



TOWN OF GROTON

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

Select Board

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

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, JUNE 15, 2026
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- 6:00 P.M. Announcements and Review Agenda for the Public
- 6:05 P.M. Public Comment Period
- I. 6:06 P.M Town Manager's Report
1. Discuss Increasing the Hours of the Veteran's Service Office
 2. Consider Ratifying the Annual Appointments of the Town Manager; Consider Accepting the Annual Nominations for Appointment of the Town Manager and Appointing Said Nominees; Consider Making the Annual Appointment of the Select Board
 3. Review Anticipated FY 2026 Line Item Transfers
 4. Notification of the Temporary Absence of the Town Manager
 5. Update on Select Board Meeting Schedule through the Labor Day
- II. 6:10 P.M. Items for Select Board Consideration and Action
1. Consider Approving a Farmer Winery License to Saltbox Cidershop LLC DBA Saltbox for the Farmers' Market at Williams Barn
 2. Consider Approving a Farmer Winery License to Dirigible Brewing Company for the Farmers' Market at Williams Barn
 3. Consider Approving a Farmer Winery License to Broken Creen Vinyard for the Farmers' Market at Williams Barn
 4. Initiate the Annual Performance Review of the Town Manager
- III. 6:15 P.M. In Joint Session with the Park Commission - Interview and Consider Appointing an Individual to the Park Commission Until the 2027 Annual Election
- IV. 6:30 P.M. Public Hearing - Consider the Transfer of the On-Premises Retail, All Alcohol Restaurant License for the Groton Station House Restaurant, Daniel L. McElroy and Lori A. McElroy, Principals, located at 20 Station Avenue, Groton, MA, to Groton Cuisine LLC, DBA Puritan Tavern, William Gilson, Manager.
- V. 6:45 P.M. Destination Groton Committee - Update
- OTHER BUSINESS - -Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next Thirty Days
- ON-GOING ISSUES - Review and Informational Purposes - Brief Comments - Items May or May Not Be Discussed
- A. PFAS Issue
 - B. UMass Satellite Emergency Facility
 - C. Fire Department Staffing
 - D. West Groton Dam Removal
 - E. Main Street Study
 - F. Flock Cameras

SELECT BOARD LIAISON REPORTS

- VI. Minutes: Regularly Scheduled Meeting of June 1, 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: *June 15, 2026*

TOWN MANAGER'S REPORT

In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there are three items scheduled on Monday's Agenda. First, the Select Board will be meeting in joint session with the Park Commission to interview and consider appointing an individual to fill a vacancy on the Park Commission until the 2027 Annual Town Election. Pursuant to the Board's policy, we advertised the position and we received two applicants. Eric Berg and Jeff Ohringer have submitted interest forms and will attend Monday's meeting to be interviewed by the Select Board and Park Commission to be considered for appointment. Second, the Select Board will be holding a public hearing to consider the transfer of the On-Premises Retail, All Alcohol Restaurant License for the Groton Station House Restaurant located at 20 Station Avenue from Daniel L. McElroy and Lori A. McElroy to William Gilson, Groton Cuisine LLC, DBA Puritan Tavern. I have sent the complete application to the Select Board under separate cover. Finally, the Destination Groton Committee has requested time on the Agenda for a further discussion on their Groton 2036 Report. Enclosed with his Report is an update/summary from the Committee for your review and to assist in the discussion.

1. Please be advised that after serving as the Town's Veterans' Agent since 2021, Maureen Heard has decided to retire and step down from the position. On behalf of the Town, I would like to express my sincere appreciation to Ms. Heard for her dedicated service and commitment to our veterans and their families. Pursuant to Chapter 115, Section 3 of the Massachusetts General Laws, I intend to appoint Jennifer Moore, of 108 Pleasant Street, as the Town's Veterans' Agent. Ms. Moore is exceptionally qualified for this role. She served in the United States Army as a Judge Advocate General (JAG) Officer and possesses extensive experience working with veterans and military-related matters. For the Board's review, I have enclosed a copy of Ms. Moore's resume, which details her professional background and qualifications.

Select Board
Weekly Agenda Update/Report
June 15, 2026
page two

1. **Continued:**

In addition to assuming the traditional responsibilities of the Veterans' Agent, Ms. Moore has expressed a strong desire to expand the scope and visibility of veterans' services within the community. She is passionate about supporting veterans and increasing awareness of the resources available to them. To that end, she has prepared a summary outlining her vision and goals for the position, which is also attached for the Board's review. The Fiscal Year 2027 Budget approved at Town Meeting includes funding of \$6,600 for the Veterans' Agent salary/stipend. To effectively carry out the enhanced duties and expanded outreach efforts proposed by Ms. Moore, I am recommending an increase of \$16,400, bringing the total annual appropriation for the position to \$23,000. I fully recognize that our FY 2027 financial situation remains challenging and that any request for additional funding warrants careful consideration. However, I believe this relatively modest investment will significantly enhance the services available to our veteran community and represent money well spent in support of those who have served our country. Should the Board support both the appointment and the proposed expansion of the position, it would be my intention to seek the additional funding through an appropriation request at the 2026 Fall Town Meeting. I look forward to discussing this recommendation and answering any questions the Board may have at Monday's meeting.

2. Enclosed with is Report are the proposed annual appointments and nominations for appointment of the Select Board and Town Manager. I would respectfully request that you consider making these appointments, ratifying my appointments and accepting my nominations for appointment.
3. In advance of your Joint Session with the Finance Committee scheduled for your July 13th meeting, Assistant Director of Finance/Town Accountant Patricia DuFresne has prepared the most recent anticipated line-item transfer for the Board's review. Patricia will attend Monday's meeting to review the transfers and answer any questions the Board may have.
4. For the Board's information, attached with this Report is notification of my temporary absence as Town Manager and my appointment of Melisa Doig as Acting Town Manager during my leave.
5. Please see the update to the Meeting Schedule that will take the Board through Labor Day:

Monday, June 22, 2026 -	No Meeting
Monday, June 29, 2026 -	Regularly Scheduled Meeting

Continued on Next Page – Over >

Select Board
Weekly Agenda Update/Report
June 15, 2026
page three

5. **Continued:**

Monday, July 6, 2026 -	No Meeting
Monday, July 13, 2026 -	Regularly Scheduled Meeting (Line Item Transfers) (Call for the 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 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. I would respectfully request that the Board approve a Farmer Winery License to Saltbox Cidershop LLC DBA Saltbox for the Farmers' Market at Williams Barn.
2. I would respectfully request that the Board approve a Farmer Winery License to Dirigible Brewing Company for the Farmers' Market at Williams Barn.
3. I would respectfully request that the Board approve a Farmer Winery License to Broken Creen Vinyard for the Farmers' Market at Williams Barn.
4. As discussed at your last meeting, I would respectfully request that the Select Board begin the Annual Performance Review of the Town Manager. I have enclosed a copy of the Town Manager Review Policy to this Report for your review. I would respectfully request that the Select Board consider amending this Policy so that the Review begins at the first meeting after the Annual Town Election (the attached policy has been red-lined to reflect this proposed amendment). At this meeting, the Chair needs to certify which members can participate in the Annual Review and direct the Town Manager to begin the self-evaluation. We can discuss this in more detail at Monday's meeting.

MWH/rjb
enclosure

Mark Haddad

From: Town of Groton <mchiasson@grotonma.gov>
Sent: Thursday, June 11, 2026 10:47 AM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Eric Berg

Phone Number

9782353673

Email

ea.eric.b@gmail.com

What Committee are you Joining?

Parks

Please give us a brief explanation of why you are interested.

I am interested in participating in town government and feel that I could bring a non-biased voice to the Parks Committee.

