

Select Board Meeting Packet

February 22, 2021

This is the Select Board preliminary preparation information packet. The content of this package is subject to change between when it is released and the start of the Select Board meeting. Such changes will not be posted to the web site before the meeting. If you see an item or items in the preliminary preparation package that are important to you, please attend the meeting in person.



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*

Town Manager
Mark W. Haddad

**SELECT BOARD MEETING
MONDAY, FEBRUARY 22, 2021
AGENDA**

**VIRTUAL MEETING
BROADCAST ON ZOOM AND THE GROTON CHANNEL
PURSUANT TO GOVERNOR'S EXECUTIVE ORDER
CONCERNING THE OPEN MEETING LAW
ZOOM MEETING ID: 814 5896 6690**

6:30 P.M. Executive Session – Pursuant to M.G.L., c. 30A, §21(a), Clause 3 – “To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.” – Purpose – Fire Union Agreement

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

- 1. Select Board's Agenda Schedule**
- 2. Address Any Changes in Emergency Protocols – Update on Town Action**
- 3. Review Any New Information from the Commonwealth**
- 4. Consider Appointing Gordon Candow to the Diversity Task Force**
- 5. Consider Appointing Charlotte Weigel to the Invasive Species Committee**
- 6. Consider Bringing Request from Kevin Lindemer for Easement Through Groton Country Club to 2021 Spring Town Meeting**
- 7. Update from Town Manager on FY 2022 Proposed Budget**
- 8. Update on Select Board Schedule through Town Meeting**

II 7:15 P.M. Review Existing Committees – Determine Process Moving Forward

OTHER BUSINESS – Consider Ratifying Fire Union Agreement

ON-GOING ISSUES – For Review and Informational Purposes

- A. Water Department – Manganese Issue – PFAS Issue**
- B. Polystyrene Containers**
- C. Green Communities Application and Implementation**
- D. Florence Roche Elementary School Feasibility Study**

SELECT BOARD LIAISON REPORTS

III. Minutes: Virtual Meeting of February 8, 2021

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 Report*

Date: *February 22, 2021*

1. Please note that Monday's meeting will begin at 6:30 p.m. with an Executive Session for the Board to review the Tentative Agreement we have reached with the Professional Firefighters of Groton Union. Should the Board agree with the terms, I will be requesting that the Board ratify the Agreement during the regular meeting. The regular meeting will commence at 7:00 p.m. In addition to the Town Manager's Report and a review of the On-going Issues List, there is one item scheduled on the Agenda. One of the Board's Annual Goals was to review all existing committees and determine whether or not they should continue or be disbanded. Enclosed with this report is a listing of all Committees for your review and consideration.
2. As of the writing of this report, I have no new updates for the Board relative to Town action on the Pandemic. We continue to operate under the protocols approved by the Board last May. If necessary, I will have an update at Monday's meeting.
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 February 18, 2021. We continue to be a "yellow" community with 40 reported cases in the last two weeks with a 1.97% positivity rate. After a slight increase last week, we are trending lower this week. We will continue to be diligent in our efforts to address the impact this pandemic has on our operations. I will have a further update for the Board at Monday's meeting.
4. The Diversity Task Force is recommending that the Select Board appoint Gordon Candow to fill the vacancy on the Task Force representing the ADA. I would respectfully request that the Board make this appointment at Monday's meeting.
5. The Invasive Species Committee is recommending that the Board appoint Charlotte Weigel to fill a vacancy on the Committee. I would respectfully request that the Board make this appointment at Monday's meeting.
6. I have set aside a few minutes during my Weekly Report for the Board to meet with Kevin Lindemer of Boston Road to consider placing an article on the Spring Town Meeting Warrant that would grant Mr. Lindemer an easement through the Groton Country Club to connect to the Town Sewer. A couple of years ago, the Town Meeting voted to include his property on Boston Road in the Center Sewer District. After a review of the various options to connect, Mr. Lindemer would like to pursue this option. We can discuss this in more detail at the meeting.

**Select Board
Weekly Report
February 22, 2021
page two**

7. As is our practice, I have set aside time on the Agenda to update the Board on any issues related to the Fiscal Year 2022 Proposed Operating Budget. This past Thursday, we had our first Tri-Comm Meeting with representatives of from the Towns of Groton and Dunstable and the Groton Dunstable Regional School District Committee. I would like to take a few minutes to update the Board on this meeting.

