



**Town Manager**  
Mark W. Haddad

## TOWN OF GROTON

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

## Select Board

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

### SELECT BOARD MEETING MONDAY, NOVEMBER 16, 2020 AGENDA

**VIRTUAL MEETING  
BROADCAST ON ZOOM AND THE GROTON CHANNEL  
PURSUANT TO GOVERNOR'S EXECUTIVE ORDER  
CONCERNING THE OPEN MEETING LAW  
ZOOM MEETING ID: 820 1430 4486**

- |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7:00 P.M.      | Announcements and Review Agenda for the Public                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7:05 P.M.      | Public Comment Period                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| I. 7:10 P.M.   | Town Manager's Report                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                | <ul style="list-style-type: none"><li>1. Select Board's Agenda Schedule</li><li>2. Address Any Changes in Emergency Protocols – Update on Town Action</li><li>3. Review Any New Information from the Commonwealth</li><li>4. Consider Ratifying Town Manager's Appointment of Robert Garside as Building Commissioner</li><li>5. Consider Request from Publick House to Reduce Fee</li><li>6. Update on Select Board Schedule through End of Year</li></ul> |
| II. 7:15 P.M.  | Public Hearing – Annual Tax Classification Hearing                                                                                                                                                                                                                                                                                                                                                                                                          |
| III. 7:20 P.M. | Affordable Housing Trust – Workshop to Discuss Establishing More Affordable Housing In Groton                                                                                                                                                                                                                                                                                                                                                               |

### OTHER BUSINESS

#### ON-GOING ISSUES – For Review and Informational Purposes

- A. Prescott School Sprinkler System Project
- B. Water Department – Manganese Issue – PFAS Issue
- C. Polystyrene Containers
- D. Green Communities Application and Implementation
- E. Florence Roche Elementary School Feasibility Study
- F. Highway Garage Renovations

### SELECT BOARD LIAISON REPORTS

- IV. Minutes: Virtual Meeting of November 9, 2020

### 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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**To:** *Select Board*

**From:** *Mark W. Haddad – Town Manager*

**Subject:** *Weekly Report*

**Date:** *November 16, 2020*

1. In addition to the Town Manager's Report and a review of the On-going Issues List, there are two items scheduled on Monday's Agenda. First, it is that time of the year for the Select Board to hold the Annual Tax Classification Hearing. We had scheduled this a month ago in the hopes that we would have final certification from the Department of Revenue in time for the hearing this week. However, Principal Assistant Assessor Jonathan Greeno has informed me that he will need at least one more week. I will be asking the Board to continue the hearing to November 23<sup>rd</sup> at 7:15 p.m. Second, one of the Select Board's annual goals was to hold a workshop/forum with the Affordable Housing Trust to discuss establishing more affordable housing here in Groton. To that end, we have invited members of the Trust to Monday's meeting to begin the discussion. We have also invited members of the Diversity Task Force to the meeting to join in on the discussion.
2. As of the writing of this report, I have no specific update on Town Action relative to the COVID-19 Pandemic. We continue to operate under the protocols approved by the Select Board and there are no issues to report.
3. We continue to monitor the weekly health report issued by the Department of Public Health. Enclosed with this report is the latest report dated November 11, 2020. For the second week in a row, Groton is a "gray" community. However, we continue to trend higher with 9 new cases over the last two weeks. We will continue to monitor the reports and make any recommended changes to our protocols as warranted.
4. Now that Bob Garside has successfully passed the various tests to become a Certified Building Commissioner, it is time to complete the Building Commissioner Transition Plan. Please consider this as notification of my appointment of Bob Garside as Building Commissioner for the Town of Groton. Pursuant to the Groton Charter, I would respectfully request that the Select Board consider ratifying this appointment at Monday's meeting.