Sent from [Town of Groton](#)



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Town Manager
Mark W. Haddad

LEGAL NOTICE TOWN OF GROTON PUBLIC HEARING

The Groton Select Board will hold a public hearing on Monday, June 15, 2026, at 6:30 P.M. in the Groton Town Hall, Second Floor Meeting Room, 173 Main Street, Groton, MA, to discuss and consider the transfer of the On-Premises Retail, All Alcohol Restaurant License for the Groton Station House Restaurant, Daniel L. McElroy and Lori A. McElroy, Principals, located at 20 Station Avenue, Groton, MA, to Groton Cuisine LLC, DBA Puritan Tavern, William Gilson, Manager.

All interested parties are encouraged to attend.

SELECT BOARD
Matthew F. Pisani
Rebecca H. Pine
Nicholas J. Degaitas Jr.
John F. Reilly,
Peter S. Cunningham

5/29/2026
6/5/2026



Groton 2036: A Ten-Year Vision

Background

The ***Groton 2036: A Ten-Year Vision*** was funded in 2024 through the Rural Development Fund (\$25,000) and the MA Downtown Initiative (\$50,000). The Vision establishes a structured, evidence-based framework to guide public policy and infrastructure investment decisions from 2026 through 2036. While funded to envision the future of Town Center, the DGC has expanded the Vision, Town-wide.

The Report responds to a consistent and well documented set of community priorities: strengthen the Town Center as Groton's civic and economic heart; address public safety; and preserve its historic character and small-town scale.

The Destination Groton Committee spent much of the last four years conducting townwide Surveys (2) and a series of public Forums (4) and community outreach (12). It researched several pertinent documents and relevant studies dating back more than twenty years as well as hiring the professional services of a Planner/Architect, Traffic Engineer and an Economist. The Montachusett Regional Planning Commission also provided economic research and conducted input and feedback interviews.

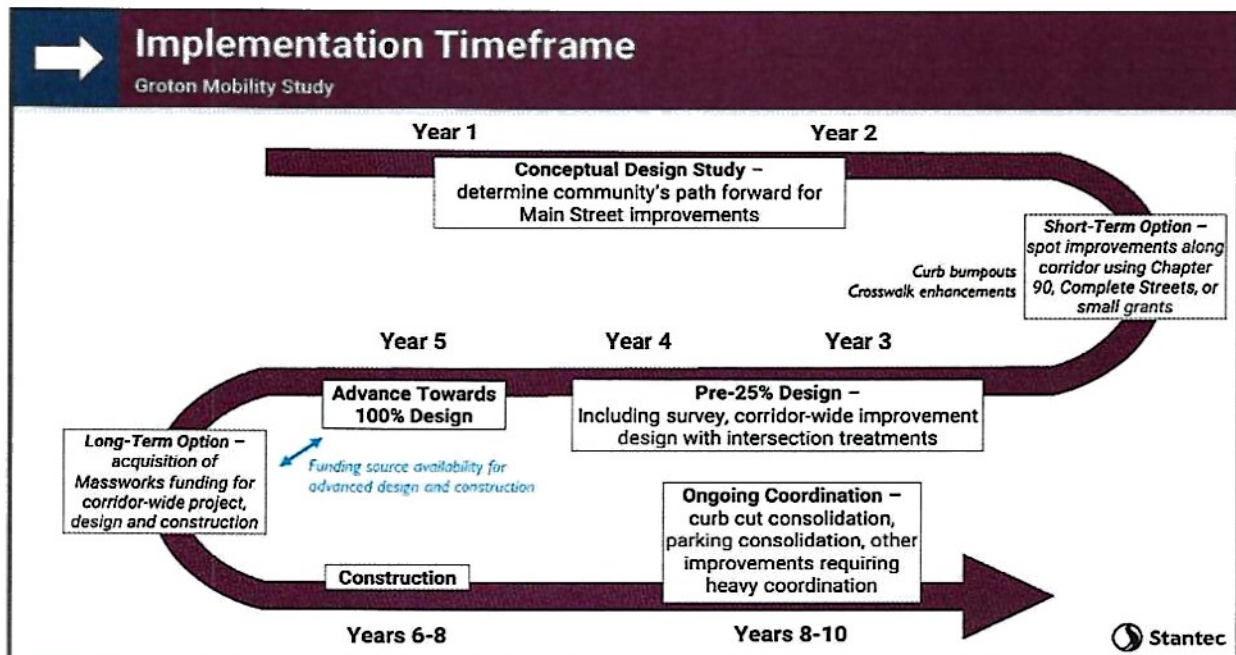
Across these sources, a consistent conclusion emerges: Groton's Town Center is at an inflection point. Longstanding mobility and infrastructure constraints now intersect with increased cultural activity, visitor traffic, and measurable retail leakage that if captured would contribute to town revenues.

Conclusion

If Groton improves mobility, safety, and walkability, the Town can support modest incremental economic growth while preserving the Town's historic character.

Implementation Strategy

We recommend that the Select Board establish a *2036 Vision Working Group* composed of a representative from the Planning Board, Complete Streets, Destination Groton, Director of DPW and the Town Planner to elevate this Vision as a Town priority.



Near-Term Actions

Mobility and Safety

- Improve crosswalk visibility
- Refresh roadway striping
- Install parking wayfinding
- Address sight-line issues near intersections

Mid and Long-Term Improvements

2–5 Year Actions

- Intersection improvements
- Sidewalk and accessibility
- Trail to Town Center connections
- Small business recruitment

5–10 Year Actions

- o Corridor streetscape improvements
- o Stormwater and infrastructure upgrades
- o Explore Burying Main Street Powerlines
- o Context-sensitive infill development
- o Consider relocating Trucks and Buses
- o Expanded cultural programming

Vision for 2036: A Town Center that is:

- Safer and more walkable
- Easier to navigate
- o Supported by small local businesses
- o Connect trails, arts and community life

Proposed Direction and Oversight

At the request of the Town Manager the Select Board will establish a dedicated and collaborative effort to bring the “Groton 2036 / A Ten-Year Vision” to life.

Draft Charge of the 2036 Vision Working Group

- Create a cross-departmental implementation body, appointed by the Select Board, overseen by the Town Manager and managed by the Town Planner that brings together representation and expertise from relevant Town Boards and Committees to coordinate execution of the *Groton 2036 / A Ten-Year Vision*.
- Charge this body with advancing the Vision as a phased Action Plan, aligning Traffic Mobility, Land Use, and Economic Growth and Cultural initiatives, while ensuring a dedicated and predictable cross-departmental coordination.
- The Working Group should focus on public mobility safety, retail leakage capture, small business support, housing, grant coordination, and long-term economic resilience consistent with the Vision’s goals.
- The Vision, when implemented will create a walkable, safe, mixed-use Town Center experience for residents and visitors alike.

Members of the Working Group should include a representative from: Planning Board, Complete Streets Committee, Destination Groton Committee, Department of Public Works, and the Town Planner. Other Town Committee members as well as the public are welcome to participate in open meetings.

Each of these members brings a specific set of skills and knowledge to this collaborative effort. In the case of the **Planning Board** – Zoning, Subdivision Rules and Regulations, Site Plans, and preparing the Town’s Master Plan. In the case of the **Complete Streets** – it aims to accommodate the full range of users of our roads, walkways, trails, and transit systems with an emphasis on public safety. In the case of **Destination Groton** – to promote the Town’s many assets and attractions including its History, Arts & Culture, Trail Network, Farming, Recreation, Vistas, Fine Dining, and survey the market for potential investment. The **Town Planner** and the **Director of DPW** bring their professionalism, passion and dedication to the Town of Groton.

All members bring their energy, knowledge and commitment to a “shared” vision to prepare, improve and celebrate Groton 2036.