8. Please see the update to the Select Board's Meeting Schedule through Spring Town Meeting:

Monday, February 22, 2021	-Already Posted
Monday, March 1, 2021	-Review First Draft of Town Meeting Warrant
Monday, March 8, 2021	-Transfer Station Fees Public Hearing - Review/Approve Update to Traffic Rules and Orders
Monday, March 15, 2021	-Public Hearing on the Warrant for Spring Town Meeting
Monday, March 22, 2021	-Follow-Up on Warrant Articles Public Hearing -Finalize FY 2022 Proposed Operating Budget
Monday, March 29, 2021	-Regularly Scheduled Meeting (Potential No Meeting)
Monday, April 5, 2021	-Regularly Scheduled Meeting
Monday, April 12, 2021	-Finalize Warrant for Spring Town Meeting
Monday, April 19, 2021	-No Meeting – (Patriot's Day Holiday)
Monday, April 26, 2021	-Final Spring Town Meeting Prep
Saturday, May 1, 2021	2021 Spring Town Meeting

MWH/rjb
enclosures

CLARIFICATION/DISCUSSION NEEDED:

A-SB	COMMEMORATIONS & CELEBRATIONS COMMITTEE
A-TM	EARTH REMOVAL STORMWATER ADVISORY COMMITTEE
A-SB	LOCAL CULTURAL COUNCIL
A-SB	SCHOLARSHIP COMMITTEE
A-SB	SUSTAINABILITY COMMISSION
A-TM	DATABASE COORDINATOR
A-TM	INSURANCE ADVISORY COMMITTEE
A-TM	BOARD OF SURVEY
A-TM	CABLE ADVISORY COMMITTEE
A-TM	SIGN COMMITTEE
A-TM	COMMISSION ON ACCESSIBILITY
A-TM	RECYCLING COMMITTEE
A-TM	CONDUCTORLAB COMMITTEE
A-TM	HIGHWAY DEPARTMENT BUILDING COMMITTEE
A-TM	SENIOR CENTER BUILDING COMMITTEE

A-TM	HISTORICAL COMMISSION
A-TM	HISTORIC DISTRICTS COMMISSION

A-TM	COMMUNITY EMERGENCY RESPONSE COORDINATOR
A-TM	EMERGENCY MANAGEMENT
A-TM	LOCAL EMERGENCY PLANNING COMMITTEE
A-TM	REGIONAL EMERGENCY PLANNING COMMITTEE

A-SB	AFFORDABLE HOUSING TRUST FUND
A-SB	HOUSING PARTNERSHIP

A-TM	GREENWAY COMMITTEE
A-SB	SARGISSON BEACH COMMITTEE
A-TM	TRAILS COMMITTEE
A-TM	TOWN FOREST COMMITTEE
A-TM	GREAT POND ADVISORY COMMITTEE
A-TM	OLD BURYING GROUND COMMISSION
A-TM	WILLIAMS BARN COMMITTEE
A-TM	WEED HARVESTER COMMITTEE
A-SB	INVASIVE SPECIES COMMITTEE

SELECT BOARD APPOINTED:

CAPITAL PLANNING ADVISORY COMMITTEE	CONSERVATION COMMISSION
COMMUNITY PRESERVATION COMMITTEE	ZONING BOARD OF APPEALS
COMPLETE STREETS COMMITTEE	LOWELL REGIONAL TRANSIT AUTHORITY
COUNCIL ON AGING	MBTA ADVISORY BOARD
FINANCE COMMITTEE	MONTACHUSETT JOINT TRANSPORTATION COMMITTEE
BOARD OF REGISTRARS	MONTACHUSETT REGIONAL PLANNING COMMITTEE
	NASHOBA VALLEY REGIONAL TECHNICAL SCHOOL COMMITTEE

TOWN MANAGER APPOINTED:**EMPLOYEES**

HUMAN RESOURCES DIRECTOR
IT DIRECTOR
BUILDING COMMISSIONER
BUILDING INSPECTOR
COMMUNICATIONS OFFICERS
CONSERVATION ADMINISTRATOR
CONSTABLES
COUNCIL ON AGING DIRECTOR
COUNTRY CLUB GM / HEAD GOLF PRO
ELECTION WORKERS
ELECTRICAL INSPECTOR
EXEC ASSIST TO THE TOWN MANAGER
LAND USE DIRECTOR TOWN PLANNER
PLUMBING AND GAS INSPECTOR
PRINCIPAL ASSESSOR
POLICE DEPARTMENT
PUBLIC WORKS DIRECTOR
TOWN ACCOUNTANT
TREASURER/COLLECTOR
VETERANS' SERVICE OFFICER
WATER SUPERINTENDENT
SEALER WEIGHTS & MEASURES
ADA COORDINATOR

ADD'L EMPLOYEE ROLES

ANIMAL CONTROL OFFICER
ANIMAL INSPECTOR
FENCE VIEWER
FIELD DRIVER
GRAVES REGISTRATION OFFICER
HARBOR MASTER
HAZ-MAT COORDINATOR
HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER
DOG OFFICER
EARTH REMOVAL INSPECTOR
TOWN DIARIST
KEEPER OF THE TOWN CLOCK
LOCAL LICENSING AGENT
MEASURER OF WOOD AND BARK
MOTH SUPERINTENDENT
NIMS COORDINATOR
PARKING CLERK
ROAD KILL OFFICER
SURVEYOR OF WOOD/LUMBER
TREE WARDEN



