeks and Deputy Chief Terence Gardner provided the Select Board with an update on Fire Department staffing. The Chief presented slides detailing two recent structure fires and the staffing levels for each occurrence.

A structure fire on Lowell Road was described by the Chief as a “perfect storm,” of occurrences with the fire which did not allow the Department to save the structure. . Another structure fire occurred on Martins Pond Road. The Chief noted that the home was a complete loss; however, the structure remained standing, and the adjacent structure received minimal damage. At the time of the incident, two firefighters/EMTs were en route to Emerson Hospital, and two remained in town. The Chief explained that, despite the damage, there were some positives regarding the structure on Martins Pond Road, as they were able to save the attached structure. The reason they were able to save the adjacent structure is because two additional firefighters were on shift, which allowed for a faster response time.

The Fire Department’s goal is to have four firefighters available per shift. Mr. Pisani stressed the importance of having a strategy for fighting fires and emphasized that Groton is understaffed. Ms. Manugian expressed her difficulty in imagining being the sole firefighter at a fire scene. The Board thanked the Chief and Deputy Chief for their time. There were no questions about the Staffing Study.

### **4. FY 2027 Budget Update.**

Mr. Haddad expressed ongoing disappointment with the Commonwealth of Massachusetts regarding its support for the state's cities and towns. He said the House Ways and Means Committee has released its proposed Fiscal Year 2027 budget, but continues to disregard the need for adequate aid to Groton. He also said the committee overlooked the Massachusetts Municipal Association's lobbying efforts to increase Unrestricted General Government Aid (UGGA) and even reduced the proposed UGGA amount compared with Governor Healey's budget. Governor Healey proposed a \$47,157 increase for Groton in FY 2027; however, the House reduced it by \$14,117, bringing the new increase to \$33,040. Mr. Haddad explained that this leaves the proposed budget out of balance by that amount, but he isn’t recommending any reductions, as he hoped the Senate

would return UGGA to at least the Governor’s proposal. The Ways and Means Committee set the increase for Chapter 70 Aid for hold-harmless districts at \$160 per student.

**5. Update on Select Board Schedule through Labor Day.**

Saturday, May 2, 2026 -	2026 Spring Town Meeting
Monday, May 4, 2026-	Regularly Scheduled Meeting
Monday, May 11, 2026-	No Meeting
Monday, May 18, 2026-	Regularly Scheduled Meeting
Monday, May 25, 2026-	No Meeting (Memorial Day)
Monday, June 1, 2026-	Regularly Scheduled Meeting (Annual Board Reorg)
Monday, June 8, 2026-	No Meeting
Monday, June 15, 2026-	Regularly Scheduled Meeting (Annual Appointment)
Monday, June 22, 2026-	No Meeting
Monday, June 29, 2026-	Regularly Scheduled Meeting
Monday, July 6, 2026-	No Meeting
Monday, July 13, 2026-	Regularly Scheduled Meeting (Line-Item Trans.) (Call for 2026 Fall Town Meeting)
Monday, July 20, 2026-	No Meeting
Monday, July 27, 2026-	Regularly Scheduled Meeting
Monday, August 3, 2026-	No Meeting (Kara Vacation)
Monday, August 10, 2026-	No Meeting (Mark’s Vacation)
Monday, August 17, 2026-	Regularly Scheduled Meeting
Monday, August 24, 2026-	No Meeting
Monday, August 31, 2026-	Regularly Scheduled Meeting
Monday, September 7, 2026-	No Meeting (Labor Day)
Monday, September 14, 2026-	Regularly Scheduled Meeting

**ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL**

- 1. Consider Approving a One-Day Wine and Malt Beverages License for the Friends of Prescott for Open Mic Night to be held on Friday, May 8, 2026, from 6:30 p.m. to 9:30 p.m.**
- 2. Consider Approving a One-Day Wine and Malt Beverages License for the Friends of Prescott for Paint & Sip: Ocean Beach Path to be held on Saturday, May 9, 2026, from 4:00 p.m. to 6:00 p.m.**
- 3. Consider Approving a One-Day All Alcoholic Beverages License for the Friends of Prescott for Spritz Time: A Spring Cocktail Experience to be held on Friday, May 22, 2026, from 7:00 p.m. to 8:30 p.m.**

*Mr. Cunningham made a motion to approve the three special one-day liquor licenses for the Friends of Prescott, as presented in the Town Manager's Report. Mr. Reilly seconded the motion. The motion carried unanimously.*

**Mr. Haddad left the meeting at 6:50 P.M.**

**6:50 P.M. Destination Groton Committee- Provide Feedback on Groton 2036 Report**

Destination Groton Committee Members Greg Sheldon, Joni Parker Roach, and Brian Bolton returned to receive feedback from the Select Board on their 2036 Vision Report. Mr. Pisani said that now that the Report has been released, feedback is beginning to come in, and people are sharing their opinions. Mr. Sheldon indicated that the process is just beginning and suggested that the Board, as policymakers, will need to address potential challenges. He said that this visioning process has sparked valuable conversations, including public forums and conferences. Mr. Sheldon said they need a strategy and that there are options. Ms. Pine explained that the Town has hired a consultant to conduct a traffic study for Main Street. Mr. Sheldon said the Report’s recommendations are based on feedback from community members. He suggested forming a committee to focus on traffic mitigation and economic growth. Ms. Parker-Roach commented that this would enhance existing buildings and protect open spaces. Ms. Manugian noted that there have been many opportunities for public input. She expressed concern that the next step would be the most challenging, primarily due to funding constraints and necessary trade-offs. Mr. Cunningham emphasized the need to address off-street parking. Mr. Sheldon proposed creating a Commission to implement the Groton Ten-Year Vision Plan. In response, Ms. Pine stated that a Commission is not necessary to pursue the proposed ideas and gave the Destination Groton Committee full permission to proceed. She also mentioned that the Town does not have an economic development department and suggested that the Destination Groton Committee could serve in that role. Mr. Sheldon said, “They see their vision as a roadmap of ideas, not a final plan.” The Board thanked the Destination Groton Committee for their efforts on the Report. Mr. Sheldon expressed his appreciation for the Board's support and thanked them for their time.

**OTHER BUSINESS**

**Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next Thirty Days.**

*Ms. Manugian made a motion to authorize the town manager and one member of the select board to sign warrants for the next thirty days. Ms. Pine seconded the motion. The motion carried unanimously.*

**On-Going Issues**

- A. PFAS Issue – None
- B. UMass Satellite Emergency Facility – None
- C. Fire Department Staffing – Discussed previously
- D. West Groton Dam – None
- E. Main Street Study – None

**SELECT BOARD LIASON REPORTS**

None

**Approval of the Regularly Scheduled Meeting of April 13, 2026**

*Ms. Pine made a motion to approve the regular meeting minutes of April 13, 2026. Ms. Manugian seconded the motion. The motion carried 4 in Favor, 1 abstained-Manugian.*

The Select Board adjourned at 8:01 p.m.

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