EDUCATION

American University, Washington College of Law, Washington DC

- Juris Doctor, May 2002
- Administrative Law Review; Staff member 2000 – 2002
- Domestic Violence Clinic: Student Attorney, U.S. Attorney's Office, Washington, DC 2001 - 2002

The College of William and Mary, Williamsburg, VA.

- Bachelor of Arts, Major: German, GPA: 3.6, *cum laude*, May 1999
- Honor Societies: Mortar Board; Delta Phi Alpha; Order of Omega; Phi Eta Sigma; Alpha Lambda Delta

AWARDS

Bronze Star Medal – Awarded in January 2006 for service during Operation Iraqi Freedom III.

Army Commendation Medal – Awarded in April 2007 for achievements as a Brigade Trial Counsel and as a Special Assistant United States Attorney

2 Army Achievement Medals – one awarded in March 2003 for outstanding achievement while serving in support of the Third Infantry Division's deployment to Operation Iraqi Freedom; one awarded in April 2004 for outstanding achievement as the Officer in Charge of the Marne Tax Center.

VOLUNTEER EXPERIENCE

Town of Groton, Member: Board of Assessors	2024 – present
- Assist tax assessor with determining full and fair cash value of all real estate and personal property within the town; review exemption and abatement applications; finalize the annual property tax rates.	
Town of Groton, Member: Historic Districts Commission	2023 – present
- Actively work to protect and preserve the character of Groton's Historic District.	
Town of Groton, Member: Commemorations and Celebrations Committee	2023 - present
- Actively working to increase awareness and participation in important and meaningful town celebrations.	
Town of Groton, Florence Roche Elementary School, Member: School Council	2022 – present
- As part of a broader plan initiated by the Groton-Dunstable Regional School District, this group is tasked to improve the types and quality of communication between Florence Roche Elementary School and the families it serves, thereby enriching the education of its students, and enhancing its partnership with local communities.	
Town of Groton, Groton Dunstable Regional Middle School, Member: School Council	2023-present
- As part of a broader plan initiated by the Groton-Dunstable Regional School District, this group is tasked to assist the Principal in developing and implementing school programs that advance the needs of the students, as well as the staff that support them.	
Town of Groton, Florence Roche Elementary School PTA, Volunteer	2022 – present
- Chairperson of the Winter Fair, the school's largest yearly fundraiser, raising over \$11,000 to support programs for students and teachers.	
- Chairperson of Camp Information Night, which brings in camps from the local region to showcase summer offerings to prospective campers.	
Board Member, Windcrest Foundation	2011- present
- This private foundation gives financial aid to 501(c)3 corporations that advance education and cultural initiatives.	
Coach, Girls On The Run, Florence Roche Elementary School & MOT Charter School	2018-present

Secretary, Board of Directors, Villages of Fairview Farm Maintenance Corporation, Middletown DE.	2018 – 2021
Chairperson, MOT Charter K-8 Fun Run Fundraiser, Middletown, DE,	2019
- This event raised over \$16,000, which allowed the school to lease a van to transport students and faculty to and from events.	
Chairperson, MOT Charter K-8 Fun Run Fundraiser, Middletown, DE	
- The event raised over \$20,000, which enabled the school to purchase needed IT Equipment for classrooms.	2018
Vice President, MOT Charter K-8 PTO, Middletown, DE	2018-2019
PTO Member/Chairperson, Cedar Lane Early Childhood Center Fun Run Fundraiser, Middletown, DE	2015
- This event raised over \$6000, which enabled to school to update its library.	
Youth Aid Panel Program, Panelist Member, Luzerne County, PA	2012-2014

PROFESSIONAL EXPERIENCE

Groton-Dunstable Regional School District, Groton, MA Substitute Teacher	September 2022 - Present
Middletown Odessa Townsend (MOT) Charter School, Middletown, DE Substitute Teacher	September 2021 - Dec 2021
Court Appointed Legal Counsel, Wilkes-Barre, PA Attorney	March 2011 - March 2014
Appointed by the Honorable Chester B. Muroski, Senior Judge, Luzerne County Court of Common Pleas, to represent respondents at Domestic Relations Support Contempt Hearings.	
Richmonds & Co., LLC, Wellesley Hills, MA Associate	November 2008 - June 2010
Associate at a boutique bankruptcy/construction litigation firm. Assisted partners with all stages of trial preparation. Worked primarily on complex, international bankruptcy matter involving law of the British Commonwealth. Covered a variety of hearings throughout Massachusetts as needed by partners.	
Tate Law Group, LLC, Savannah, GA Associate	July 2007 - June 2008
Associate at one of Savannah's premier personal injury firms. Assisted senior trial partner with all stages of trial and mediation preparation. Managed a personal case load involving malpractice, product liability and personal injury claims.	
United States Army Judge Advocate General's Corps, Fort Stewart, GA Attorney	September 2002 - June 2007
Served in a number of roles to include: Special Assistant United States Attorney; Brigade Judge Advocate, OIF III; Trial Counsel; Officer in Charge of the Third Infantry Division's Tax Center; and Legal Assistant Attorney. In these roles, I managed misdemeanor and felony level prosecutions, provided comprehensive legal services to soldiers and commanders on issues including military justice, legal aspects of targeting, and family law. I also coordinated an advertisement campaign with local television and radio stations, as well as newspapers to publicize the Third Infantry Division's Tax Center, which generated millions of dollars in tax refunds for soldiers and their family members.	

MISCELLANEOUS

Foreign Languages: Fluent in spoken German
Bars: Licensed in West Virginia, Georgia, Massachusetts and Pennsylvania

Jennifer Moore
108 Pleasant Street
Groton, MA 01450
T: (912) 224-1498
Email: Jenniferblount@hotmail.com

Mr. Mark Haddad
Town Manager, Groton
173 Main Street
Groton, MA 01450

June 1, 2026

Dear Mr. Haddad,

I am writing to express my interest in the Veteran Service Officer position. I am passionate about serving those who have served our country and helping veterans and their families access the benefits, resources and support they have earned. I am particularly drawn to this role because it combines direct service with community outreach. I enjoy working one-on-one with individuals while also building partnerships with local organizations, government agencies, and community groups to improve access to services and resources.

Throughout my professional and community involvement, I have developed strong skills in advocacy, public service, case management, communication and relationship building. I understand the importance of listening carefully to individuals' needs, navigating complex systems, and ensuring people receive accurate information and timely assistance.

With specific regards to veterans and their families, I see my role as the following:

- Assist with federal VA benefits applications for vocational rehabilitation, VA Home Loans, education, medical care, insurance, burial benefits, non-service connected pension benefits;
- Assist with applying for any applicable state and local benefits;
- Establish relationships with appropriate national and state agencies to ensure our veterans are aware of eligible benefits;
- Conduct outreach services to connect veterans to available programs;
- Establish meaningful relationships with local veteran organizations (ex. Clear Path for Veterans and Operation Delta Dog);
- Organize local veteran functions (breakfasts, meet-n-greets, office hours, information sessions, etc.);
- Collaborate with our local American Legion;
- Collaborate on programs with our Senior Center;
- Organize the annual Memorial Day Parade;
- Organize the annual Veterans Day Ceremony;

- When requested, organize memorial services for veterans families.
*With regard to this particular facet of the job, I know one local family recently approached the current VSO, asking for help organizing a memorial service to commemorate the loss of their family member.

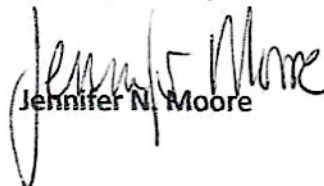
This list is not intended to be all-inclusive. Rather, it serves as a starting point for discussion, and outlines the key responsibilities I believe are important for the role.

To do this job well, I estimate it will initially take 10-15 hours/week, not including the training sessions I will have to attend. Depending on the particular project, some weeks may require more time than others. After the initial 8 months, I would suggest a meeting to review the hourly weekly requirements and adjust accordingly.