Massachusetts Department of Public Health COVID-19 Dashboard – Thursday, February 18, 2021

Count and Rate of Confirmed COVID-19 Cases and Tests Performed in MA by City/Town, January 1, 2020 – February 16, 2021

City/Town	Total Case Count	Case Count (Last 14 Days)	Average Daily Incidence Rate per 100,000 (Last 14 days) ¹	Relative Change in Case Counts ²	Total Tests	Total Tests (Last 14 days)	Total Positive Tests (Last 14 days)	Percent Positivity (Last 14 days)	Change in Percent Positivity ³
Freetown	791	57	45.0	Lower	12167	933	63	6.75%	Lower
Gardner	2033	130	46.7	Lower	31774	2077	147	7.08%	Lower
Georgetown	461	31	24.6	Lower	11953	866	40	4.62%	Lower
Gill	28	<5	8.5	No Change	3976	363	3	0.83%	Higher
Gloucester	1512	80	20.1	Lower	39055	2849	91	3.19%	Lower
Goshen	22	6	37.1	Higher	772	90	6	6.67%	Higher
Gosnold	5	0	0	No Change	122	2	0	0	No Change
Grafton	956	54	19.2	Lower	31459	2412	59	2.45%	Lower
Granby	283	19	22.2	Lower	9359	727	23	3.16%	Lower
Granville	67	<5	4.6	Lower	1702	103	1	0.97%	Lower
Great Barrington	381	16	17.0	Lower	21442	1968	20	1.02%	Lower
Greenfield	661	23	9.6	Lower	29023	2405	26	1.08%	Lower
Groton	375	34	20.8	Lower	20568	2028	40	1.97%	Lower
Groveland	403	11	11.5	Lower	8873	522	12	2.30%	Lower
Hadley	251	22	27.1	Higher	18530	1680	26	1.55%	Higher
Halifax	411	23	21.5	Lower	8852	626	25	3.99%	Lower
Hamilton	311	13	12.6	Lower	12596	952	17	1.79%	Lower

Data are current as of 11:59pm on 02/16/2021; For populations <50,000, <5 cases are reported as such or suppressed for confidentiality purposes. ¹ For the calculations used to delineate Grey, Green, Yellow, and Red, please see table on page 25. ² Number of new cases occurring over the current two-week period (1/31/2021– 02/13/2021) compared to the previous two-week period (1/24/2021– 02/06/2021). **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. ³ Change in percent positivity compared to the previous week's (2/11/2021) report. **No Change**= <0.10% difference in the percent positivity. 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.

Dawn Dunbar

From: Michael Chiasson
Sent: Friday, February 12, 2021 11:41 AM
To: Dawn Dunbar
Subject: FW: New Committee Interest Form Entry

Michael Chiasson
IT Director
Town of Groton
173 Main St.
Groton, MA 01450
PH: (978) 732-1890
mchiasson@grotonma.gov

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Tuesday, January 26, 2021 10:37 AM
To: Michael Chiasson <mchiasson@grotonma.gov>
Subject: New Committee Interest Form Entry

Name

Charlotte Weigel

Phone Number

6176401678

Email

charlotte_weigel@yahoo.com

What Committee Are You Interested In Joining?

Invasive Species

Please give us a brief explanation of why you are interested

Invasive species threaten the biodiversity and overall health of Groton's beautiful natural resources. I would like to help out with controlling invasive species and educating our community on what they are and how we can all be the best stewards of our environment.

Sent from [Gwyn at Groton](#)

**SELECT BOARD MEETING MINUTES
VIRTUAL MEETING
MONDAY, FEBRUARY 8, 2021
UN-APPROVED**

SB Members Virtually Present: Alison S. Manugian, Chair; Joshua A. Degen, Vice Chair; Rebecca H. Pine, Clerk; John R. Giger, Member; John F. Reilly, Member

Also Virtually Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant; Melisa Doig, HR Director; Patricia Dufresne, Town Accountant; Hannah Moller, Assistant Tax Collector/Treasurer; Chief Luth; Tom Delaney, DPW Director; Megan Foster, Principal Assistant Assessor; Michael Hartnett, Tax Collector/Treasurer; Bob Garside, Building Commissioner

Ms. Manugian called the meeting to order at 7:00pm and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad said he spoke to Jim Garreffo of NABH and the Chair of the BOH about vaccines. He said that NABH was doing their best to get vaccines to the residents and asked people to remain patient. He said that they were only getting about 100 vaccines at a time for their area towns and had to make sure they had enough to provide people with two vaccines. He said that they were working with the State and Legislature to get more vaccines as quickly as possible to meet the needs of the residents. Ms. Manugian asked for information on how to sign up and where to go once the process opened up.