**Select Board  
Weekly Report  
November 16, 2020  
page two**

5. We have received a request from the Publick House to reduce the Annual Liquor License Fee on the Function Hall. As you are aware, they hold two liquor licenses at the Country Club. One of the licenses is for the Publick House itself and the other is for the Function Hall, which they lease from the Town. Due to the fact that they have been operating at a loss at the Function Hall due to the Pandemic (no events have been booked), they have requested that the liquor license for the Function Hall be reduced from \$3,000 to \$500. They have no issue with the \$3,000 fee for the Publick House. From my perspective, this is a reasonable request given the fact that nothing can be scheduled for the Function Hall and they are essentially paying for a license that they cannot use. However, should you agree with this reduction, you may hear from the Barn at Gibbett Hill since they are in a similar situation, although I am not aware of their situation at this time. I just wanted to call this to your attention as you consider this request. We can discuss this in more detail at Monday's meeting.
6. Please see the update to the Select Board's Meeting Schedule through the new year:
- |                           |                                                                                                                                                              |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Monday, November 16, 2020 | -Already Posted                                                                                                                                              |
| Monday, November 23, 2020 | -Financial Policy Review<br>-Discussion with Police Chief on Staffing<br>-Final Accounting on DPW Project<br>-Final Accounting on Prescott Sprinkler Project |
| Monday, November 30, 2020 | -No Meeting (Potential Meeting Date)                                                                                                                         |
| Monday, December 7, 2020  | -Update on Fiscal Year 2022 Budget Development                                                                                                               |
| Monday, December 14, 2020 | -Annual Licenses                                                                                                                                             |
| Monday, December 21, 2020 | -Regularly Scheduled Meeting                                                                                                                                 |
| Monday, December 28, 2020 | -No Meeting                                                                                                                                                  |
| Monday, January 4, 2021   | -No Meeting                                                                                                                                                  |
| Monday, January 11, 2021  | -Presentation of Town Manager's FY 2022 Proposed Operating Budget                                                                                            |

MWH/rjb  
enclosures





## Count and Rate of Confirmed COVID-19 Cases and Tests Performed in MA by City/Town, January 1, 2020 – November 11, 2020

City/Town	Total Case Count	Case Count (Last 14 Days)	Average Daily Incidence Rate per 100,000 (Last 14 days) <sup>1</sup>	Relative Change in Case Counts <sup>2</sup>	Total Tests	Total Tests (Last 14 days)	Total Positive Tests (Last 14 days)	Percent Positivity (Last 14 days)	Change in Percent Positivity <sup>3</sup>
<b>Georgetown</b>	111	15	11.9	Higher	5140	729	17	2.33%	No Change
<b>Gill</b>	<5	<5	4.3	Higher	2195	473	1	0.21%	Higher
<b>Gloucester</b>	422	18	4.5	Lower	16979	1674	27	1.61%	Lower
<b>Goshen</b>	6	<5	6.2	Higher	308	31	1	3.23%	Higher
<b>Gosnold</b>	5	0	0	No Change	111	1	0	0%	No Change
<b>Grafton</b>	176	32	11.4	Higher	13828	2077	33	1.59%	Higher
<b>Granby</b>	73	10	11.7	Higher	4296	632	12	1.90%	Lower
<b>Granville</b>	17	<5	9.2	No Change	827	107	2	1.87%	Lower
<b>Great Barrington</b>	86	<5	1.1	No Change	10495	1433	1	0.07%	No Change
<b>Greenfield</b>	254	10	4.2	Higher	13150	1657	11	0.66%	Higher
<b>Groton</b>	75	9	5.5	Higher	9576	1386	10	0.72%	Higher
<b>Groveland</b>	67	9	9.4	Higher	4009	538	9	1.67%	Higher
<b>Hadley</b>	56	<5	2.5	Higher	9577	1376	3	0.22%	Higher
<b>Halifax</b>	89	<5	3.7	Lower	3972	456	4	0.88%	Lower
<b>Hamilton</b>	62	12	11.6	Higher	4352	570	12	2.11%	Higher

Data are current as of 8 am on 11/11/2020; For populations <50,000, <5 cases are reported as such or suppressed for confidentiality purposes. <sup>1</sup> For the calculations used to delineate Grey, Green, Yellow, and Red, please see table on page 27. <sup>2</sup>Number of new cases occurring over the current two-week period (10/25/2020 – 11/07/2020) compared to the previous two-week period (10/18/2020 – 10/31/2020). **Higher**=number of new cases in the current two-week period higher than the number of new cases during the last two-week period. **Lower**=number of new cases in the current two-week period lower than number of new cases during the last two-week period. **No change**=number of new cases in current two-week period is equal to the number of new cases during the last two-week period. <sup>3</sup>Change in percent positivity compared to the previous week's (11/5/2020) report. **No Change**= <0.10% difference in the percent positivity. Municipalities marked with an asterisk (\*) have either a long-term care facility, institution of higher education and/or correction facility with 1) more than 10 confirmed cases in the last 14 days and 2) these cases make up more than 30% of the total cases for that municipality in the last 14 days. DPH calculates rates per 100,000 population using denominators estimated by the University of Massachusetts Donahue Institute using a modified Hamilton-Perry model (Strate S, et al. Small Area Population Estimates for 2011 through 2020, report, Oct 2016.) As of 11/5/2020, the Massachusetts Department of Public Health is using the 2019 population estimates, the most current available data. **Please note:** Data for these tables are based on information available in the DPH surveillance database at a single point in time. Case counts for specific cities and towns change throughout the day as data cleaning occurs (removal of duplicate reports within the system) and new demographic information (assigning cases to their city or town of residence) is obtained.