While I remain committed to fulfilling the responsibilities of the role, I will need to coordinate my availability with my children's schedules and can commit to 46 weeks of work per year. Given my education, background, and experience, I would be seeking compensation at a rate of \$50/hour. I am open to either a billable-hours arrangement or a fixed salary, whichever is more conducive to your budgeting needs.

I welcome the opportunity to discuss this with you further. You can reach me at (912) 224-1498.

Thank you for your consideration.


Jennifer N. Moore



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Town Manager
Mark W. Haddad

MEMORANDUM

TO: Mark Haddad, Town Manager
FROM: Kara Cruikshank, Executive Assistant to the Town Manager
DATE: June 15, 2026
RE: Select Board 2026 Annual Appointments

OFFICIALS APPOINTED BY THE SELECT BOARD

TOWN COUNCIL

Mirick O'Connell 2029

BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE SELECT BOARD

AFFORDABLE HOUSING TRUST FUND

Phil Francisco 2028
Vacancy 2028

CAPITAL PLANNING ADVISORY COMMITTEE

Thomas Naughton 2029
Vacancy 2027

COMMEMORATIONS & CELEBRATIONS COMMITTEE

Connie Sartini 2027
Dolores I. Alberghini 2027
Donald Black 2027
Jennifer Moore 2027
Karen Tuomi 2027
Maureen Heard 2027
Michael Luth 2027

COMPLETE STREETS COMMITTEE

Brian Callahan 2027
Deanna Kass 2027
Gordon D. Row 2027
George Barringer 2027
Kristen von Campe 2027
Peter Cunningham 2027
Stephen A. Legge 2027
Takashi Tada 2027

CONSERVATION COMMISSION

Bruce Easom 2029
Olin Lathrop 2029

COUNCIL ON AGING

Carole Carter 2029

Judith Palumbo O'Brien 2029
Cynthia Thompson 2029

DESTINATION GROTON COMMITTEE

Brian Bolton 2027
Gregory M. Sheldon 2027
Heather Puksta 2027
Jeff Gordon 2027
Joni Parker Roach 2027

DIVERSITY EQUITY INCLUSION

Deirdre Slavin-Mitchell 2027
Fran Stanley 2027
Gordon Candow 2027
Michelle Collette 2027
Raquel Majeski 2027
Vacancy (2) 2027

HOUSING PARTNERSHIP

Anna Eliot 2027
Jeffrey Wallens 2027
Peter Cunningham 2027
Vacancy (2) 2027

INVASIVE SPECIES COMMITTEE

Adam Burnett 2027
Ann Carpenter 2027
Brian Bettencourt 2027
Charlotte Weigel 2027
Jonathan Basch 2027
Olin Lathrop 2027
Ron Strohsahl 2027
Vacancy (2) 2027

LOCAL CULTURAL COUNCIL

Judith Romatelli 2032
Vacancy (2) 2032

**LOWELL REGIONAL TRANSIT
AUTHORITY**

Nicole Sarvela 2027

MBTA ADVISORY BOARD

John Reilly 2027

**MONTACHUSETT JOINT
TRANSPORTATION COMMITTEE**

Deanna Kass (SB) 2027
Russell Burke (PB) 2027

**MONTACHUSETT REGIONAL
PLANNING COMMITTEE**

Peter Cunningham 2027
Russell Burke 2027

SARGISSON BEACH COMMITTEE

Andrew E. Davis	2028
Cheney Harper	2028
John Reilly	2028

SCHOLARSHIP COMMITTEE

Tricia Winroth	2029
Vacancy (3)	

SUSTAINABILITY COMMISSION

Alison Dolbear Peterson	2027
Bruce Easom	2027
Charlotte Weigel	2027
Ken Horton	2027
Patrick Parker-Roach	2027
Veronica O'Donnell	2027
Virginia (Ginger) Vollmar	2027

TAX RELIEF FOR ELDERS AND THE DISABLED COMMITTEE

Donald Black	2027
Katie Kazanjian	2027
Pascal Miller	2027
Vacancy (2)	2027

ZONING BOARD OF APPEALS

Gregg Baker	2029
Jack Petropoulos	2029
Alfred von Campe (Ass. Member)	2027
Robert Mullins (Ass. Member)	2027
Tim Synan (Ass. Member)	2027
Vacancy (Ass. Member)	2027



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Town Manager
Mark W. Haddad

MEMORANDUM

TO: Mark Haddad, Town Manager
FROM: Kara Cruikshank, Executive Assistant to the Town Manager
DATE: June 15, 2026
RE: Town Manager 2026 Annual Appointments

I. OFFICIALS APPOINTED BY THE TOWN MANAGER

ADA COORDINATOR

Michelle Collette 2027

ANIMAL CONTROL OFFICER

R. Thomas Delaney, Jr. 2027
John Greenhalgh 2027
Jodee Coke 2027

ANIMAL INSPECTOR

Jodee Coke 2027

ASSISTANT FINANCE DIRECTOR/TOWN ACCOUNTANT

Patricia DuFresne 2029

BUILDING COMMISSIONER

Christopher Rogers 2027

BUILDING INSPECTOR

Daniel Britko 2027

CONSERVATION ADMINISTRATOR

Charlotte Steeves 2027

CONSTABLES

Brian O Downes 2029
Fred Correia 2029

COUNCIL ON AGING DIRECTOR

Nicole Sarvela 2027

COUNTRY CLUB GM / HEAD GOLF PROFESSIONAL

Shawn Campbell 2027

DOG OFFICER

R. Thomas Delaney, Jr. 2027
John Greenhalgh 2027
Jodee Coke 2027

EARTH REMOVAL INSPECTOR

Michelle Collette 2027

ELECTION WORKERS

Albert Steed 2027
Alicia Black 2027
Andreas Hartmann 2027
Barbara Keast 2027
Bronwen Wallens 2027
Carole Clark 2027
Carol Moore 2027
Cindy Martell 2027
Connie Sartini 2027
Daniel Emerson 2027
David Posner 2027
David Sontag 2027
Diane Rice 2027
Donna Piche 2027
Ellen Paxton 2027
Emily Navetta 2027
Fran Stanley 2027
Jacqueline Jackson 2027
Janis Discipio 2027
Jeffrey Upton 2027
Jennifer Cacciola 2027
Joan Croteau 2027
John Sopka 2027
Joni Parker-Roach 2027
Judith Anderson 2027
Katrina Posner 2027
Lynda Moore 2027
Lindsey Goranson 2027
Lisa O'Neill 2027
Lois Young 2027
Margaret Knight 2027
Michael Discipio 2027
Michelle Collette 2027
Nancy Pierce 2027
Patrick Parker-Roach 2027
Ramona Tolles 2027
Rena Swezey 2027
Richard Marton 2027
Sarah Miller 2027
Stephen A. Legge 2027
Stuart Shuman 2027
Sue Nordberg 2027
Valerie Heim 2027
Virginia Stewart 2027
William Seldon 2027