OTHER BUSINESS

Mr. Haddad said that they put out a BAN sale for short term State House Notes last week. He said they received a low bid of .44% from TD Bank after receiving 6 bids for \$643,630 to cover bonds for police/fire radio equipment, highway equipment and improvements to the Whitney Well. He said that they needed the Select Board to vote to award the \$643,630 Town of Groton, Massachusetts Bond Anticipation Notes dated February 19, 2021 and maturing February 18, 2022 to T.D. Bank, N.A at a net interest cost of 0.44%.

Mr. Degen moved to award the \$643,630 Town of Groton, Massachusetts Bond Anticipation Notes dated February 19, 2021 and maturing February 18, 2022 to T.D. Bank, N.A at a net interest cost of 0.44%. Ms. Manugian seconded the motion. Roll Call: Manugian-aye; Pine-aye; Degen-aye; Reilly-aye; Giger-aye

TOWN MANAGER'S REPORT

1. Mr. Haddad said that Governor Baker had lifted the 25% capacity restrictions and had returned to the previously implemented 40% capacity. He said that this went into effect on Monday, February 8, 2021 at 5:00 a.m. Mr. Haddad said that based on this, they had ended remote work and everyone had returned to work at Town Hall and the Library effective at 6:00 a.m. on Monday, February 8, 2021. Mr. Haddad said that Town Hall would still be closed to the public and would be by "by appointment" only. Mr. Haddad said that the Center in West Groton would continue to be closed until March 1st. He said that Board and Committee meetings would continue to be virtual on zoom for the time being.
2. Mr. Haddad said that Groton continued to monitor the weekly health report issued by the Department of Public Health. He said that they continued to be a "yellow" community with 44 reported cases in the last two weeks with a 2.19% positivity rate. He said that they were trending lower for the fourth consecutive week and hoped this trend would continue. Mr. Haddad said that they would continue to be diligent in their efforts to address the impact this pandemic has had on their operations.
3. Mr. Haddad said that the Williams Barn Committee had recommended that he nominate for appointment Steve Woodin of West Groton to the Committee. Mr. Haddad said that pursuant to Section 4.2 (iv) of the Groton Charter, please consider this as my nomination of Mr. Woodin to the Committee.

Mr. Degen moved to ratify the Town Manager's appointment of Steve Woodin to the Williams Barn Committee term to end June 30, 2021. Ms. Pine seconded the motion. Roll Call: Manugian-aye; Pine-aye; Degen-aye; Reilly-aye; Giger-aye

9 WEST MAIN STREET – PACKAGE STORE LIQUOR LICENSE HEARING

Mr. Haddad asked the Board to reopen the hearing for a liquor license request.

Ms. Pine made the motion. Mr. Degen seconded the motion. Roll Call: Manugian-aye; Pine-aye; Degen-aye; Reilly-aye; Giger-aye

Mr. Kent Leung was present.

Mr. Haddad said that Mr. Leung was asked a series of questions by email that had come up at last week's meeting. Mr. Haddad said that Mr. Leung answered the following questions:

1. **Clarify the use of the second floor and basement?** *I wasn't planning to use the 2nd floor or basement, but I listed it since I thought I needed to list the entire building square footage even if I wasn't using it. I am planning to only use the 2,200 sq ft on the 1st floor for retail sales. If I do use the 2nd floor or basement I would only use it for storage.*
2. **Where does the applicant live?** *You list 3 different addresses within your application (Chelmsford, Shirley and Cambridge). I currently live at 335 Acton Rd Chelmsford, which is only about 22-25 minutes away from 9 W Main St location. My address in Cambridge is the address where Kent Ventures LLC was incorporated and it the registered agent address for the property and the official mailing address.*
3. **Have any improvements been made to the property since you purchased the property?** *Refinished the floors on 1st floor, painting, new electrical on 2nd floor, brand new 3-zone new mini-split system, and installed brand new flooring on the 2nd floor. I received both an electrical permit and final electrical inspection from the Groton Building department for work conducted on the 2nd floor. Both Ira Grossman of the Board of Health and Robert Garside Building Commissioner visited the property prior to authorizing a building permit. The electrical inspection was conducted by a Town of Groton electrical inspector.*
4. **The plans you submitted show an entrance on the Townsend Road side. Will that be the planned main entrance?** *My plan is to have an entrance on the rear side of the parking lot and I in the front of the building. I can easily make either entrance work. If it is easier I can make the entrance at the rear of the building the main entrance this way customers do not have to walk onto the main road to access the building.*
5. **Do you hold a liquor license currently?** *No*
6. **What is your experience running a liquor store.** *I do not have experience running a liquor license. However, I have over 10-years of recent experience in the retail industry from selling pet supplies. I have over 15+ years of experience in the bar and restaurant business.*
7. **Plans for parking and delivery of goods.** *The existing parking lot plus any public allowed by the Town of Groton to be used. Since, the property previously sold alcohol and food I am sure they received regular deliveries. In fact, as a liquor store it should receive less frequent deliveries compared to any food related business.*