ELECTRICAL INSPECTOR

Edward Doucette 2027
John Dee III (Alternate) 2027

EMERGENCY MANAGEMENT DIRECTOR

Rachael Bielecki 2027

ASSISTANT EMERGENCY MANAGEMENT DIRECTOR

Terence Gardner 2027

EXECUTIVE ASSISTANT TO THE TOWN MANAGER

Kara Cruikshank 2027

FENCE VIEWER

George Moore 2027

FIELD DRIVER

George Moore 2027

GRAVES REGISTRATION OFFICER

Deborah Beal Normandin 2027

HARBOR MASTER

Michael F. Luth 2027

HAZ-MAT COORDINATOR

Arthur Cheeks 2027

**HEALTH INSURANCE PORTABILITY
& ACCOUNTABILITY OFFICER**

Melisa Doig 2027

HUMAN RESOURCES DIRECTOR

Melisa Doig 2027

IT DIRECTOR

Michael Chiasson 2027

KEEPER OF THE TOWN CLOCK

Paul Matisse 2027

LAND USE DIRECTOR / TOWN PLANNER

Takashi Tada 2027

LOCAL LICENSING AGENT

Michael F. Luth 2027
Rachael Bielecki 2027

MEASURER OF WOOD AND BARK

Evan C. Owen 2027

MOTH SUPERINTENDENT

Brian Callahan 2027

NIMS COORDINATOR

Michael F. Luth 2027

PARKING CLERK

Kara Cruikshank 2027

PLUMBING AND GAS INSPECTOR

Norm Card 2027

Jeremy Pierce (Alternate) 2027

POLICE DEPARTMENT**Deputy Chief**

Rachel Bielecki 2027

Matron

Jessica Watson 2027

Officers

Adam Scott 2027

Andrew Davis 2027

Brian Underhill 2027

Dale Rose 2027

Derrick J. Gemos 2027

Gordon Candow 2027

Gregory Steward 2027

Ian Pereira 2027

Justine Wagner 2027

Kevin Henehan 2027

Michael Lynn 2027

Michael Masterson 2027

Paul Connell 2027

Peter Breslin 2027

Peter Violette 2027

Rachael Mead 2027

Robert Wayne 2027

Tyler Melanson 2027

Traffic Officers

Andy Fields 2027

Brian Callahan 2027

George Aggott 2027

Irmin Pierce 2027

James Fitzgerald 2027

Martin Wallace 2027

Michael Murray 2027

Mirella Maskalenko 2027

Peter C. Myette 2027

Ricky Patel 2027

Robert Dyer 2027

Shaun Wagner 2027

Stephen Marshall 2027

Thomas Delaney 2027

Part Time Officers

Frank Mastrangelo 2027
Michael Ratte 2027
Jeffrey Yung 2027

PUBLIC WORKS DIRECTOR/HWY SURVEYOR

Brian Callahan 2027

ROADKILL OFFICER

Brian Callahan 2027

SEALER OF WEIGHTS & MEASURES

Massachusetts Division of Standards 2027

SURVEYOR OF WOOD/LUMBER

Brian Callahan 2026

TOWN DIARIST

M. Constance Sartini 2027
Robert L. Collins 2027
Vacancy 2027

TREE WARDEN

Brian Callahan 2027

VETERANS' SERVICE OFFICER

Jennifer Moore 2027

WATER SUPERINTENDENT

Vacancy

II. BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE TOWN MANAGER

CABLE ADVISORY COMMITTEE

Eric Fischer 2027
Janet Vartanian Sheffield 2027
John Macleod 2027
Neil N. Colicchio 2027
Russel Harris 2027

HISTORIC DISTRICTS COMMISSION

Jennifer Moore 2029
Vacancy 2029

INSURANCE ADVISORY COMMITTEE

Adam Borbone 2027
Melisa Doig 2027
Patricia Dufresne 2027
Rena Swezey 2027
Jim Crocker 2027
Gordon Candow (Police Sup. Off. Rep) 2027
Steve Knox (DPW Rep) 2027
Michael Lynn (Police Rep) 2027
Christopher Rogers (Supervisors Rep) 2027
Fran Stanley (Town Hall/Library Rep) 2027

BOARD OF SURVEY

Christopher Rogers- Bldg. Comm. 2027
Arthur Cheeks-Fire Chief 2027
Evan C. Owen 2027

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

AGRICULTURAL COMMISSION

Shelly Sullivan 2029
Vacancy 2029

COMMISSION ON ACCESSIBILITY

Alan W. Taylor 2027
Judith Anderson 2027
Lois Young 2027
Lynne Pistorino 2027
Robert J. Fleischer 2027
Thomas Pistorino 2027
Elizabeth Tannebring 2027

COMMUNITY EMERGENCY RESPONSE COORDINATOR

Brian Callahan 2027
Michael F. Luth 2027
Arthur Cheeks 2027

CONDUCTORLAB COMMITTEE

Michelle Collette 2027
Robert Hanninen 2027
Takashi Tada 2027
Veronica O'Donnell 2027
Vacancy 2027

EARTH REMOVAL STORMWATER ADVISORY COMMITTEE

Bruce Easom 2027
George Barringer 2027
Brian Callahan 2027
Robert Hanninen 2027
Steven Savage 2027

GREAT POND ADVISORY COMMITTEE

Alexander Woodle 2027
Dane Krampitz 2027
James Luening 2027
Jesse Cotter 2027
Laurence J, Hurley 2027
Ron Hersch 2027
Steve Beard 2027
Rick Salon 2027
Vacancy 2027

GREENWAY COMMITTEE

Adam Burnett	2027
Carol Coutrier	2027
David Pitkin	2027
Pete Carson	2027
Vacancy (3)	2027

HISTORICAL COMMISSION

Aubrey Theall	2029
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OLD BURYING GROUND COMMISSION

Don Black	2027
Debbie Beal Normandin	2027
Eleanor Gavazzi	2027
Vacancy (2)	2027

RECYCLING COMMITTEE

Bart Yeager	2027
Brian Callahan	2027
Jamie E. King	2027
Nancy Ohringer	2027
Tessa David	2027

**LOCAL EMERGENCY PLANNING
COMMITTEE**

Arthur Cheeks	2027
Michael F. Luth	2027
Mark Haddad	2027
Christopher Rogers	2027
Brian Callahan	2027

SIGN COMMITTEE

Jason Kauppi	2027
Connie Sartini	2027
Mark W. Haddad	2027

TOWN FOREST COMMITTEE

Ned Cahoon	2029
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TRAILS COMMITTEE

Bob Fournier	2027
Brittain McKinley	2027
Dan Pierpont	2027
James Peregoy	2027
Kiirja Paananen	2027
Paul Funch	2027
Richard Lynch	2027
Stephen A. Legge	2027
Thomas Gulick	2027
Tom Montilli	2027
Josh LoPresti	2027

WEED HARVESTER COMMITTEE

James Luening	2027
Cy Richards	2027
Jed Richards	2027
Keith Downer	2027
Steve Beard	2027
Vacancy (2)	2027

WILLIAMS BARN COMMITTEE

Bruce Easom	2027
Christopher Darling	2027
Joseph Twomey	2027
Matt Novak	2027
Robert Kniffen	2027
Sandra Tobies	2027
Steve Woodin	2027
Lucia Franceschi	2027
Vacancy	2027

IV. ADDITIONAL TOWN MANAGER APPOINTMENTS –Effective Immediately

- **Country Club Golf Staff**
Merritt Brooks
Sears Brooks
- **Country Club Lifeguards**
Will Cronin
Courtney Cudsworth
Gregory Dewing
Liam Finley
Catherine Gardner
Farren Moser
Celia Moser
Ayelet Nishikawa-Geitheim
Callie Phillips
- **Country Club Swim Instructor**
Alexi Fishbone
Ally Paul
- **Country Club Camp Staff**
Logan Tompkins
KK Eydenberg
Sohil Patel
Jacob York
Sarah Frye
Logan Tompkins
- **The Council on Aging Per Diem Van Driver**
Peter Cunningham
Samuel Palmer
Michael Kalil
David Nelson

Patricia M. Simmons
Richard Marton
Hank Montanari
Bob Shwartz
Edward Wenzell
Dean Papadopoulos
Lynn Holdsworth
Tom Delaney