Mr. Leung said he had not applied for a liquor license in any other community before. Mr. Leung said he grew up in the Chinese restaurant business with his family. Ms. Manugian said that he would need a special permit from the ZBA because it was a change to the non-conforming use and a special permit from the Planning Board because the space was greater than 2500 sqft. Mr. Degen asked Mr. Leung if he would be running the store or leasing it to another entity. Mr. Leung said it would be his plan to operate the store. Mr. Haddad said he would be required to run the business as the manager listed on the license otherwise they would have to pull the license. Mr. Giger said that a resident from West Groton had some additional questions/comments.

1. **What are your planned hours of operation?** *Mr. Leung said he wasn't sure what hours would be yet.*
2. **What do you plan for signage?** *Mr. Leung said he would be looking to install a sign the same size as what had been there. Mr. Haddad said that any signs on the building would have to go before the Sign Committee.*
3. **As one of the Park Commissioner's I do not approve of any parking in the Carol Wheeler Park. This park is one of two parks located in West Groton. The other being Cutler Field, right up the road on Townsend Rd. Carol Wheeler was a West Groton resident who was killed in action during the Korean Conflict. Carol Wheeler Park is for the**

public to enjoy the area by the river and is a great spot for the many ice fishing people who take advantage of their sport in the winter. It should not be used for patrons of the liquor store to park.

4. Also, as many of you know, there is an active expansion of the Squannacook River Rail Trail. The plans are for it to run right along the border of the Carol Wheeler Park. I do not think a liquor store is conducive to the portrayed reasoning behind the Park or the Rail Trail.

Ms. Pine said that a public hearing was to allow the public to see the applicant and asked if Mr. Leung was willing to turn his camera on. Ms. Manugian said she didn't feel it was appropriate or necessary to ask that question. Ms. Pine asked about the Shirley address listed on his application. Mr. Leung said that was a home he was planning to move to but didn't move to it but owned. Ms. Manugian said this question was not relevant. Ms. Pine asked about the door on the Townsend Road side and if he built that. Mr. Leung said that door was already there. Ms. Pine asked if he had other plans for use of the property after the dog store wasn't viable. Mr. Leung said he wanted to sell some furniture there but because of COVID he didn't. He said that he was approached by some people about opening a liquor store and why he had applied. Mr. Leung said that the language approved by the State designated this area as a potential for a license. Ms. Pine asked about an ad he posted for rental of the property. Ms. Manugian said that this wasn't about an ad placed a couple of years ago as stated by Mr. Leung. Ms. Pine asked why he wouldn't just apply for a beer and wine license. Mr. Leung said that he had been approached by passerby's about opening a full package store.

Resident, Mr. Carl Canner said that there was a deck and a stairway going to a door that wasn't there previously. He said he didn't think it was there before and was very close to the road. Mr. Canner said that there were families and men fishing on the pond adding this was a recreation site and a park. He said he couldn't imagine having a liquor store there. He said that there were already so many liquor stores in the area. He said that this will not be a good thing for West Groton adding it would bring habitual drinkers. Ms. Carol Canner asked why and when West Groton was designated for a liquor store. Ms. Manugian said there had been a number of beer and wine licenses at that location and because of requests made, the Town applied to the state for additional liquor licenses in West Groton and Four Corners. She said that this went to Groton Town Meeting in 2019.

Mr. Degen said that his recollection of the Police Chief's memo stated was he didn't want parking on Pepperell or Townsend Road. He asked how many parking spaces the applicant would have. Mr. Leung said he was unsure but would have to look into it. Mr. Leung said that the property had been used for the past 40 years as a convenience store. He said that it was an issue then and would be an issue for the future. Mr. Degen said that Ms. Pine said that the previous owners sold convenience items that were purchased by walkers from the area.

Mr. Peter Raver of 102 Townsend Road asked what would happen if this was approved, if the plan was to run it or sell it. Ms. Manugian said that the liquor license could not be sold.

Resident, Ms. Ann Brady said she had never seen Mr. Leung in that store as a consignment store. She said she wanted to make sure the owner was a good neighbor and honest. Mr. Leung said that there was never a tenant and the furniture was 100% all his.

Mr. Degen moved to close the public hearing. Mr. Giger seconded the motion. Roll Call: Reilly-aye; Pine-aye; Manugian-aye; Degen-aye; Giger-aye

Mr. Degen moved to reopen the public hearing. Ms. Pine seconded the motion. Roll Call: Reilly-aye; Pine-aye; Manugian-aye; Degen-aye; Giger-aye

Mr. Reilly said he had no additional questions and was ready to reclose the hearing.

Mr. Degen moved to close the public hearing. Ms. Pine seconded the motion. Roll Call: Reilly-aye; Pine-aye; Manugian-aye; Degen-aye; Giger-aye

Ms. Manugian said that they had received a lot of input. She said that a lot of concerns and questions were more appropriate for the Planning Board in regard to parking and traffic. She said she didn't have any information that said this would dramatically change the traffic or parking from previous owners. She said this wasn't the case of picking their favorite proposal. She said the site was difficult. She said that a liquor license was an annual renewal and if there was a problem, they could discuss it at that point. She said that they would get to put restrictions on this such as hours. She said she heard the concerns but didn't think people who visited liquor stores were degenerates and shouldn't visit West Groton. Ms. Pine said that they voted recently to deny an application because of the number of stores within a short distance and because of parking. She said that they heard unanimous opposition from those abutters as they had here. She said she didn't realize that this location was the targeted location for a liquor store license.

Ms. Pine moved to deny this alcohol license. Mr. Giger seconded the motion.

Mr. Degen said he understood capitalism and understood being a business owner. He said he wanted to see this store thrive and fit in the community. He said that the only way he saw this being a success there was a major investment by the applicant. He said that until the Planning Board reviewed the property, he was apprehensive about granting a liquor license. He said if the applicant wanted to sell beer and wine along with consignment, that would be unique. Mr. Degen said he didn't see this being a success without lottery, snacks, etc. Mr. Degen said he couldn't grant the license at this time. Ms. Manugian said that she was struggling with traffic and parking concerns were going to prohibit this use, that would prohibit any use of that building.

Mr. Reilly said that Mr. Leung had done a great job answering the questions and was embarrassed by some of the questions asked during the hearings. He said that he had to stay consistent with how he voted on the Mobil Station application that recently came to them. He said that this had been an icon of West Groton to the people of West Groton. Mr. Reilly said he could not support this. Mr. Giger said he did not support this adding he agreed with Mr. Reilly and how they voted on the Mobil stores license request. He said that the Town declared a park and couldn't see it turning into a parking lot. Mr. Haddad said he would draft a decision if the Board voted to deny this application.

Roll Call: Manugian-aye; Pine-aye; Degen-aye; Giger-aye; Reilly-aye

TOWN MANAGER'S REPORT – CONT.

4. Mr. Haddad said he was pleased to report that he and Patricia DuFresne had reached an agreement on a new three (3) year contract for her to remain as their Town Accountant. He said that the term of the agreement was from July 1, 2021 through June 30, 2024. He said that Ms. Dufresne was a very important member of the Town's Finance Team and an outstanding Town Accountant. He said that they were very lucky to have her in their employ. He said that she had agreed to freeze her salary in FY 2022, which was in line with the recently approved Supervisor's Union Contract. He said that they had added an additional week of vacation, which was also in line with the Supervisor's Union Contract but that all other terms were the same. Mr. Robertson said she was extremely knowledgeable and fully supported this.

Ms. Pine moved that they ratify the new agreement with Town Accountant Patricia Dufresne. Mr. Giger seconded the motion. Ms. Pine said she was pleased about this and was grateful she froze her salary next year like the union had. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

5. Mr. Haddad said that they had entered into a Tentative Agreement with the Town and Library Employees, SEIU, Local 888 on a one-year contract. He said that they had agreed to freeze their salaries in FY 2022 in exchange for a one-time cash payment that will not be added to their base salaries. Mr. Haddad said how grateful he was to the Union for their willingness to work with the Town during these difficult fiscal times.

Ms. Pine made the motion to ratify the agreement made between the Town and SEIU 888, Town Hall and Library Employees. Mr. Reilly seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

6. Mr. Haddad said that they had an executive session that evening to discuss the Tentative Agreements between the Groton Patrolmen and Superior Officers. He said that these agreements were one-year contracts, that both unions had agreed to freeze their salaries and would receive a one-time 1.5% performance incentive cash bonus that would not be added to their base. He said that these were their first responders and had stepped up to the plate during these difficult financial times.

Mr. Giger said he was reluctant to vote on this because of the one open item they discussed earlier that evening. Mr. Haddad said that if their labor attorney disagreed or recommended not to remove the language, the unions be okay with that.

Ms. Pine moved to ratify the Patrolmen's Union Agreement. Mr. Degen seconded the motion. Roll Call: Giger-aye; Pine-aye; Degen-aye; Manugian-aye; Reilly-aye

Ms. Pine moved to ratify the Superior Officer's Union Agreement. Mr. Reilly seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

Ms. Manugian thanked all town employees for working with the Town on these agreements. She said that Mr. Haddad and his team had done a great job on these agreements. Mr. Haddad recognized the bargaining team and thanked them for their hard work.