- **Park Ranger**
Aiden Saball

PROPOSED LINE ITEM TRANSFERS FOR YEAR END 2026

Transfers TO <i>(Line Items Projecting a Deficit)</i>				
Ledger Number	Account	Requests as of 6/11/2026	Notes	Function Total
5400	124 Town Mgr Expenses	5,600	Survey for Easement	
5115	141 Assessors Salaries	11,822	VBB	
5120	135 Accounting Wages	3,856	Mid Year wage to sal adj	
5400	145 Treasurer/Collector Expenses	3,000		
5220	151 Town Counsel	25,000		
5120	161 Town Clerk Wages	\$685	Election OT	
5400	171 Conservation Commission	\$300	Groton Herald Invoices	50,263 Gen Govt
5115	210 Police Salaries	\$2,191	VBB/Longevity	
5120	241 Building Insp Wages	\$5,200	Xtra Local Inspector hours	
5115	242 Mechanical Inspector Salaries	\$1,220		
5400	242 Mechanical Inspector Expenses	\$625	mileage	
5400	244 Sealer of Weights & Measures	\$78	StateContract	
5400	291 Civil Defense	\$4,000	Hazard Mitigation Plan	
5400	292 Dog Officer	\$429	Renegotiation of salary	\$13,743 PPP
5115	420 Highway Salaries	\$11,000	HI Opt Out not budgeted	
5490	423 Snow & Ice	\$1,921	Winter Storm Activity	
5471	430 Tipping Fees	\$10,000		\$22,921 DPW
5120	542 COA Van Wages	\$8,360	Van Activity Increases	\$8,360 Citizen Srvc
5120	610 Library Wages	\$6,569	HI Opt out/VBB Retirements	
5120	640 Country Club Wages	\$30,000	Programming	
5400	640 Country Club Expenses	\$57,000	CC Function Hall Bathrooms	\$93,569 Culture/Rec
5400	913 Unemployment Compensation	\$5,000	Unemployment Claims	
5173	916 Town Share Medicare	\$10,000	Payroll Activity	\$15,000 Benefits
6000-5120	6000 Center Sewer Enterprise	\$3,841	Sewer Ent Vote	
6040-5120	6040 4 Corners Sewer	\$427	4 Corners Ent Vote	
6100-5120	6100 Water Enterprise Wages	\$39,000	Mid Year wage adj	
6500-5120	6500 Stormwater	\$5,500	Stormwater Ent Stipend	\$48,768 Enterprise
TOTAL PROJECTED DEFICITS (ESTIMATED)		\$252,624		252,624

Transfers FROM <i>(Line Items with Projected Surplus)</i>				
5120	141 Assessor Wages	-\$6,778		
5115	145 Treasury Salaries	-\$15,000		
5115	161 Town Clerk Salaries	-\$8,000		
5451	193 Insurance Deductible Reserve	-\$10,000		-\$39,778 Gen Govt
5120	210 Police Wages	-\$2,191		
5115	241 Bldg Inspector Salaries	-\$2,600		-\$4,791 PPP
5120	420 Highway Wages	-\$23,000		-\$23,000 DPW
5120	541 COA Wages	-\$3,200		-\$3,200 Citizen Srvc
5115	610 Library Salaries	-\$6,435		-\$6,435 Culture/Rec
5400	914 Employee Health Insurance	-\$126,652		-\$126,652 Benefits
6000-5400	6000 Center Sewer General Expenses	-\$3,841		
6040-5400	6040 4 Corners General Expenses	-\$427		
6100-5115	6100 Water Department Salaries	-\$22,000		
6100-5400	6100 Water Enterprise General Expenses	-\$17,000		
6500-5400	6500 Stormwater General Expense	-\$5,500		-\$48,768 Enterprise
TOTAL SURPLUS FUNDS (ESTIMATED)		-\$252,624		-\$252,624

Net Transfer **\$0**



TOWN OF GROTON

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

Select Board

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

Town Manager
Mark W. Haddad

June 9, 2026

Honorable Select Board
Honorable Town Clerk
Town of Groton
173 Main Street
Groton, MA 01450

RE: Temporary Absence of the Town Manager

Dear Members of the Select Board and Town Clerk:

The purpose of this letter is to advise you, pursuant to Section 4.4.2 of the Groton Charter, that I will be temporarily absent from my duties as Town Manager from June 19, 2026 through June 28, 2028. I will return to the Office on June 29, 2026. Pursuant to this Section, I am designating Melisa Doig as Acting Town Manager to perform the duties of the Town Manager during my temporary absence.

Thank you for your attention to this matter.

Sincerely,

Mark W. Haddad
Town Manager

cc: Kara Cruikshank – Executive Assistant
All Department Heads



SELECT BOARD POLICY

Policy Category:	Board
Policy Number:	BOA – 2020 – 16
Latest Revision Date:	May 11, 2020 June 15, 2026

POLICY NAME: TOWN MANAGER EVALUATION POLICY

On an annual basis, the Select Board will evaluate the prior fiscal year's performance of the Town Manager. The Town Manager, as the Chief Administrative Officer of the Town, is responsible to the Select Board for the proper administration of all town affairs placed in his/her charge by the Town Charter. It is therefore vital to the continuity of, and the community's confidence in, Town government, that the Town Manager's performance be publicly evaluated, and that, as part of that evaluation, areas of strength and areas that need improvement can be identified by the Select Board.

EVALUATOR ELIGIBILITY:

1. To be eligible to submit an annual evaluation for the Town Manager, a member of the Select Board must have been a member of the board for more than 120 consecutive calendar days immediately prior to completing the annual evaluation.
2. An annual evaluation for the Town Manager requires that a simple majority of the Select Board has completed, reviewed with the Town Manager and submitted an individual Evaluator Workbook to the Human Resources Director. Only members who completed and submitted an individual Evaluator Workbook may vote to approve or disapprove the Select Boards' evaluation at a full board meeting.

ROLE OF THE CHAIR:

1. The Chair of the Select Board is responsible for the administration of this policy and procedure. The Chair shall begin the annual evaluation process by placing on the Board's agenda an item to discuss the commencement of the Town Manager's annual performance evaluation. The Chair will request that the Town Manager prepare his or her self-evaluation portion of the Evaluator Workbook which will be disseminated to each Board member with instructions to complete the Evaluation Workbook, review it with the Town Manager, obtain the Town Manager's signature, and deliver the completed Evaluation Workbook to the Human Resources Director. Under no circumstances may a Select Board member share their completed Evaluation Workbook with anyone but the Human Resources Director.



SELECT BOARD POLICY

2. The Human Resources Director is responsible for receiving each Board member's Evaluator Workbook. The Human Resources Director along with the Select Board Chair will compile the members' individually completed Evaluation Workbook using the Compilation Workbook. After double checking the Compilation Workbook results, the Human Resources Director and the Select Board Chair will generate the Select Board's Town Manager Evaluation covering the evaluation's start and end date.
3. The Select Board Chair will present, to the full Board at a public meeting, the compiled Select Board's Town Manager Evaluation for approval. Only members who completed and submitted an individual Evaluator Workbook may vote to approve or disapprove the Select Boards' evaluation at the full board meeting. Board members, if any, who did not complete an individual Evaluator Workbook must abstain at the time this vote is taken.
4. All questions relative to the performance evaluation process should be directed to the Chair.

EVALUATION PROCEDURES:

1. The Town Manager's performance evaluation shall commence on the first regularly Select Board meeting ~~in July~~after the Annual Town Election of each fiscal year and will be prepared and completed as generally described in the Role of the Chair, above, and these procedures.
2. At the first regular Select Board meeting after the Annual Town Election~~in July~~, the Chair shall validate which Select Board members are eligible to complete an Evaluator Workbook and request that the Town Manager complete the Status of Town Manager Goals and the Town Manager's Self Evaluation sections of the Evaluator Workbook.
3. The time period in which the Town Manager will complete the Status of Town Manager Goals and the Town Manager's Self Evaluation sections of the Evaluator Workbook is fifteen (15) calendar days from the date the Select Board Chair requests the Town Manager to complete his sections of the Evaluator Workbook. This time period may be extended by mutual agreement of a simple majority Board vote and the Town Manager. All Select Board members may vote, whether they will complete an Evaluator Workbook or not, on the question of an extension for completion of this task.
4. Following the Town Manager's completion of their sections of the Evaluator Workbook, the Human Resources Director will update the Evaluator Workbook with the Town Manager provided date and distribute copies of the Workbook to eligible board members.



SELECT BOARD POLICY

5. All Board discussions and deliberations as to the evaluation procedure and completion of the evaluation document are to be held in public session. Board members are not to share their comments with other members of the Board outside of a properly posted public meeting of the Board.
6. Each member, who received one, shall complete their Evaluator Workbook and return it back to the Human Resources Director. Board members completing Evaluator Workbooks are required to meet with the Town Manager to discuss their and the Town Manager's thoughts on the evaluation prior to submission. The timeline for returning the Completed Evaluator Workbook to the Human Resources Director is fifteen (15) calendar days following delivery of the Town Manager completed Evaluator Workbook to the Board members. This time period may be extended by mutual agreement of a simple majority Board vote and the Town Manager. All Select Board members may vote, whether they will complete an Evaluator Workbook or not, on the question of an extension for completion of this task.
7. Not later than (15) calendar days after all required Evaluator Workbook have been received by the Human Resources Director, the Director and the Select Board Chair will prepare, following the Compilation Workbook process, the Select Board's Town Manager Evaluation document.
8. At the next regularly scheduled Select Board meeting, the Select Board Chair will present to the full Board at a public meeting the Select Board's Town Manager Evaluation for approval. Only members who completed and submitted an individual Evaluator Workbook may vote to approve or disapprove the Select Boards evaluation at the full board meeting. Board members, if any, who did not complete an individual Evaluator Workbook must abstain at the time this vote is taken.
9. After the vote of approval, the Town Manager and the Select Board Chair will sign the Select Board's Town Manager Evaluation and provide the signed document to the Human Resources Director. In turn, the Human Resource Director will deliver a copy of the approved Select Board's Town Manager Evaluation to the Town Clerk for public release when requested. For document retention, see the Document Retention section of this document.

MISCELLANEOUS

One (1) copy of the Select Board's Town Manager Evaluation will be placed in the Town Manager's personnel file and retained there for as long as his personnel file is retained by the Town.

This policy and procedure may be amended only by a majority vote of the Board taken during a properly posted public meeting. Any such amendment shall be reduced to writing and incorporated herein. All current members of the Select Board, regardless of the length of service, are eligible to vote on proposed amendments to this policy.

**SELECT BOARD MEETING MINUTES
MONDAY, JUNE 1, 2026
UN-APPROVED**

Select Board Members Present: Matt Pisani; Becky Pine; Nick Degaitas Jr.; Peter Cunningham; John Reilly;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patrica DuFresne, Assistant Director of Finance/Town Accountant; Melisa Doig, Human Resources Director; Katie Kazanjian, Treasurer/Tax Collector; Brian Callahan, Department of Public Works (DPW) Director.

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

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

Mr. Haddad called for nominations for the position of Chair. Ms. Pine nominated Mr. Cunningham for the position of Chair. Mr. Pisani seconded the motion. The motion carried unanimously.

Mr. Cunningham took on the role of Chair for the meeting and called for nominations for the position of Vice Chair. Mr. Pisani nominated Mr. Reilly for the Vice Chair position, while Mr. Cunningham nominated Ms. Pine. Mr. Reilly seconded Ms. Pine's nomination. The motion was carried unanimously.

Mr. Cunningham nominated Mr. Degaitas to be the Clerk. Ms. Pine seconded the motion. The vote to name Mr. Degaitas as Clerk was unanimous.

ANNOUNCEMENTS

Ms. Pine took a moment to acknowledge former Select Board Member Alison Manugian, who lost her bid for reelection. She noted that she and Ms. Manugian were elected together nine years ago. Ms. Manugian served as Chair for three years and, prior to her election to the Select Board, was a member of the School Committee for nine years. Ms. Pine described her as very fair, easy to work with, and a true advocate for the Town's employees and schools. Mr. Cunningham said that Ms. Manugian was a hard worker and expressed his respect for her contributions. Mr. Pisani shared that he learned a great deal about local government from Ms. Manugian and congratulated Ms. Pine and the newest member, Nick Degaitas, on their election to the Board. He appreciated their efforts. Mr. Reilly expressed his appreciation for Ms. Manugian's demeanor and stated that he would miss her. He also welcomed Mr. Degaitas and congratulated Ms. Pine on her reelection to the Board.

PUBLIC COMMENT PERIOD

None

TOWN MANAGER'S REPORT

Mr. Haddad said people have inquired about new Cameras installed around Town and clarified that they are the DPW Frost Cameras, not Flock Cameras. Brian Callahan, DPW Director, was in attendance to discuss the Frost Cameras. Mr. Callahan explained that the DPW relies heavily on these cameras, with four installed at different locations. He can set weather alerts directly to his and the foreman's phones. Ms. Pine asked whether it would be possible to add a photo comparing the Flock and Frost Cameras somewhere. The Frost Cameras are solar-powered, while the Flock Cameras are hardwired. Mr. Haddad emphasized that the cameras are aimed at the road, not at license plates. Mr. Callahan stated that the Frost Cameras are on a one-year lease and are charged to Snow and Ice. The Board thanked Mr. Callahan for his time and explanation.

Mr. Haddad announced that a Groton Town Takeover will be held at Polar Park, home of the Worcester Red Sox, on Wednesday, August 5, starting at 6:45 p.m. For each ticket sold, \$5.00 will be donated to the Prescott Community School. Michelle Collette will also be honored as Groton's Hometown Here and be recognized on the field. He thanked Ms. Connie Sartini for publishing the ad in the Groton Herald and encouraged everyone to attend.

Monthly Department Head meetings are held regularly. Mr. Haddad explained that team-building events are sometimes part of these meetings. He said that on Thursday, June 11th, the Department Heads will hold their monthly meeting at the Groton Country Club, which will serve as a team-building event. He wanted to inform the Board that the Department Heads will be away from their departments for the day.

1. Town Treasurer/Collector Katie Kazanjian- Inform Board of Fiscal Year 2027 Tax Bill Change to Issue Quarterly Tax Bills Twice a Year.

Katie Kazanjian, the Town Treasurer and Tax Collector, attended the meeting to present her proposal to transition the Town's real and personal property tax billing to a double-remittance format starting in Fiscal Year 2027. Ms. Kazanjian explained that beginning with the FY2027 billing cycle, real estate and personal property tax bills will use a double-remittance format, with two payment coupons or remittance sections on each bill. While property taxes will still be due quarterly, the tax bills will now be mailed twice a year instead of four times a year.

She reviewed the new features of the remittance coupons, noting that the updated double-remittance format will replace the previous quarterly remittance. Each bill will now include two remittances per mailing, clearly separated by date and amount. This change will enhance bill readability, simplify payment processing for taxpayers, and improve efficiency for the Collector's office. Ms. Kazanjian explained that this transition will streamline the collection process and is projected to save approximately \$12,000 per year in postage and printing costs. She also noted environmental benefits from reduced paper use. Ms. Kazanjian explained that a letter will accompany the tax bill to provide important information about the new tax bill format. The Town will also provide reminders through the Town's website, social media, email reminders through the online payment system, local newspaper announcements, and a supplement in the Groton Electric Light (GELD) bill. Ms. Kazanjian took the time to answer questions from Members of the Board. The Board members supported the change and thanked Ms. Kazanjian for her time.

2. Plan to Prepare for the Fiscal Year 2028 Budget.

Mr. Haddad explained that the Senate had passed a budget now under review by the Conference Committee. He reviewed the Cherry Sheet figures and emphasized the importance of supporting the Senate budget. The Senate’s proposed budget includes a \$117,151 increase in local aid year over year, about \$69,000 more than the Governor proposed in her budget. Mr. Haddad stated that they set the Town Meeting budget based on the Governor’s figure. If the House’s number remains unchanged, the Town’s budget will be out of balance. He reiterated the need to support the Senate budget and hopes the Conference Committee will support the Senate's figure for Unrestricted Government Aid.

In addition, the Senate is proposing to establish a committee to review the Foundation budget for school aid. Representative Scarsdale has contacted Mr. Haddad to request that he send a letter to the Conference Committee urging the creation of this committee. He asked the Board to authorize the Town Manager to send a letter on behalf of the Select Board to the Conference Committee, urging the inclusion of the Foundation Budget Review Commission in the approved FY2027 Budget. The Select Board unanimously supported Mr. Haddad sending this letter of support.

Mr. Haddad doesn’t believe it is too early to begin planning for the Fiscal Year 2028 Operating Budget. He noted that, as the Board is aware, developing the FY 2027 Budget was particularly challenging due to rising operating costs, inflationary pressures, and limited growth in State Aid. He believes it is important to begin budget planning as early as possible to ensure adequate coordination and long-term financial planning. Mr. Haddad reached out to Dunstable Town Administrator Jason Silva and Groton Dunstable Regional School District Superintendent Dr. Geoff Bruno to reestablish the Town Manager’s and Town Administrator’s Working Group. The group will collaborate and communicate among Groton, Dunstable, and the Groton Dunstable Regional School District on the budget. Mr. Haddad explained that Alison Manugian previously served as the Board’s representative on the Working Group. He asked for a volunteer on the Board to participate. Mr. Degaitas volunteered to take on that role. Mr. Haddad will keep the Board posted.

3. Consider Accepting the Nomination of the Town Manager and Appoint Elizabeth Tannebring to the Commission on Accessibility.

Mr. Pisani made a motion to accept the Town Manager’s nomination and appoint Elizabeth Tannebring to the Commission on Accessibility. Ms. Pine seconded the motion. The motion carried unanimously.

4. Update on Select Board Schedule through Labor Day.

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 an Amendment to H4795, Amendments to the Groton Charter, that Approves of Striking the Word "Assistant" Each Time it Appears in Paragraph 5.3.7 of Section 5.3.**

During the 2025 Fall Town Meeting, voters approved several amendments to the Town Charter. Mr. Haddad reviewed these amendments with the Board. He noted that one amendment corrected the position title from "Principal Assistant assessor" to "Principal Assessor" to align the Charter with the statutory title of the position. During the drafting process, the word "Assistant" was inadvertently left in two additional references in Section 5.3.7, which he described as a scrivener's error. To correct the error, the Legislature intends to propose an amendment to the Charter legislation currently under review by the General Court. Mr. Haddad clarified that the Select Board must formally vote to authorize this amendment. (Please refer to the Town Manager's Report for the amendment to the Charter legislation.)

Ms. Pine made a motion to authorize the proposed amendment. Mr. Reilly seconded the motion. The motion carried unanimously.

- 2. Consider Supporting Dunstable Select Board in Requesting State Action to Adjust the Term of School Committee Member Lacey McCabe to be Extended for the Full Three-Year Term.**

Mr. Haddad explained that during the Town of Dunstable's May 2026 Annual Town Election, the position of Groton Dunstable Regional School Committee Member was mistakenly omitted from the ballot. As a result, voters could not cast votes for this office. Lacey McCabe, the incumbent Chair, was the only candidate to submit the required nomination papers and would have run unopposed. To address the vacancy, the Dunstable Select Board and Ms. Christina Andriole, the other Dunstable member of the School Committee, met on May 22, 2026. They unanimously appointed Ms. McCabe to fill the vacancy until the next Annual Town Election, consistent with the provisions of the Regional Agreement.

Mr. Haddad noted that this is a unique situation because Ms. McCabe properly qualified for the ballot. The Dunstable Select Board is now considering seeking special state action through the Massachusetts Legislature, the Governor's Office, or both to extend Ms. McCabe's term to the full three years rather than just one. Mr. Haddad explained that the Town of Dunstable is asking the parties involved in the Regional Agreement to consider a proposed approach at an upcoming meeting. Before taking further steps, the Town seeks feedback from the Groton Select Board and the Groton-Dunstable Regional School Committee to determine mutual support and ensure all

parties are aligned moving forward. Mr. Haddad fully supports this action and urged the Board to support the Dunstable Select Board in correcting this error. He believes it is important for Ms. McCabe to serve a full three-year term without having to run for re-election next year.

Ms. Pine made a motion to support a special action by the Dunstable Select Board for a three-year term for Lacey McCabe. Mr. Pisani seconded the motion. The motion carried unanimously.

3. Consider Approving a One-Day Wine and Malt Beverages License for the Friends of Prescott Appreciation Party to be held on Thursday, June 18, 2026, from 6:00 p.m. to 8:00 p.m.

Mr. Reilly made a motion to approve a One-Day Wine and Malt Beverages License for the Friends of Prescott's Appreciation Party to be held on Thursday, June 18, 2026, from 6:00 p.m. to 8:00 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

4. Consider Approving a One-Day Wine and Malt Beverage License for the First Parish Church Coffeehouse to be held on Saturday, June 13, 2026, from 7:00 p.m. to 10:00 p.m.

Mr. Pisani moved to approve a One-Day Wine and Malt Beverage License for the First Parish Church Coffeehouse on Saturday, June 13, 2026, from 7:00 p.m. to 10:00 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

OTHER BUSINESS

Consider Amending Town Manager Review Policy to Commence this Year's Town Manager Review on June 15th.

Mr. Haddad explained that he would like the Board to consider amending the Town Manager Review Policy to begin this year's review on June 15th. The Board agreed to bring this forward to the June 15th meeting.

On-Going Issues

- A. PFAS Issue – On June 10th, bids for the RFP will be opened for the second phase of the waterline project. Mr. Haddad said the Environmental Protection Agency (EPA) reached out to the Town about a \$1 million earmark to help cover the project's costs. This is great news for taxpayers, as the earmark will be used to offset the contract's debt service.
- B. UMass Satellite Emergency Facility –None
- C. Fire Department Staffing – The Working Group rescheduled its May 21st meeting due to technical difficulties. Mr. Haddad will provide an update at the June 15th meeting.
- D. West Groton Dam – Squannacook River, Consultant Mr. Delaney met with the inspector for the Dam, and is filing the report with the state. This Dam inspection will be paid for with the secured \$3,000 state grant awarded for inspections.
- E. Main Street Study – None
- F. Flock Cameras. Mr. Haddad said he confirmed, based on an opinion from Town Counsel, that the Board's vote to support funding for the Flock Camera FY2027 contract is legal. Mr. Haddad and Deputy Chief Rachael Mead are forming a Working Group. The Police Department's goal is to work through the Working Group and hold public hearings to gather public input. Mr. Haddad explained that cameras were installed at Sargaisson Beach. Mr. Degaitas asked whether the cameras at Sargaisson could replace the installed Flock cameras. Mr. Haddad provided examples of differences among cameras. The Police Department is working diligently to explore switching to a

different camera brand. Mr. Haddad emphasized that the data from the Flock Cameras is not shared with anyone. Mr. Cunningham said the sooner they get the information out there, the better.

SELECT BOARD LIASON REPORTS

None

Approval of the Regularly Scheduled Meeting of June 1, 2026

Ms. Pine made a motion to approve the regularly scheduled minutes of June 1, 2026. Mr. Pisani seconded the motion. The motion carried unanimously.

The Select Board adjourned at 7:30 p.m.

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