7. Mr. Haddad said that they had completed their search for a Truck Driver/Laborer to fill one of the two vacancies in the Highway Department as approved by the Select Board. He said that the search team made up of DPW Director Tom Delaney, Highway Foreman Troy Conley and Human Resources Director Melisa Doig interviewed four applicants and had recommended to him that he appoint Andrew Bernhardt to this position. Mr. Haddad said that Mr. Bernhardt was currently employed by the Town of Harvard Highway Department and came highly recommended to Groton. Mr. Haddad asked the Board to vote to ratify this appointment at Monday's meeting.

Ms. Pine made the motion effective February 22, 2021. Mr. Reilly seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

Ms. Pine said she asked Mr. Haddad to provide a summary of the duties of the MS4 Stormwater position. She outlined the job duties.

8. Mr. Haddad said that The Diversity Task Force had requested that the Board appoint Amy Degen and Deidre Slavin Mitchell to the Task Force. Mr. Haddad said that Ms. Degen would be replacing Nadia Madden as the representative from the Interfaith Council and Ms. Slavin Mitchell will be the representative from the Civil Discourse Group. Mr. Haddad said that the Groton Dunstable Regional School District will no longer have a representative on the Committee, so the membership would stand at eleven. He said that there was still one vacancy from the Disability Commission.

Ms. Pine moved to appoint Amy Degen to the Diversity Task Force. Mr. Reilly seconded the motion. Roll Call: Degen abstain; Roll Call: Pine-aye; Manugian-aye; Reilly-aye; Giger-aye

Ms. Pine moved to appoint Deidre Slavin Mitchell to the Diversity Task Force. Mr. Reilly seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

9. Mr. Haddad said that at last week's meeting, the Board requested that he bring back the application to the Community Preservation Committee for CPA funds from the Park Commission for their Field and Recreation Feasibility Study (CPC #2022-02 – Field and Recreation Feasibility Study). Mr. Haddad read a request from a Park Commissioner to not hold this discussion that evening. Ms. Manugian said that if they wanted to provide their recommendation to the CPC, they needed to do it this way. Ms. Manugian asked for the cost breakdown. Mr. Haddad said that the Park Commission would be going to amend their application number. He said that the ask of \$120K was

too much and were instead going to ask for \$20K to do a feasibility study of the fields and come up with a plan. Ms. Pine said she spoke at lengths with Park Commissioner, Don Black last week and was convinced that the Board not support the application before them. Mr. Degen said that they needed to look at the application before them for \$120K and could not support the application.

Mr. Black said that the feasibility study was about \$20K. He said that this would look at all three of their useable fields. He said he wanted to prevent all the work they had done go down for not. He said that this revision would look at all their fields and see what needs to be done.

Ms. Manugian moved that they draft a letter that they could not support the project for the \$120K as presented and that if they had a written proposal for a lesser amount, they could have discussed it. Ms. Pine seconded the motion.

Ms. Pine said that the application was vague, had contradicting information, that improvements to the parking lot could have been done in house, and that the irrigation well did not belong in there anymore. She said she thought that the brainstorming could be done by the Park Commissioners. She said she could not support installing bathrooms at Cow Pond Brook and would prefer they use porta toilets until composting toilets were allowed for use. She said there was no data on maximizing field space and would like to see a sketch done first.

Mr. Degen asked if the motion could be reformed that they could support an application of not more than \$20K so that all work done thus far was not lost. Ms. Manugian said that she would make that friendly amendment.

Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

10. Mr. Haddad said that at last week's meeting, he informed the Board of a Grant they received to install three (3) electric car charging stations at various locations in Groton. He said that the Board had some questions and asked him to bring the issue back to this week's meeting.

- How long does it take to charge a car? The length of time to charge at level 2 depends on how empty the car is. There are also many varieties of level 2 chargers, but an approximate number would be 8 hours if the battery was fully depleted.
- How will the payments work? The Light Department is recommending that we use a company called Chargepoint to handle the billing. They do it for many municipalities that have charging stations in their towns. Users would open chargers on their Chargepoint app and pay through the app.
- Who shares in the income for use of the station? Chargepoint sets a fee for the use of their app and GELD would develop an electric use charge that would go directly to them through Chargepoint. The Town may be able to add a fee, but at this point I would not recommend we do as we are trying to provide a service that was obtained at no cost to the taxpayers.
- How will we implement this? GELD would assist with the labor for the electric infrastructure and the Highway Department would assist with some of the labor for the physical site work. There will need to be some digging, conduits and concrete work.

Mr. Haddad said he was proposing that they install one of the stations at the Library, one at Town Hall and one at the Light Department. Mr. Haddad said he chose the Light Department as a location because they were doing a lot of the work. Ms. Pine said that there was a fair amount of rail trail traffic and thought that the Light Department would be a good location. Mr. Degen said he thought Williams Barn would be a good location. Mr. Reilly said he thought the 2-charging station on Station Ave might be too close but liked the grant opportunity. Mr. Delaney said once they price them out, they might be able to purchase more than 3. Discussion ensued over locations for the charging stations.

11. Mr. Haddad said that he would like to review the Fiscal Year 2021 Second Quarter Financials. He said that motor vehicle excise tax had decreased by \$73K year over year. He said he was comfortable they would hit their estimate but this decrease was significant. He said that the meals tax was rebounding and may hit their estimate but would be close. He said that Country Club revenue was up year over year and were in good shape. Mr. Haddad said that real estate and personal property was at 48% as compared to 47.25% last year at this time and was appreciative of the taxpayers for paying their tax bills. Mr. Haddad said that expenses in general government were up. Ms. Dufresne said

that there were minor things such as legal and insurance and bonding that was up from last year that contributed to this.

12. Mr. Haddad reviewed the Board's goals and where they stood on completing them.

Mr. Haddad said that affordable housing was a goal of the Board and asked if they wanted to reconsider not taking a position on the AHT's application for \$150K of CPA funds. Ms. Pine explained reasons their Board should take a position on this application. Ms. Manugian asked if a letter of support for testing on town land would be considered. Mr. Haddad said he could draft a letter. Mr. Degen explained how he could not support any application of the AHT because the Trust had not sought restitution of Boynton Meadows funds. Ms. Manugian said it was short sided for the whole community if they didn't move forward with affordable housing because of Boynton Meadows. Ms. Pine said that because Mr. Degen was not a member of the Trust any longer and could not be told was the Trust was working on in regard to Boynton Meadows.

Ms. Manugian moved that they draft a letter of support for testing and analysis conducted on town property. Mr. Reilly seconded the motion. Roll Call: Pine, Degen-abstain, Pine-aye; Manugian-aye; Reilly-aye; Giger-aye

Mr. Haddad said that the fire alarm testing at Prescott was completed that day and the project was completed. He said that the Friends were well on their way to making their budget. He said that the goal had been completed. Mr. Haddad said that the Friends had changed the way they held classes due to the pandemic adding this created an increase in enrollment. Ms. Manugian said that the building and Friends were not intranasally linked. She said that renovations were yet to be determined and at what cost down the road. Mr. Haddad said that if the Friends failed or decided not to renew, his recommendation, as it had been all along, would be that they sell the building.

Mr. Haddad said that one of his goals was to review long term disability. He said that it did not make financial sense for the Town to offer long term disability. He said that they did offer insurance to their employees to pay for themselves.

13. Mr. Haddad said that he had set aside \$828,273 in his proposed budget for the Nashoba Regional Technical High School Assessment for next year. He said that Superintendent Denise Pigeon had proposed a budget for next year that would increase by 2.4% and Groton's Assessment will be \$807,474, a reduction of \$20,799 from what he was carrying in his proposed budget.

Mr. Haddad said that Minuteman Nashoba Health Group was meeting on Friday to finalize rates but could share that they would be coming in under the anticipated 10% that they budgeted for.

14. Mr. Haddad asked the Board to extend the warrant signing authority for another 30 days through March 8, 2021. Mr. Reilly said he would continue to do this.

Ms. Pine made the motion. Ms. Manugian seconded the motion. Roll Call: Reilly abstain; Pine-aye; Manugian-aye; Degen-aye; Giger-aye

15. Mr. Haddad reviewed the Board's schedule for the next few weeks.

Mr. Degen asked if the BOH had issued a press release on PFAS. Mr. Haddad said that they had not and would follow up.

ON-GOING ISSUES

Mr. Haddad said he was taking off the Prescott School sprinkler system project.

Mr. Haddad said they had been completed all but one of the Green Communities' projects.

Mr. Haddad said that the IG had approved application for a CM at Risk that the Board approved last week for the Florence Roche School project.

OTHER BUSINESS

Ms. Manugian moved to reconsider the previous vote for their support of the CPC Middle School Track project application. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

Mr. Degen said based on their discussion with the CPC and if this project moved forward with a positive vote, they should be leveraging CPC money to pay for this. He said he would be willing to vote in support of this.

Ms. Pine moved to continue to manage the CPC application to build the track. Ms. Manugian seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

MINUTES

Mr. Degen moved that they approve the amended minutes of January 25, 2021. Mr. Reilly seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

Mr. Degen moved that they approve the minutes of February 1, 2021. Mr. Reilly seconded the motion. Roll Call: Degen-abstain; Pine-aye; Manugian-aye; Reilly-aye; Giger-aye

Ms. Manugian adjourned the meeting at 9:23pm.

Approved: _____
Rebecca H. Pine, Clerk

_____ respectfully submitted:
Dawn Dunbar, Executive Assistant

Date Approved: