

Select Board Meeting Packet

May 24, 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 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, MAY 24, 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: 867 9881 0061**

- 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 – Litigation Update
- 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. Town Manager's Explanation of Agenda Items
 2. Address Any Changes in Emergency Protocols – Update on Town Action/New Information from the Commonwealth
 3. Consider Ratifying the Following Appointments of the Town Manager:
 - a. Siena Salyer – GCC Life Guard
 - b. Jonathan Mangini – Park Ranger
 - c. Noah Paulajka – Cable Production Assistant
 - d. Robert Maloney – Senior Water Technician I
 4. Consider Appointing Ben Wolfe to the Invasive Species Committee
 5. Consider Authorizing the Hiring of Three Additional Reserve Police Officers
 6. Update/Discussion from Town Manager on Temporary Leash Law
 7. Update on Select Board Schedule through Labor Day
- II. 7:15 P.M. Liquor License Violation Hearing – All Alcoholic On Premises Liquor License – Ixtapa Mexican Grill & Cantina – 765 Boston Road
- III. 7:30 P.M. Update/Discussion – Black Earth Composting Operation at DPW Facility on Cow Pond Brook Road

OTHER BUSINESS

ON-GOING ISSUES – For Review and Informational Purposes

- A. Water Department – Manganese Issue – PFAS Issue
- B. Green Communities Application and Implementation
- C. Florence Roche Elementary School Construction Project

SELECT BOARD LIAISON REPORTS

- IV. Minutes: Virtual Meeting of May 10, 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: *May 24, 2021*

1. Please note that Monday's meeting will begin at 6:30 p.m. with an Executive Session for a litigation update. 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 are two items scheduled on the Agenda. First, the Select Board, acting as Local Licensing Authority, will be conducting a hearing on an alleged Liquor License Violation by Ixtapa Mexican Grill & Cantina. Police Chief Michael Luth will be present to apprise the Board of the alleged violation. Second, I have scheduled time on the Agenda for the Board to receive an update on the Composting Operation at the DPW Facility on Cow Pond Brook Road. Tom Delaney, Tessa David and representatives from Black Earth will be present for this discussion. Enclosed with this report is information relative to the Operation and Traffic counts in the area. Under separate cover, at the suggestion of Select Board Member Degen, I plan on providing the Board with a chronology/timeline of development on Cow Pond Brook Road. In addition, please note that under Announcements, I would like to take a moment to recognize Officer Matthew Beal for his excellent efforts during the May 5th house fire on Shenandoah Road. Enclosed with this report is a letter from Chief Luth to Officer Beal recognizing him for his efforts.
2. As you are aware, the Town Hall is scheduled to re-open to the public (without needing an appointment) on June 1, 2021. In addition, the Groton Public Library is in the process of developing their re-opening plans as well. I will provide them to the Board once they are finalized by the Library Director and Library Trustees. That said, since the Board approved the re-opening of Town Hall, the Governor has updated the State's COVID Restrictions. Specifically, the Governor has ordered the following:
 - a. Effective May 29, all industries will be permitted to open. With the exception of remaining face-covering requirements for public and private transportation systems and facilities housing vulnerable populations, all industry restrictions will be lifted, and capacity will increase to 100% for all industries. The gathering limit will be rescinded
 - b. In line with updated CDC face covering guidance, the Administration will rescind the current face covering order and issue a new face covering advisory effective May 29. Non-vaccinated individuals are advised to continue wearing face masks and to continue distancing in most settings. The advisory will also recommend fully vaccinated individuals no longer need to wear a face covering or social distance indoors or outdoors except for in certain situations. Face coverings will still be required for all individuals on public and private transportation (including rideshares, livery, taxi, ferries, MBTA, Commuter Rail and transportation stations), healthcare facilities and providers, congregate care settings and health and rehabilitative day services. Face coverings will also remain required indoors for staff and students of K-12 schools and early education providers.

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2. Continued:

- c. Effective May 18, the youth and amateur sports guidance will be updated to no longer require face coverings for youth athletes 18 and under while playing outdoor sports. Effective May 29, all youth and amateur sports restrictions will be lifted.
- d. Effective May 18, guidance from the Department of Elementary and Secondary Education and the Department of Early Education and Care will be updated to no longer require masks for outdoor activities like recess and to allow for the sharing of objects in classrooms, in both K-12 and childcare settings. This guidance will remain in effect beyond May 29. The Administration will release updated guidance for summer camps, effective May 29, which will include no longer requiring masks for outdoor activities.
- e. Governor Baker will end the State of Emergency June 15, and the Administration will work with legislative and municipal partners during this period in order to manage an orderly transition from emergency measures adopted by executive order and special legislation during the period of the State of Emergency.

Based on this new guidance, the Select Board needs to consider addressing/rescinding your previous orders concerning the Pandemic. To that end, I would like to offer the following recommendations/discussion points for the Board's review/action:

- 1. As previously approved, Town Hall will re-open to the public on June 1st. As part of that original approval, we were still going to require that masks be worn. Given the Governor's new orders/guidance, I am recommending that both employees and members of the public who are fully vaccinated not be required to wear masks while in Town Hall. Further, I am recommending that non-vaccinated employees and members of the Public be required to wear masks when in Town Hall.
- 2. Given the fact that all gathering limits will be rescinded effective May 29th and the Governor will be lifting the Emergency Declaration on June 15th, I am recommending to the Board that the Town of Groton return to all Board and Committee in person meetings effective June 7, 2021 pursuant to the Open Meeting Law. At this time, we would return to the Board's original policy on remote participation for these meetings in compliance with the Open Meeting Law. I am working with IT to determine if we can use Zoom technology in compliance with that policy. That said, I am assuming that the success of Zoom over the last sixteen months will lead to the State updating remote participation. We will continue to monitor this situation and provide the Board with a recommendation when appropriate.
- 3. Given the fact that the Administration will no longer require masks for outdoor activities effective May 29th, including summer camps (specific guidance will be provided), I am recommending that we remove all capacity limits at the Groton Country Club Pool and Summer Camps, including no longer requiring reservations at the pool. I would like the Club to return to normal operations. We can adjust this if the State guidance requires restrictions to full operation.
- 4. I am recommending that the Farmer's Market be allowed to operate without any restrictions when they open this Summer.
- 5. I am recommending that the hiring freeze be rescinded and the Library be allowed to bring back furloughed employees as they prepare for full operations.

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2. Continued:

In addition, there has been some other guidance provided by the Commonwealth and Labor Attorneys through out the state. Specifically, it appears that the Town can require employees to get vaccinated and require proof of vaccination. According to the US Equal Employment Opportunity Commission, employers can mandate workers get the vaccine because unvaccinated workers could present a "direct threat" to others in the workplace. This is a very difficult decision and discussion, but I would like to have it with the Board. Obviously, there can be some union issues that would need to be addressed, but it appears the Town can take steps to require this.

I look forward to discussing all of this with the Board in more detail at Monday's meeting.

3. I have made the following appointments and would respectfully request that the Board consider ratifying them at Monday's meeting:

Siena Salyer – GCC Life Guard – Siena Salyer will be a seasonal employee at the Country Club with an appointment to expire when the Pool closes on Labor Day.

Jonathan Mangini – Park Ranger – We advertised this position and received two applicants. Nik Gualco and Melisa Doig interviewed both applicants and recommend that I appoint Jonathan Mangini to this position. This is a seasonal position as well through the end of the summer. Enclosed with this report is Mr. Mangini's resume for your review.

Noah Paulajka – Cable Production Assistant – This position became vacant when I promoted Ashley Doucette to the Position of Cable Program Manager. We advertised the position and received 22 applicants. Ashley Doucette, Bob Colman, Melisa Doig and Eric Fisher of the Cable Advisory Committee interviewed six of the applicants. As you know, Noah Paulajka has worked for us for the past five years as our part-time Production Assistant. The interview panel felt that Noah was the best applicant and have recommended that I appoint him as the full-time Cable Production Assistant. Enclosed with this report is Mr. Paulajka's resume for your review.

Robert Maloney – Senior Water Technician II – Due to the anticipated construction of the new Water Treatment Plant and Whitney Well #3, the Water Commission determined that a third operator is required. To that end, they created an additional Senior Water Technician II position to meet this need. We advertised the position and received 21 applicants. Tom Orcutt, Water Commissioner Jim Gmeiner, Steve Knox (Senior Water Technician) and Melisa Doig interviewed three of the applicants. They have recommended that I appoint Robert Maloney to this position. Enclosed with this report is Mr. Maloney's resume for your review.

4. The Invasive Species Committee has recommended that the Board appoint Ben Wolfe to the Committee. Enclosed with this report is Mr. Wolfe's Committee Interest Form. I would respectfully request that the Board vote to appoint Mr. Wolfe to the Invasive Species Committee with a term to expire June 30, 2022.

5. Enclosed with this report is a memorandum from Police Chief Michael Luth requesting permission to hire three additional Reserve Police Officers prior to June 30th. The main reason for this is that the new Police Reform Law requires all current Reserve Officers to attend a "Bridge Academy" to maintain certification. After July 1st, they will have to attend the Full Time Academy, which is expensive and unlikely that future Reserve Officers will consider attending because most have other full-time jobs. By adding to our reserve officer ranks prior to June 30th, we will only have to send them to the Bridge Academy to maintain certification, which is a lesser burden on the Officers. As Chief Luth states in his letter, with Indian Hill coming on line next Summer, we will need additional manpower to handle traffic, etc. caused by the new facility. We can discuss this in more detail at Monday's meeting.

6. As stated earlier in this report, the Governor will be rescinding the State of Emergency Declaration on June 15th. As you are aware, the Board voted to institute a Temporary Leash Law that would remain in effect until the State of Emergency is rescinded. During the institution of the Temporary Leash Law, the Select Board asked me to review our current Dog Bylaw to determine whether or not it actually requires a leash at all times. According to our Bylaw, physical control means control of a dog with a restraint, while a restraint is defined as the control of a dog by physical means, such as a lease, fence or other means of physically confining or restraining a dog. These definitions have caused some confusion. To address this and provide the Board with a recommendation on whether or not we should amend the Bylaw to institute a permanent "Leash Law", I put together a working group made of me, John Reilly, Tom Delaney, Michael Bouchard, George Moore, Peter Cunningham and Dawn Dunbar. We met to review the wording and it was the consensus of this group that our current Bylaw requires a leash to be used at all times in public. Furthermore, we asked Town Counsel for his opinion, and he stated that based on the definitions contained in our Bylaw, the Town does in fact have a Leash Law. That said, it is a matter of enforcement. To that end, unless the Board has an objection to these interpretations, I will direct our Animal Control Officers to strictly enforce the Leash Law as spelled out in our Bylaw. We can discuss this in more detail at Monday's meeting.

7. Please see the update to the Select Board's Meeting Schedule through Labor Day:

Monday, May 31, 2021	No Meeting (Memorial Day Holiday)
Monday, June 7, 2021	-Annual Board Reorganization -Annual Appointments of the Town Manager -Determine Process for Setting Annual Goals -State Update from Senator Kennedy and Representative Harrington
Monday, June 14, 2021	-Special Meeting – Interview Town Counsel Applicants
Monday, June 21, 2021	-Annual Appointments of the Select Board
Monday, June 28, 2021	-Schedule Various Committee Reports -Start Town Manager's Annual Review
Monday, July 5, 2021	-No Meeting (July 4 th Holiday)
Monday, July 12, 2021	-Joint Session with FinCom – Line-Item Transfers -Call for the 2021 Fall Town Meeting
Monday, July 19, 2021	-No Meeting
Monday, July 26, 2021	-Regularly Scheduled Meeting
Monday, August 2, 2021	-No Meeting
Monday, August 9, 2021	-Regularly Scheduled Meeting
Monday, August 16, 2021	-No Meeting
Monday, August 23, 2021	-Regularly Scheduled Meeting
Monday, August 30, 2021	-No Meeting
Tuesday, September 7, 2021	-Regularly Scheduled Meeting



Michael F. Luth
Chief of Police

GROTON POLICE DEPARTMENT
Office of the Chief

99 Pleasant Street
Groton, MA 01450

Tel: (978) 448-5555

Fax: (978) 448-5603



May 17, 2021

Officer Matthew Beal
Groton Police Department
99 Pleasant Street
Groton, MA 01450

Dear Officer Beal,

On Wednesday, May 5, 2021 at approximately 2:45 a.m. you were dispatched to Shenandoah Road for multiple reports of a garage fire.

I commend you on your calm assessment of the situation and the use of a garden hose to slow the progress of the fire and keeping it from spreading to the close nearby dwellings.

Your quick action, allowed critical minutes for the Fire Department to arrive and subsequently saved the neighboring properties from potential destruction and possibly the lives of those who reside there.

Thank you, Matt. You are a credit to this department and I am proud to serve with you.

Sincerely,

A handwritten signature in cursive script, reading "Michael F. Luth".

Michael F. Luth
Chief of Police

Fire Chief McCurdy said the wall separating the raging garage fire and the house was so close that "If I were to lay down between the house and the garage, my feet would touch the garage and my head would be touching the house. It was six feet away - that close."

Chief McCurdy Credits Town's Funding Of Late Night Fire Coverage Plus Installation of Fire Protection Cistern With Saving Two Houses At Lost Lake

by Connie Sartini

At approximately 2:45 a.m. on Wednesday, May 5, Groton Fire Department responded to the area of Shenandoah Rd, for multiple reports of a garage on fire. First arriving police and fire personnel found a large garage on fire that had already collapsed due to a delay in the fire's detection. The fire was threatening to spread to two nearby homes, but quick-thinking Groton Police Officer Matthew Beal slowed the fire spread until firefighters arrived.

Groton Fire Chief Steele McCurdy stressed, "Without Beal's quick thinking coupled with the fast response of firefighters, the nearby home would have inevitably been severely damaged or destroyed by the fire."

Chief McCurdy added, "having firefighters on duty [at night], made a huge difference in the overall outcome. Police officer Beal sprayed the garden hose on the house and that slowed the fire down, but he was fighting a losing battle. But he slowed it enough to give us the time to get there and get our hoses operating."

The stand-alone garage was about 6 feet from the adjacent home owned by Robert and Pia Anctil. The garage was a complete loss, along with the two vehicles

that were inside.

Chief McCurdy said, "Crews quickly worked to contain the fire to the garage with only minor damage to two nearby homes. With the use of the cistern that was installed on Weymisset Road, firefighters were able to more efficiently access water for firefighting efforts. He credited the availability of the fire protection cistern with "reducing the manpower and apparatus needed to control and ultimately extinguish the fire."

This \$2M cistern was installed following approval at the 2015 Town Meeting, after a plea from a Lost Lake resident whose home was a complete loss to fire in 2008. At that time, the water tanker was the only available source of water as the lake area was covered with 15-inch-thick ice. Voters recognized the necessity to bring fire protection to these lake areas for the safety of families and to aid the fire department in doing its already tough job.

Assistance was received from Ayer, Littleton, Dunstable and Pepperell with the Devens Fire Department providing coverage to the town. Crews remained on scene for approximately four hours extinguishing pockets of fire. McCurdy said, "There were no injuries and the cause of the fire remains under investigation."



May 14, 2021



TOWN OF GROTON

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John R. Giger, *Member*
John F. Reilly, *Member*

Town Manager
Mark W. Haddad

May 6, 2021

BY CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Mr. Eric Brambila, Manager
Ixtapa Mexican Grill & Cantina
765 Boston Road
Groton, MA 01450

Re: Alcoholic Beverages License – Notice of Hearing

Dear Mr. Brambila:

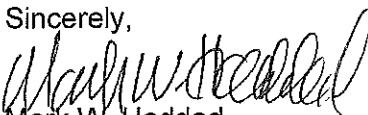
On Monday, May 24, 2021 at 7:15 p.m., the Groton Select Board, acting as Local Licensing Authority, will hold a hearing pursuant to Massachusetts General Law, c.138, §23 to discuss the All Alcoholic on Premise Liquor License for Ixtapa Mexican Grill and Cantina located at 765 Boston Road, Groton, Massachusetts. The hearing will be held via ZOOM pursuant to Governor Baker's Executive Order concerning the Open Meeting Law. You will be provided with a Zoom Panelist Link prior to the Hearing.

The hearing will concern the April 17, 2021 incident report filed by the Groton Police Department. It is alleged that you violated 204 CMR 2.05 (2) PERMITTING AN ILLEGALITY ON THE LICENCED PREMISES, TO WIT: CHAPTER 138, SECTION 34, SALE OR DELIVERY OF AN ALCOHOLIC BEVERAGE TO A PERSON UNDER TWENTY-ONE YEARS OF AGE. The report concerns events at your establishment where three under aged patrons were served alcoholic beverages to the point of intoxication and allowed to drive away from the restaurant.

You may attend this hearing and be represented by Counsel at your own expense if you wish. These allegations, if proven, may constitute violations of the License granted to Ixtapa. These allegations, if proven, would constitute grounds for disciplinary action, including a written warning, suspension, or revocation of your license, or a decrease in operating hours.

Please contact this office if you have any questions or concerns with regard to this matter.

Sincerely,



Mark W. Haddad
Town Manager

cc. Groton Select Board
Michael Luth – Groton Chief of Police



GROTON POLICE DEPARTMENT

99 Pleasant Street
Groton, Massachusetts 01450

Michael F. Luth
Chief of Police

Tel: (978) 448-5555
Fax: (978) 448-5603

Monday May 3, 2021

Mark Haddad
Town Manager
Town of Groton
173 Main Street
Groton, MA 01450

Dear Mr. Haddad,

The below is a summary of events on the night of April 17, 2021 in regards to a Liquor License Violation of CHAPTER 138, SECTION 34, SALE OR DELIVERY OF AN ALCOHOLIC BEVERAGE TO A PERSON UNDER TWENTY-ONE YEARS OF AGE, at the Ixtapa Mexican Grill & Cantina.

On April 17, 2021 starting at approximately 10:48 PM, the Groton Communications Center received three 911 calls from employees of Ixtapa Mexican Grill & Cantina.

10:48 PM, The first call was from the manager of Ixtapa Restaurant, Saul Mazon, who advised that he received a call from the on-duty bartender who was dealing with three girls that he couldn't allow to drive because they were drunk. He stated "I think some guys gave them some of their pitcher". When dispatcher John Weix ask if they were underaged, Mazon responded, "Ya".

10:52 PM, A second 911 call was received, the bartender, Juan Garcia-Alarcon, who reported that there were "three girls drunk and I don't want to let them drive like that". He advised that they were getting mad at him. He also advised that they were "drinking with guys at the bar". Dispatcher Weix asked if they were under aged and Garcia-Alarcon stated, "I think yes, I know they were served and the other guy asked for ID".

10:56 PM, A third 911 call was received, the manager stated "you can tell the cop he don't need to come". He advised that he just got there, thought it was serious but one of the passengers with the two girls, was not drunk. He advised that he let them leave. He provided a description the vehicle and the direction of travel.

Officer Matthew Beal observed a car matching the description driving on Main Street and then Hollis Street. The vehicle was exceeding the posted speed limit. He stopped the car when it turned onto Common St. Officer Beal observed that the operator appeared to be intoxicated. The operator, a 20-year-old women from Ashby, subsequently failed Standardized Field Sobriety Tests, was arrested for OUI, and submitted to a breathalyzer test with a result of 0.15%.

The two passengers in the vehicle, a 20-year-old women from Pepperell and a 19-year-old women from Townsend, were placed into Protective Custody due to their obvious signs of intoxication.

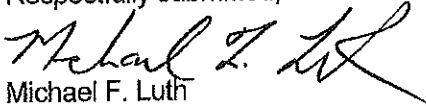
The passengers advised Sgt. Bielecki that they went to Ixtapa for dinner. One of them decided to try and see if the waiter would serve her a drink, when he did the other two women ordered drinks. They stated that the waiter never asked for identification and continued to served them throughout their meal. They advised that they ordered and consumed a pitcher of Margarita in the bar. They denied

May 7, 2021

receiving drinks from other patrons. The three women were not in possession of fake identification at the time of the motor vehicle stop.

At the restaurant Bartender Juan Garcia-Alarcon stated to Officer Casey O'Connor that the girls had consumed pitchers of Margarita and that they entered the bar from the dining room with drinks in their hands. Garcia-Alarcon advised that their level of intoxication concerned him and he "knew that they should not be driving home like that". Both Mazon and Garcia-Alarcon stated to Officer O'Connor that they did not know that the girls were underaged.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael F. Luth". The signature is stylized with a large, sweeping "M" and a long, horizontal stroke at the end.

Michael F. Luth
Chief of Police

For Date: 04/17/2021 - Saturday

Call Number	Time	Call Reason	Action	Priority	Duplicate
21-12248	2249	Phone - DISTURBANCE	Arrest(s) Made	1	
<p>Call Taker: CC5018 - Cotter, Christopher Primary Id: MB3017 - Beal, Matthew Call Closed By: JW5019 - Weix, John 04/18/2021 0218 Call Modified By: JW5019 - Weix, John Location/Address: [GRO 255] IXTAPA MEXICAN RESTAURANT & CANTINA - 765 BOSTON RD Jurisdiction: Groton Fire District: District 1 EMS Service Area: Groton EMS Party Entered By: 04/17/2021 2314 JW5019 - Weix, John Modified By: 04/17/2021 2351 JW5019 - Weix, John Involved Party: [REDACTED] @ [REDACTED] - PEPPERELL, MA 01463-1724 SSN: [REDACTED] DOB: 10/10/2000 Race: W Sex: F Party Entered By: 04/17/2021 2347 JW5019 - Weix, John Modified By: 04/17/2021 2351 JW5019 - Weix, John Involved Party: [REDACTED] A @ [REDACTED] - PEPPERELL, MA 01463-1459 SSN: [REDACTED] DOB: 02/17/1969 Race: W Sex: F Party Entered By: 04/17/2021 2347 JW5019 - Weix, John Modified By: 04/17/2021 2351 JW5019 - Weix, John Involved Party: [REDACTED] R @ [REDACTED] - PEPPERELL, MA 01463-1466 SSN: [REDACTED] DOB: 03/10/2000 Race: W Sex: M Party Entered By: 04/17/2021 2350 JW5019 - Weix, John Modified By: 04/17/2021 2351 JW5019 - Weix, John Involved Party: [REDACTED] @ [REDACTED] - TOWNSEND, MA 01469-1368 SSN: [REDACTED] DOB: 04/27/2001 Race: W Sex: F Party Entered By: 04/17/2021 2350 JW5019 - Weix, John Modified By: 04/17/2021 2351 JW5019 - Weix, John Involved Party: [REDACTED] @ [REDACTED] - PEPPERELL, MA 01463-1459 SSN: [REDACTED] DOB: 02/26/1999 Race: W Sex: M Party Entered By: 04/18/2021 0007 JW5019 - Weix, John Involved Party: [REDACTED] @ [REDACTED] - WESTFORD, MA 01886-2350 SSN: [REDACTED] DOB: 01/17/1984 Race: U Sex: M Party Entered By: 04/18/2021 0009 JW5019 - Weix, John Involved Party: [REDACTED] @ [REDACTED] - [REDACTED] 12414 SSN: [REDACTED] DOB: 04/25/1998 Race: W Sex: M CO3017 - OCONNOR, CASEY Disp-22:51:23 Enrt-22:51:30 Arvd-22:58:17 Clrd-23:12:34 Arrived By: JW5019 - Weix, John Cleared By: JW5019 - Weix, John ID: RM2007 - BIELECKI, RACHAEL Disp-22:51:27 Enrt-22:51:32 Arvd-22:58:20 Clrd-04/18/2021 @ 01:03:00 Arrived By: JW5019 - Weix, John Cleared By: JW5019 - Weix, John Location Change: 31 COMMON ST [Modified: 04/17/2021 2303] Jurisdiction: Groton Location Change: [GRO 1] GROTON POLICE DEPARTMENT - 99 PLEASANT ST [Modified: 04/18/2021 0001] Jurisdiction: Groton ID: MB3017 - Beal, Matthew Disp-23:02:39 Enrt-23:02:41 Arvd-23:03:20 Clrd-04/18/2021 @ 01:03:02 Dispatched By: JW5019 - Weix, John Enroute By: JW5019 - Weix, John Arrived By: JW5019 - Weix, John Cleared By: JW5019 - Weix, John Location Change: 31 COMMON ST [Modified: 04/17/2021 2303] Jurisdiction: Groton Location Change: [GRO 1] GROTON POLICE DEPARTMENT - 99 PLEASANT ST [Modified: 04/17/2021 2332] Jurisdiction: Groton ID: CO3017 - OCONNOR, CASEY Disp-23:58:49 Arvd-00:00:54 Clrd-04/18/2021 @ 01:03:05 Dispatched By: JW5019 - Weix, John Arrived By: JW5019 - Weix, John Cleared By: JW5019 - Weix, John Location Change: [GRO 1] GROTON POLICE DEPARTMENT - 99 PLEASANT ST [Modified: 04/18/2021 0001] Jurisdiction: Groton Vehicle Entered By: 04/17/2021 2305 JW5019 - Weix, John Modified By: 04/17/2021 2313 JW5019 - Weix, John</p>					

Vehicle: WHI 2017 VOLK SE JETTA Reg: PC MA 2JXF21 VIN: [REDACTED]
Operator: [REDACTED] @ 532 [REDACTED] - ASHBY, MA 01431-1721
SSN: [REDACTED] DOB: 02/05/2001 Race: W Sex: F OLN: MA S29576528
Owner: [REDACTED] @ [REDACTED] - PEPPERELL, MA 01463-1724
SSN: [REDACTED] DOB: 10/10/2000 Race: W Sex: F OLN: MA [REDACTED]
Vehicle Entered By: 04/18/2021 0007 JW5019 - Weix, John
Vehicle: WHI 2007 CADI UT ESCALA Reg: PC MA 1HMN28 VIN: [REDACTED]
Operator: [REDACTED] @ [REDACTED] WESTFORD, MA 01886-2350
SSN: [REDACTED] DOB: 01/17/1984 Race: W Sex: M OLN: MA [REDACTED]
Refer To Citation: T2613594
Owner: MAZON, SAUL @ [REDACTED] - WESTFORD, MA 01886-2350
SSN: [REDACTED] DOB: 01/17/1984 Race: W Sex: M OLN: MA [REDACTED]
Narrative: 04/17/2021 2336 Weix, John
Modified By: 04/17/2021 2357 Weix, John

911 call from the manager from Ixtapa. He is en route to the restaurant after receiving a call from his bartender that there were several females attempting to leave the restaurant intoxicated and they were attempting to stop them. When asked if they were underage he stated "yeah" and asked for police to respond.

Narrative: 04/17/2021 2343 Weix, John
Modified By: 04/17/2021 2357 Weix, John

Received a second 911 call from the bartender at the restaurant. He stated that his manager is in the parking lot with the three females. When asked what happened he stated that he believes the females are underage and that some guys who were at the bar had served them drinks. He was asked multiple times if they were underage and each time he stated that he thought they were.

Narrative: 04/17/2021 2344 Weix, John
Modified By: 04/17/2021 2358 Weix, John

Received another 911 call from the manager who stated he had let the parties leave because he did not believe one of the girls was drunk. Vehicle description was given to the responding units and Pepperell PD as well as the direction of travel (back toward the center on Boston Rd).

Narrative: 04/17/2021 2345 Weix, John
122 out with that vehicle on Common St @2309.

Narrative: 04/17/2021 2345 Weix, John
Modified By: 04/17/2021 2358 Weix, John
122 advising female operator is in custody @2318.

Narrative: 04/17/2021 2345 Weix, John
122 en route to the station 22328. Starting mileage is 58062.3

Narrative: 04/17/2021 2345 Weix, John
Ending 58063.2 @2331

Narrative: 04/18/2021 0026 Weix, John
BC contacted @0020 and notified that the bail money is here. BC ETA is 1 hour.

Narrative: 04/18/2021 0102 Weix, John
Female party placed in Cell 4 @0102.

Narrative: 04/18/2021 0144 Weix, John
BC arrival @0144.

Narrative: 04/18/2021 0218 Weix, John
Female party released @0154.

Refer To Arrest: 21GRO-AR
Arrest: [REDACTED]
Address: [REDACTED] ASHBY, MA
Age: 20

Charges: OUI-LIQUOR OR .08%
 SPEEDING IN VIOL SPECIAL REGULATION

Refer To P/C: 21GRO-83-AR

P/C: [REDACTED]

Address: [REDACTED] PEPPERELL, MA

Age: 20

Charges: PROTECTIVE CUSTODY

Refer To P/C: 21GRO-84-AR

P/C: [REDACTED]

Address: [REDACTED] TOWNSEND, MA

Age: 19

Charges: PROTECTIVE CUSTODY



Groton Police Department
Arrest Report

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Arrest #: 21GRO-82-AR
Call #: 21-12248

Date/Time Reported: 04/17/2021 @ 2249
Arrest Date/Time: 04/17/2021 @ 2318
Booking Date/Time: 04/17/2021 @ 2336

OBTN: TGRO202100082
Court: AYER DISTRICT COURT
Court Date: 04/20/2021 @ 1000
Reporting Officer: Patrol Matthew Beal
Assisting Officer: Sergeant RACHAEL BIELECKI
Booking Officer: Patrol Matthew Beal
Approving Officer: Sergeant RACHAEL BIELECKI

Signature: _____

Bail For Court: AYER DISTRICT COURT Set: 04/18/2021 @
Cash Bail Set 40.00
Cash Bail Set

Bail Paid:
Released: 04/18/2021 @ 0153

Signature: _____

#	DEFENDANT(S)	SEX	RACE	AGE	SSN	PHONE
1	ASHBY MA 01431-1721	F	W	20		

Military Active Duty: N
HEIGHT: 505 - 506 WEIGHT: 135 - 136 HAIR: BROWN EYES: BROWN
BODY: SLIM COMPLEXION: FAIR
DOB: 02/05/2001 PLACE OF BIRTH: , MA
LICENSE NUMBER: MA ETHNICITY: NOT HISPANIC
PCF #: NONE

[CONTACT INFORMATION]

Home Phone (Primary) 978-895-9320

[APPEARANCE]

SHIRT: BUTTON TYPE
SHOE: DRESS SHOES (UNSPECIFIED)
GLASSES WORN: NO

SCARS: SC R EAR(DOG PAW)
TATTOOS: TAT ABDOM(BIRD AND FLOWER ON RIBS), TAT R WRS(LETTER "J")
TAT L ARM(LOTUS FLOWER)

Groton Police Department
Arrest Report

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Arrest #: 21GRO-82-AR
Call #: 21-12248

#	DEFENDANT(S)	SEX	RACE	AGE	SSN	PHONE
---	--------------	-----	------	-----	-----	-------

[FAMILY/EMPLOYMENT INFORMATION]

MARITAL STATUS: SINGLE

FATHER'S NAME: [REDACTED]

MOTHER'S NAME: [REDACTED]

EMPLOYER/SCHOOL: [REDACTED]

TOWNSEND MA

OCCUPATION: BARISTA

[RIGHTS/BOOKING CHECKS]

RIGHTS ADVISED BY: Patrol Matthew C Beal
PHONE USED: N
ARRESTEE SECURED: Y
ARRESTEE CELL #: 4
DATE/TIME: 04/17/2021 @ 2337
PHONED DATE/TIME: 04/17/2021 @ 2345
04/18/2021 0100
FINGERPRINTED: Y
PHOTOGRAPHED: Y
SUICIDE CHECK: Performed
PERSONS: State&Federal
NCIC VEHICLE CHECK: Not Performed
INJURY OR ILLNESS: N

#	OFFENSE(S)	ATTEMPTED	TYPE
---	------------	-----------	------

LOCATION TYPE: Highway/Road/Alley/Street
141 HOLLIS ST @ 1 COMMON ST
GROTON MA 01450
Zone: Groton Sector 2

- | | | | |
|---|---|---|-------------|
| 1 | OUI-LIQUOR OR .08%
90/24/J
OCCURRED: 04/17/2021 2249
REFER TO CITATION#: T2613594
SUSPECTED OF USING: Alcohol
BIAS AGAINST: No Bias | N | Misdemeanor |
| 2 | SPEEDING IN VIOL SPECIAL REGULATION
90/18/A
OCCURRED: 04/17/2021 2249
REFER TO CITATION#: T2613594
SUSPECTED OF USING: Alcohol
BIAS AGAINST: No Bias | N | Violation |

Groton Police Department
Arrest Report

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05/06/2021

Arrest #: 21GRO-82-AR
Call #: 21-12248

#	PERSON(S)	PERSON TYPE	SEX	RACE	AGE	SSN	PHONE
1	MAZON, SAUL [REDACTED] WESTFORD MA 01886-2350 DOB: [REDACTED] CONTACT INFORMATION: Cell Phone Work Phone (Primary) CallBack Number (Primary) CallBack Number (Primary)	WITNESS	M	W	37	[REDACTED]	[REDACTED]
						708-[REDACTED] 978-[REDACTED] 704-[REDACTED] 978-[REDACTED]	
2	GARCIAALARCON, JUAN A [REDACTED] DOB: [REDACTED]	WITNESS	M	W	22	NOT AVAIL	

NARRATIVE FOR PATROL MATTHEW C BEAL

Ref: 21GRO-82-AR

Entered: 04/18/2021 @ 0111
Modified: 04/18/2021 @ 0330Entry ID: MB3017
Modified ID: MB3017

I, Officer Matthew Beal, of the Groton Police Department, was scheduled to work from 11:00PM - 7:00AM on Saturday, April 17, 2021. I was assigned to uniformed patrol in marked cruiser #4. I was assigned to Sector 2 for this shift.

At approximately 10:49PM, Officer Casey O'Connor and Sergeant Bielecki received a call from Ixtapa Mexican Restaurant & Cantina, located at 765 Boston Rd. in Groton. The bartender was attempting to stop a group of 3 females from driving out of the parking lot as he believed they were intoxicated. The bartender believed that the females were also underage. Just prior to Officer O'Connor's and Sergeant Bielecki's arrival, the three females left the parking lot in a white Volkswagen Jetta bearing what was believed to be MA Reg. 2JXS21. It was later determined that the vehicle's registration was MA Reg. 2JXF21. The direction of travel for the vehicle was Boston Rd. (Rt. 119) heading towards Pepperell. Officer O'Connor talked to the bartender and the manager of Ixtapa while Sergeant Bielecki and I looked for the vehicle in question.

At approximately 11:09PM, I observed a white Volkswagen Jetta bearing MA Reg. 2JXF21 driving on Main St. (Rt. 119) and turn right onto Hollis St. Main Street is a public way, maintained by both the Massachusetts Department of Transportation and the Groton Highway Department. I began to follow the vehicle on Hollis St. and observed that the vehicle was traveling at an estimated speed of 35-40mph in a posted 30mph zone. I confirmed the speed of the vehicle to be 37mph using my cruiser's front facing radar. I tested the radar at the beginning of my shift and it was confirmed to be working properly.

I radioed dispatch the vehicle's information and that the vehicle was turning onto Common St. I activated my cruiser's blue lights, signaling the vehicle to stop. The vehicle stopped at the beginning of Common St. near the intersection of Hollis St. When I approached the driver's window, I observed that the operator had extremely bloodshot, glassy eyes and I could smell a very strong odor of an alcoholic beverage emanating from the vehicle through my face mask. The operator was identified by her MA license [REDACTED] as [REDACTED] DOB 02/05/2001 (20 yrs. old), of Ashby. The registered owner of the vehicle, [REDACTED] DOB 10/10/2000 (20 yrs. old), of Pepperell, was in the front passenger's seat. [REDACTED], DOB 4/27/2001 (19 yrs. old), of Townsend, was in the rear, driver's side seat. As I was speaking with Ms. Brown, Sergeant Bielecki arrived on scene.

I asked Ms. [REDACTED] what happened at Ixtapa. She said that she and her friends had a few drinks there and now they were on their way back to Ms. [REDACTED] house in Pepperell. I asked Ms. [REDACTED] how much she had to drink and she said that she had 2 Margaritas and stopped drinking about 20-30 minutes before they left Ixtapa. Ms. [REDACTED] said that she had been given two drinks by other patrons at the bar but her two friends had purchased drinks from the bartender. I radioed dispatch Ms. [REDACTED] information and I asked Ms. [REDACTED] to step out of the vehicle to perform Standardized Field Sobriety Tests (SFSTs). I observed that Ms. [REDACTED] was unsteady on her feet as she came out of the vehicle, relying on the driver's door to assist her in standing up. I instructed her to go to the back of her vehicle. Prior to starting SFSTs, I turned off my cruiser's front facing emergency lights; as to not distract Ms. [REDACTED]. The roadway was illuminated by my cruiser's headlights and my flashlight. The sky was cloudy and the temperature was approximately 43°F.

I instructed Ms. [REDACTED] to stand with her feet together and her arms by her side, similar to the position of attention. I instructed her to stay in that position. While I was conversing with Ms. [REDACTED] I could still detect a strong odor of an alcoholic beverage emanating from Ms. [REDACTED] breath through my face mask. I asked her if she had any medical conditions that I needed to be aware of and she said no. When asked if she takes any prescription medications, she said that she takes blood clot medication and anti-acne medication. She said that

NARRATIVE FOR PATROL MATTHEW C BEAL

Ref: 21GRO-82-AR

Entered: 04/18/2021 @ 0111
Modified: 04/18/2021 @ 0330Entry ID: MB3017
Modified ID: MB3017

she did not have any issues with her back, hips, knees, ankles, or feet. I observed that Ms. [REDACTED] was wearing a shirt, pants and high heeled shoes with a wide base. I asked Ms. [REDACTED] if she felt comfortable walking and balancing in her shoes and she said "yes". While conversing with Ms. [REDACTED] I observed that she was still swaying back and forth while standing like a wobbling top.

HORIZONTAL GAZE NYSTAGMUS: (6 out of 6 clues, plus vertical)

I observed that Ms. [REDACTED] eyes had equal tracking and equal pupil size. I also observed a lack of smooth pursuit in both eyes, distinct and sustained nystagmus at maximum deviation in both eyes, and onset nystagmus prior to 45 degrees in both eyes. I also observed vertical nystagmus in both eyes.

WALK AND TURN: (6 out of 8 clues)

The roadway was free of debris and I had Ms. [REDACTED] use an imaginary straight line for this test as there was no fog line available.

Instructional Phase: I instructed Ms. [REDACTED] to place her right foot directly in front of her left foot, touching heel-to-toe, with her arms by her side. I instructed her to stay in that position until I told her to start. I then instructed/ demonstrated the test to her. While I was instructing Ms. [REDACTED] on how to do the test, I observed that Ms. [REDACTED] was still swaying back and forth and I observed that she broke the stance I had instructed her to stand in once. Ms. [REDACTED] separated her feet apart in order to maintain her balance. Once I finished instructing/ demonstrating the test to Ms. [REDACTED] I asked her if she understood the test. She said "Yes".

Performance Phase: When Ms. [REDACTED] started the test, I observed that she failed to touch heel-to-toe (missed greater than 1/2") on 4 of the 10 steps that she took. She was instructed to take 9 steps. I observed that she raised her arms up like an airplane to assist her in maintaining her balance during the first few steps. She was reminded to keep her arms down by her side. I observed that she failed to walk in a straight line, walking in more of a jagged manner rather than in a straight line as had been instructed. I observed that she turned improperly by turning in one quick, 180-degree twirl on her front foot. She had been instructed to keep her front foot planted and turn taking a series of small, choppy steps. On the return steps, she failed to touch heel-to-toe (missed greater than 1/2") on 5 of the 9 return steps and continued to walk in a jagged manner.

ONE LEG STAND: (2 out of 4 clues)

Instructional Phase: I instructed Ms. [REDACTED] to stand with her feet together and her arms by her side; similar to the position of attention. I instructed her to stay in that position until I told her to start. I then instructed/ demonstrated the test to her. Once I finished instructing/ demonstrating the test to Ms. [REDACTED] I asked her if she understood the test. She said "Yes".

Performance Phase: Ms. [REDACTED] opted to raise her right foot for the test. I observed that she lost her balance and put her foot down once. She was swaying back and forth during the entire test.

ALPHABET TEST: (Failed)

I asked Ms. [REDACTED] if she knew the English Alphabet and she said that she did. I requested her to recite, not sing, the alphabet starting with the letter "D" and stopping at the letter "W". She said that she understood and began to say the alphabet. Ms. [REDACTED] said the alphabet from D to Z. While saying the alphabet, she paused multiple times throughout the alphabet as if trying to recall what the next letter was.

NARRATIVE FOR PATROL MATTHEW C BEAL

Ref: 21GRO-82-AR

Entered: 04/18/2021 @ 0111 Entry ID: MB3017
Modified: 04/18/2021 @ 0330 Modified ID: MB3017

PBT: (Failed)

The last SFST I offered Ms. [REDACTED] was the Portable Breath Test device. The results for her test, PBT test #00486, was 0.175%.

Based on all of the above, I formed the opinion that Ms. [REDACTED] was under the influence of liquor. I placed Ms. [REDACTED] under arrest, handcuffed her behind her back, double locked the handcuffs, and checked for proper tightness. Ms. [REDACTED] was placed in the rear passenger compartment of my cruiser and she was seat belted in for her safety. I informed dispatch that Ms. [REDACTED] was in custody and I requested a tow truck for the vehicle. Sergeant Bielecki talked to the registered owner and the registered owner said that she could arrange for a sober driver to come to the scene to take possession of the vehicle. The tow truck was cancelled per Sergeant Bielecki and she remained on scene until the sober driver arrived. Both Ms. [REDACTED] and Ms. [REDACTED] were placed into protective custody by Sergeant Bielecki and were released to the custody of the party that came to take possession of the vehicle (refer to arrest reports 21GRO-83-AR and 21GRO-84-AR). I transported Ms. [REDACTED] back to the Groton Police Department for booking. During the ride, I could detect a strong odor of an alcoholic beverage emanating from the rear of my cruiser that was not present prior to Ms. [REDACTED] being in my cruiser.

Officer O'Connor met me at the station to assist with booking. At the station, Ms. [REDACTED] was booked in the usual manor and was given all applicable rights. She was advised of her Miranda Warning Rights; which were read to her and signed by her, indicating that she understood her rights (see attached). She was also advised of her rights detailed on the Statutory Rights and Consent Form which were read to her. Ms. [REDACTED] acknowledged that she understood these rights and elected to take the chemical test. She signed the Statutory Rights and Consent Form indicating that she understood these rights and that she was electing to take the chemical test (see attached).

The test I used to determine her Blood Alcohol Concentration (BAC) was the Draeger Alcotest ARBK-0079 Breath Test Machine. The machine is currently certified and I have every reason to believe that it was functioning properly. I entered her information into the Breath Test Unit and waited the 15-minute observation period. I used the 15-minute timer that is on the Breath Test Unit. During the observation period, I stood directly in front of Ms. [REDACTED] while conversing. During the observation period, Ms. [REDACTED] did not vomit, belch, hiccup, cough, or put her fingers in her mouth. The observation period started at 11:48PM and finished at 12:03AM.

Once the observation period was completed, I proceeded to administer the test to her. The results for the test were: 0.150% for the first sample, 0.080% for the calibration check, and 0.150% for the second breath sample. She was advised of the results and was given a copy of her license suspension.

Ms. [REDACTED] was issued Massachusetts Uniform Citation #T2613594 in hand, charging her with the following:

- MGL 90/24: Operating a Motor Vehicle Under the Influence of Liquor
- MGL 90/18: Speeding

Her license was confiscated per the authority of the Massachusetts Registry of Motor Vehicles. At approximately 1:53AM, Ms. [REDACTED] was bailed on personal recognizance. She was released to the custody of her boyfriend.

Groton Police Department

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NARRATIVE FOR PATROL MATTHEW C BEAL

Ref: 21GRO-82-AR

Entered: 04/18/2021 @ 0111
Modified: 04/18/2021 @ 0330

Entry ID: MB3017
Modified ID: MB3017

End of report.

SUPPLEMENTAL NARRATIVE FOR PATROL CASEY L OCONNOR

Ref: 21GRO-82-AR

Entered: 04/18/2021 @ 0356 Entry ID: CO3017
Modified: 04/18/2021 @ 0424 Modified ID: CO3017

On Saturday, April, 17, 2021, Officer O'Connor was working uniformed patrol for the Town of Groton. I was working the 2300-0700 hours shift and was assigned to marked cruiser #5. At approximately 2249 hours the following events occurred:

I responded to 765 Boston Rd. at the Ixtapa Mexican Grill & Cantina for a report of three underage females attempting to drive away from the premises while intoxicated. Upon arrival, I spoke with the restaurant manager Saul, and the bartender, Juan.

Saul and Juan stated that the three women were sitting in the restaurant area of the facility and that at some point they migrated into the bar area and were given drinks by a group of young men Juan believed to be soldiers from Fort Devens in Ayer. Saul and Juan stated that they were unsure if the women were ever ID'd however neither of them ID'd any of the women themselves.

Juan stated that the women were drinking margarita pitchers and he also stated that he saw the women come into the bar area with a drink already in their hands. I asked Juan and Saul when they became aware that the women were underage and Saul stated he did not know that any of the women were underage. I asked Saul and Juan what it was about the women that got their attention to call the police and Juan stated that the level of intoxication concerned him and that he knew the women "should not be driving home like that".

I gathered contact information for both Saul and Juan. Once back at the station I listened to the recorded 911 call and could hear the dispatcher ask Juan if the women leaving the bar were underage, I then heard Juan state that he believed that they were.

Investigation ongoing.

Ofc. O'Connor



Groton Police Department
Protective Custody Report

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Arrest #: 21GRO-83-AR
Call #: 21-12248

Date/Time Reported: 04/17/2021 @ 2249
Arrest Date/Time: 04/17/2021 @ 2325
Booking Date/Time: 04/17/2021 @ 2356
Arrest Type: On View Arrest

OBTN: TGRO202100083
Reporting Officer: Sergeant RACHAEL BIELECKI
Approving Officer: Sergeant RACHAEL BIELECKI

Signature: _____

Signature: _____

#	DEFENDANT(S)	SEX	RACE	AGE	SSN	PHONE
1	[REDACTED] PEPPERELL MA 01463-1724	F	W	20	[REDACTED]	[REDACTED]

Military Active Duty: N
HEIGHT: 504 WEIGHT: 135 HAIR: BROWN EYES: BLUE
BODY: SKINNY COMPLEXION: LIGHT
DOB: 10/10/2000 PLACE OF BIRTH: , MA
LICENSE NUMBER: MA [REDACTED] ETHNICITY: NOT HISPANIC
PCF #: NONE

[CONTACT INFORMATION]

Home Phone (Primary) [REDACTED]

[APPEARANCE]

GLASSES WORN: NO

[FAMILY/EMPLOYMENT INFORMATION]

MARITAL STATUS: SINGLE

FATHER'S NAME: [REDACTED]
MOTHER'S NAME: [REDACTED]

EMPLOYER/SCHOOL: MIDDLESEX COMMUNITY COLLEGE

[RIGHTS/BOOKING CHECKS]

RIGHTS ADVISED BY: Sergeant RACHAEL E BIELECKI DATE/TIME: 04/17/2021 @ 2330
PHONE USED: Y PHONED DATE/TIME: 04/17/2021 @ 2330
ARRESTEE SECURED: N

FINGERPRINTED: N
PHOTOGRAPHED: N
SUICIDE CHECK: Not Performed
PERSONS: State&Federal
NCIC VEHICLE CHECK: Not Performed
INJURY OR ILLNESS: N

Groton Police Department
Protective Custody Report

Page: 2
05/06/2021

Arrest #: 21GRO-83-AR
Call #: 21-12248

#	OFFENSE(S)	ATTEMPTED	TYPE
	LOCATION TYPE: Restaurant/Cafeteria IXTAPA MEXICAN RESTAURANT & CANTINA 765 BOSTON RD GROTON MA 01450	Zone: Groton Sector 1	
1	PROTECTIVE CUSTODY 111B/8	N	Ordinance
	111B 8 OCCURRED: 04/17/2021 2249		

NARRATIVE FOR SERGEANT RACHAEL E BIELECKI

Ref: 21GRO-83-AR

Entered: 04/18/2021 @ 0003
Modified: 04/18/2021 @ 0026Entry ID: RM2007
Modified ID: RM2007

On April 18, 2021, I was working a 3 PM - 3 AM shift. At approximately 10:50 PM, units were dispatched to Ixtapa Mexican Grille for a report of a disturbance. The caller, Saul Mazon, the manager from Ixtapa, stated that he had three girls who were intoxicated trying to leave the parking lot; he was requesting assistance.

As I pulled in front of the restaurant, I was informed by Dispatcher Weix that Saul had let the car leave the restaurant because the driver appeared sober in his opinion; he stated the car was a white Volkswagen sedan and that it headed westbound on Boston Rd. I proceeded to attempt to catch up to the vehicle, while Officer O'Connor spoke with Saul about what happened. Officer Beal was able to locate the vehicle turning off of Hollis St onto Common St; I backed him up on his car stop, see 19GRO-92-AR.

After Officer Beal arrested the operator of the Volkswagen, [REDACTED], I began speaking with the two remaining ladies: [REDACTED] and [REDACTED] w. I explained what was happening with [REDACTED] during our conversation through the car window it was apparent that they were too drunk to drive. I told both girls to call 2 friends to come pick them, and drive the Volkswagen home. I asked both girls for their licenses; [REDACTED] couldn't find her's but told me she was the registered owner of the Volkswagen; [REDACTED] gave me her debit card and told me that her date of birth was 4/27/99. I returned to my cruiser and ran the plate on the Volkswagen and the date of birth [REDACTED] had given me; she came back with a correct birthday of 4/27/01.

I spoke with the girls and told them I knew that they weren't 21 years old, and asked them to tell me what happened tonight. They told me that the three of them went to Ixtapa tonight for dinner. Danielle stated that she decided to try and see if the waiter would serve her so ordered a drink; the other two girls did the same. Both Danielle and Jessica stated that the waiter never asked them for their ID's and continued to serve them throughout their meal.

The ladies were picked up by their friends, [REDACTED], who drove the Volkswagen home, and [REDACTED]. All four parties followed me to the police station to bail out [REDACTED].

Respectfully submitted,

Rachael Bielecki



May 14th, 2021

Black Earth Compost LLC
Gloucester, MA, 01930
978 290 4610

Town of Groton
Board of Selectman

Standard Operating Procedures at town compost site

Hello, this is to inform you of how we conduct our operations in order to minimize nuisances so we can provide the most benefit to the town.

Odors

Prevention – We have invested \$200k in the compost building and other site improvements (even though it is only a 3 year lease) to prevent odors from being an issue. The compost building is designed to contain the receiving of the food scraps and initial processing. Initial processing is to get the material aerated and the pH up in order to prevent anaerobic (smelly) conditions. When the material comes outside it goes into static aerated piles that sit for a couple weeks without being turned.

Monitoring – When weather patterns or our operations could potentially create odors beyond the DPW yard, we send out a scout to determine if there are nuisance conditions and note them in our weekly log. This is where the feedback on the odor hotline helps us identify the times of potential odors. We also monitor when sports are going on at the fields so we can be extra careful during these times.

Hotline Response – When we receive a call/text on the hotline we respond directly to the reporter and see if there is something we can do right away. We log all reports on the shared town doc that is accessible by the town administrator, board of selectman and DPW director.

Shared Town Reports -

https://docs.google.com/spreadsheets/d/1aRUXMerMeP_d4Q4_ptuFvUx3uU5eeHH1fEJVQguG0w/edit?usp=sharing

We will be handing out waterproof cards with the hotline number and explaining our presence on the doors of the neighbors this month.

Long Term Prevention – Understand that it takes a year to get through all the weather patterns and the entire compost cycle. Then it takes a second year to put into practice prevention techniques specific to the compost site and time of year. Just because we have odors at a particular point is not cause to panic. After a couple years if we have persistent odor issues, there are deodorizer systems that are expensive that we can utilize. The more cost for us to operate, the less benefits we can provide to the town long term.

We do not want to run a site that causes problems because we want the partnership with town of Groton to be frictionless for the next 20 years. Occasional odor reports will happen, we use these to improve what we do. It is a feedback that leads to a system that works.

Traffic - Speeding

- Geo tracking 25mph – We have had Verizon truck trackers in our trucks since last year. Last week Verizon showed us how to set up a ‘geofence’ around Cow Pond Brook Rd. Now whenever a truck is in that zone going over 25mph, we receive an alert via email.
- Since we had it setup we had 1 alert last week from a collection truck going 30mph and another alert this week from a truck heading out for maintenance. Both drivers have been spoken to.

Traffic – Total traffic

- In spring we are averaging 29 trucks per week (data in our shared town report).
- Based on the data provided by DPW from their traffic counting sign...
 - These 29 trucks account for 1.5% of total traffic on the road on weekdays.
 - These 29 trucks account for .8% of total traffic on the road during entire week.
- Spring is the busiest time of year, we have tractor trailers and compost delivery trucks. So far this spring we have averaged 4 tractor trailers per week.
- Fall is a busy time for tractor trailers as we bring in the leaves for the year. We do about 200 trailers in the fall total (about 15 to 30 per week). This is concentrated around Nov, Dec and Jan when most people are not out walking.
- Summer is relatively relaxed, with not a lot of activity.

Vehicle Count

Location: Cow Pond Brook Road
Address: 302 Cow Pond Brook Road
Speed Limit: From schedule 25 mph

Report Period: 2021-05-03 to 2021-05-23
Total Vehicle Count: 4073

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Weekday Average	Weekend Average	Week Average	Speed Average	85% Speed (mph)
00:00 - 01:00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
01:00 - 02:00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
02:00 - 03:00	n/a	n/a	n/a	n/a	n/a	5	1	n/a	3	3	37	42
03:00 - 04:00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
04:00 - 05:00	2	5	n/a	2	3	n/a	n/a	3	n/a	3	32	35
05:00 - 06:00	6	3	n/a	2	9	7	3	5	5	5	28	32
06:00 - 07:00	21	H 14	n/a	16	26	9	7	19	8	16	31	36
07:00 - 08:00	11	2	n/a	18	16	66	2	12	34	19	32	37
08:00 - 09:00	3	8	29	18	35	198	65	19	132	51	32	37
09:00 - 10:00	8	9	32	25	22	H 308	H 93	19	201	71	31	35
10:00 - 11:00	6	7	29	37	47	200	54	25	127	54	31	35
11:00 - 12:00	6	8	29	21	48	275	24	22	150	59	31	35
12:00 - 13:00	8	4	35	30	27	186	46	21	116	48	32	36
13:00 - 14:00	5	9	27	47	30	141	22	24	82	40	30	35
14:00 - 15:00	8	5	21	39	53	132	9	25	71	38	31	35
15:00 - 16:00	6	2	32	45	65	102	12	30	57	38	29	35
16:00 - 17:00	8	n/a	45	27	36	10	5	29	8	22	30	37
17:00 - 18:00	H 77	n/a	H 77	H 210	H 173	11	8	134	10	93	31	37
18:00 - 19:00	31	n/a	55	74	48	4	2	52	3	36	33	39
19:00 - 20:00	11	n/a	22	28	5	4	4	17	4	12	31	37
20:00 - 21:00	1	n/a	2	2	6	3	n/a	3	3	3	29	39
21:00 - 22:00	1	n/a	2	5	5	2	7	3	5	4	32	34
22:00 - 23:00	1	n/a	1	4	2	2	3	2	3	2	33	35
23:00 - 24:00	n/a	n/a	n/a	n/a	1	n/a	n/a	1	n/a	1	19	19
Total	220	76	438	650	657	1665	367	465	1022	618	AVG: 31	AVG: 35

H - highest value in the column, **H** is highest H value in report

** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.



Start: 2021-05-08

End: 2021-05-17

Times: 0:00-23:59

Enforcement Priorities Report

Cow Pond Brook Road, SB

Violation Threshold: Speed Limit +10

Speed Range: 21 to 100

Rank Results By: 85% Speed

#	Site	Day of Week	Time	Speed Limit	Average Speed	Average Violator Speed	85% Speed	Average # Vehicles	Average # Violators
1	Cow Pond Brook Road, SB	Sun	11:00 - 12:00	25	27.5	37.7	37.1	103	32
2	Cow Pond Brook Road, SB	Fri	9:00 - 10:00	25	22.0	38.8	36.0	55	17
3	Cow Pond Brook Road, SB	Sun	14:00 - 15:00	25	25.2	37.9	35.5	74	21
4	Cow Pond Brook Road, SB	Sun	13:00 - 14:00	25	22.2	37.2	35.0	41	11
5	Cow Pond Brook Road, SB	Tue	8:00 - 9:00	25	21.0	37.9	35.0	62	14
6	Cow Pond Brook Road, SB	Wed	14:00 - 15:00	25	23.0	38.3	35.0	61	15
7	Cow Pond Brook Road, SB	Thu	8:00 - 9:00	25	23.0	38.9	35.0	101	27
8	Cow Pond Brook Road, SB	Fri	20:00 - 21:00	25	22.0	39.7	35.0	47	12
9	Cow Pond Brook Road, SB	Sat	9:00 - 10:00	25	25.0	39.2	35.0	144	34
10	Cow Pond Brook Road, SB	Sat	10:00 - 11:00	25	25.0	38.7	35.0	133	24
11	Cow Pond Brook Road, SB	Sat	11:00 - 12:00	25	28.0	37.4	35.0	245	43
12	Cow Pond Brook Road, SB	Tue	11:00 - 12:00	25	25.9	39.3	34.6	25	3
13	Cow Pond Brook Road, SB	Mon	17:00 - 18:00	25	22.8	40.7	34.5	36	9
14	Cow Pond Brook Road, SB	Fri	14:00 - 15:00	25	21.8	39.1	34.4	74	21
15	Cow Pond Brook Road, SB	Fri	11:00 - 12:00	25	25.3	38.6	34.0	72	7
16	Cow Pond Brook Road, SB	Tue	17:00 - 18:00	25	20.0	38.0	34.0	53	12
17	Cow Pond Brook Road, SB	Wed	18:00 - 19:00	25	21.0	38.8	34.0	89	20
18	Cow Pond Brook Road, SB	Wed	19:00 - 20:00	25	22.0	38.2	34.0	100	17
19	Cow Pond Brook Road, SB	Thu	13:00 - 14:00	25	24.0	38.2	34.0	71	13
20	Cow Pond Brook Road, SB	Thu	14:00 - 15:00	25	23.0	38.1	34.0	69	9
21	Cow Pond Brook Road, SB	Fri	8:00 - 9:00	25	22.0	38.8	34.0	94	15
22	Cow Pond Brook Road, SB	Fri	16:00 - 17:00	25	22.0	38.9	34.0	57	13
23	Cow Pond Brook Road, SB	Fri	18:00 - 19:00	25	21.0	37.0	34.0	40	3
24	Cow Pond Brook Road, SB	Fri	19:00 - 20:00	25	23.0	37.3	34.0	76	13
25	Cow Pond Brook Road, SB	Sat	8:00 - 9:00	25	22.0	38.7	34.0	89	18



Start: 2021-05-08

End: 2021-05-17

Times: 0:00-23:59

Volume by Speed

Cow Pond Brook Road, SB

Speed Bins: Size 5, Range 21 to 100

Time View: By Hour (Avg Volumes)

Time	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	Avg Speed	Avg Total
0:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.9	1
1:00	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.9	3
2:00	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.8	3
3:00	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	4
4:00	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	28.4	4
5:00	5	2	3	2	0	0	0	0	0	0	0	0	0	0	0	0	28.8	12
6:00	8	7	8	5	1	0	0	0	0	0	0	0	0	0	0	0	30.5	29
7:00	12	18	14	4	1	0	0	0	0	0	0	0	0	0	0	0	29.4	49
8:00	11	19	24	11	3	0	0	0	0	0	0	0	0	0	0	0	31.2	68
9:00	11	18	19	9	2	0	0	0	0	0	0	0	0	0	0	0	30.9	59
10:00	11	20	23	6	2	0	0	0	0	0	0	0	0	0	0	0	30.4	62
11:00	8	26	35	14	2	0	0	0	0	0	0	0	0	0	0	0	31.5	85
12:00	10	22	22	7	1	0	0	0	0	0	0	0	0	0	0	0	30.5	62
13:00	11	26	27	8	1	0	0	0	0	0	0	0	0	0	0	0	30.2	73
14:00	8	19	26	10	1	0	0	0	0	0	0	0	0	0	0	0	31.4	64
15:00	11	23	24	5	1	0	0	0	0	0	0	0	0	0	0	0	30.2	64
16:00	6	12	15	5	1	0	0	0	0	0	0	0	0	0	0	0	30.7	39
17:00	6	11	12	5	1	0	0	0	0	0	0	0	0	0	0	0	31.0	35
18:00	8	14	20	6	1	0	0	0	0	0	0	0	0	0	0	0	30.7	49
19:00	9	18	27	6	1	0	0	0	0	0	0	0	0	0	0	0	30.7	61
20:00	4	10	10	4	1	0	0	0	0	0	0	0	0	0	0	0	30.8	29
21:00	1	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	31.2	7
22:00	4	3	2	1	1	0	0	0	0	0	0	0	0	0	0	0	30.1	11
23:00	2	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	29.0	6
Avg	6	12	13	5	1	0	0	0	0	0	0	0	0	0	0	0	30.6	36



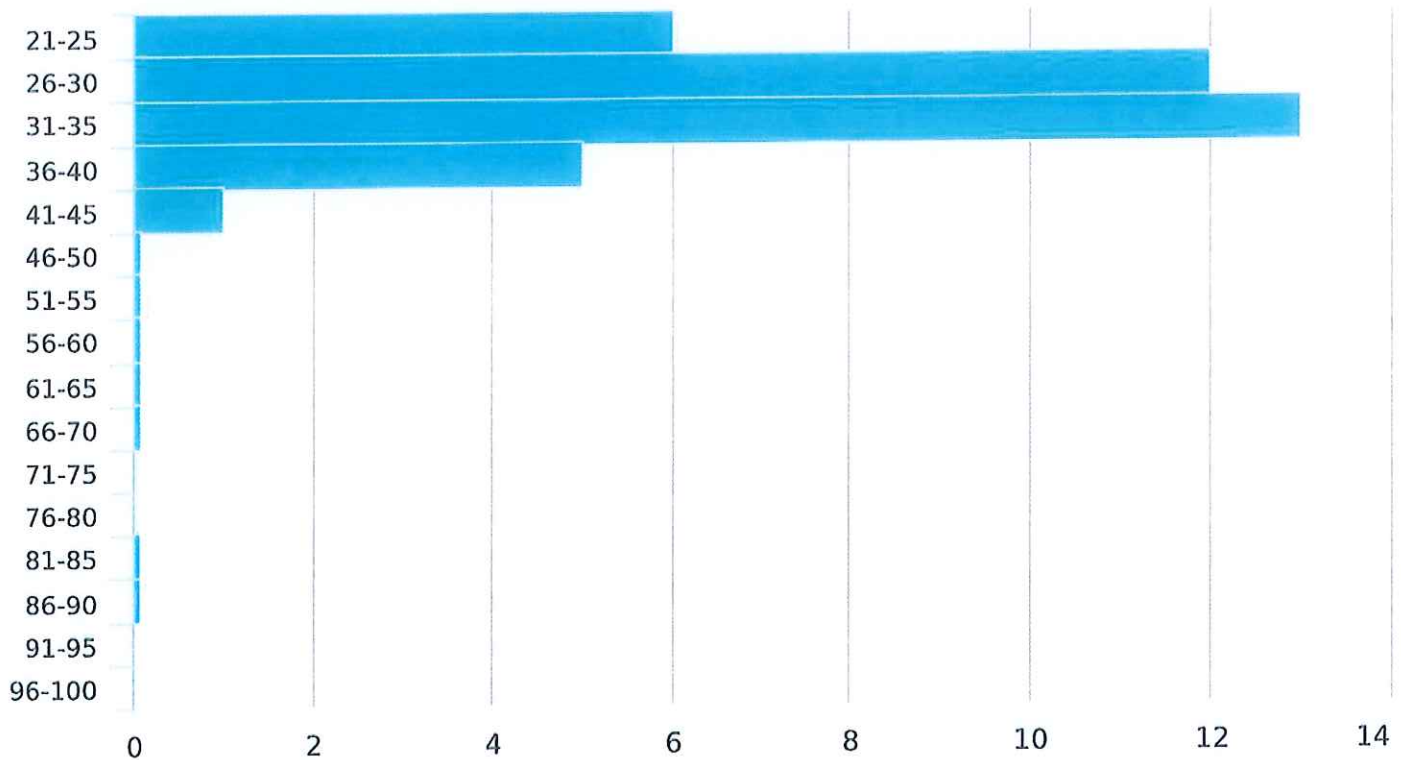
Start: 2021-05-08
End: 2021-05-17
Times: 0:00-23:59

Volume by Speed

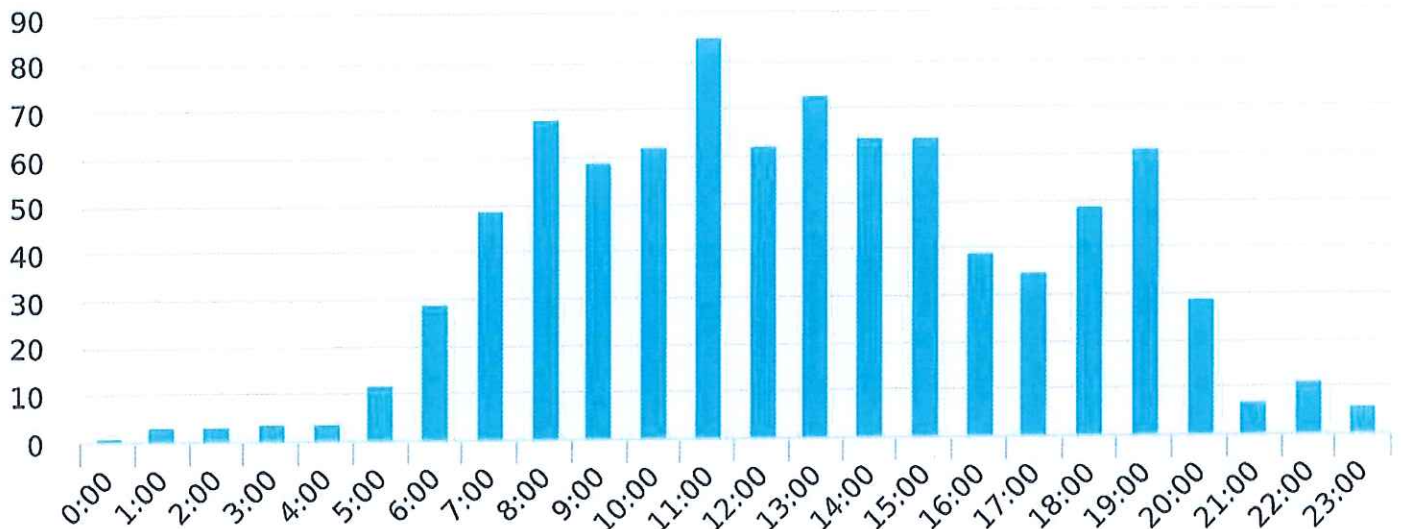
Cow Pond Brook Road, SB

Speed Bins: Size 5, Range 21 to 100
Time View: By Hour (Avg Volumes)

Avg Volume by Speed Distribution



Average Volume over Time





Start: 2021-05-08
End: 2021-05-17
Times: 0:00-23:59

Compliance & Risk Report

Cow Pond Brook Road, SB

Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

Speed Range: 21 to 100

Time View: By Hour (Avg Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	25	Speed Display	0	1	0	0	1
1:00	25	Speed Display	2	1	0	0	3
2:00	25	Speed Display	2	1	0	0	3
3:00	25	Speed Display	3	1	0	0	4
4:00	25	Speed Display	2	2	1	0	5
5:00	25	Speed Display	5	5	2	0	12
6:00	25	Speed Display	8	15	6	0	29
7:00	25	Speed Display	12	32	5	0	49
8:00	25	Speed Display	11	43	14	0	68
9:00	25	Speed Display	11	37	11	0	59
10:00	25	Speed Display	11	43	8	0	62
11:00	25	Speed Display	8	61	16	0	85
12:00	25	Speed Display	10	44	8	0	62
13:00	25	Speed Display	11	53	9	0	73
14:00	25	Speed Display	8	46	11	0	65
15:00	25	Speed Display	11	47	6	0	64
16:00	25	Speed Display	6	28	6	0	40
17:00	30, 25	Speed Display	6	23	6	0	35
18:00	30, 25	Speed Display	8	34	6	0	48
19:00	30, 25	Speed Display	9	45	7	0	61
20:00	30, 25	Speed Display	4	21	4	0	29
21:00	25, 30	Speed Display	1	4	1	0	6
22:00	25	Speed Display	4	5	2	1	12
23:00	25	Speed Display	2	2	1	0	5
Average			6	25	5	0	37



Start: 2021-05-08
End: 2021-05-17
Times: 0:00-23:59

Compliance & Risk Report

Cow Pond Brook Road, SB

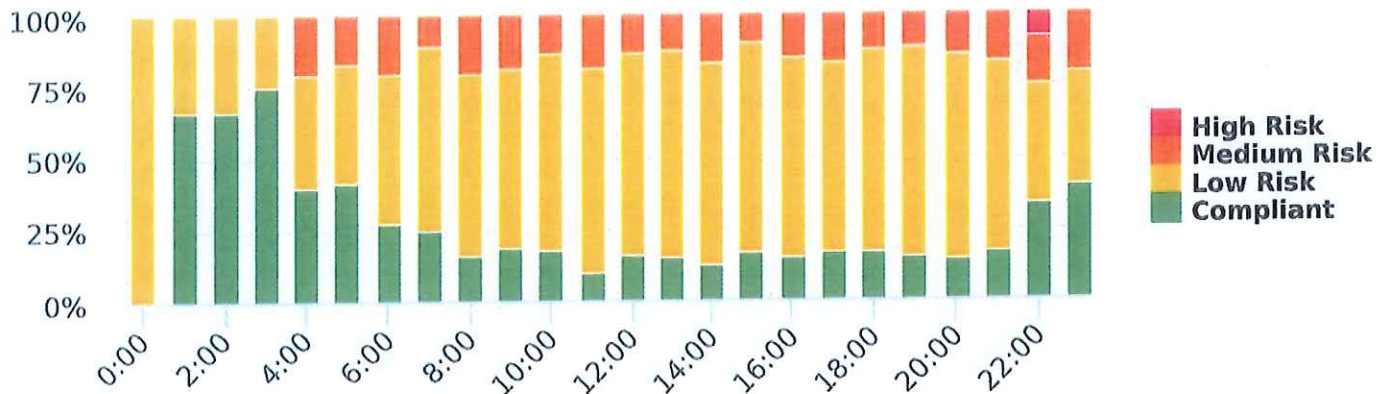
Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

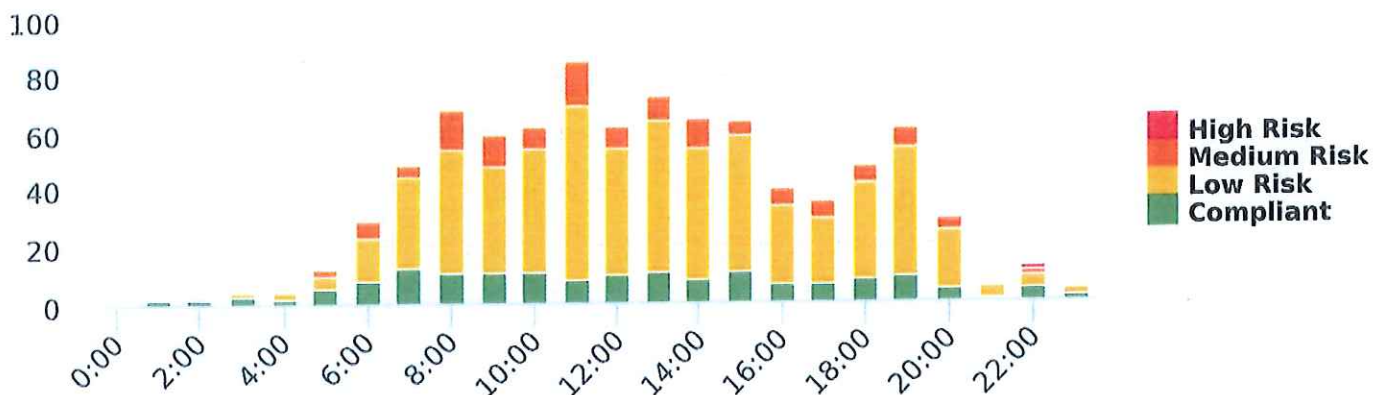
Speed Range: 21 to 100

Time View: By Hour (Avg Volumes)

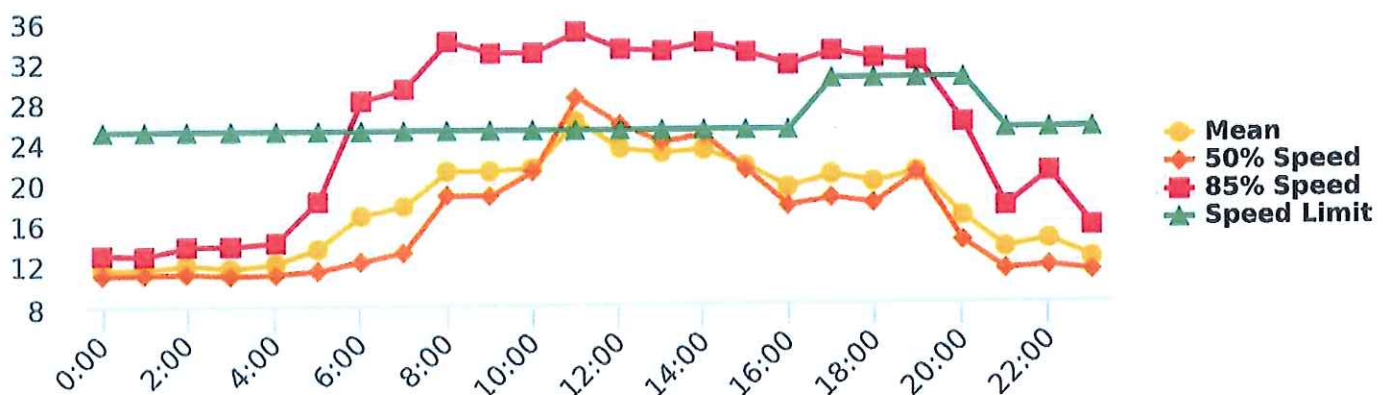
Compliance % by Hour (Avg)



Compliance by Hour (Avg)



Speeds





Extended Speed Summary

Cow Pond Brook Road, SB

Start: 2021-05-08

End: 2021-05-17

Times: 0:00-23:59

Violation Threshold: Speed Limit + 10

Speed Range: 21 to 100

Overall Summary

Total Days of Data: 10

Speed Limit: 25, 30

Average Speed: 18.41

50th Percentile Speed: 17.26

85th Percentile Speed: 27.2

Pace Speed Range: 11-21

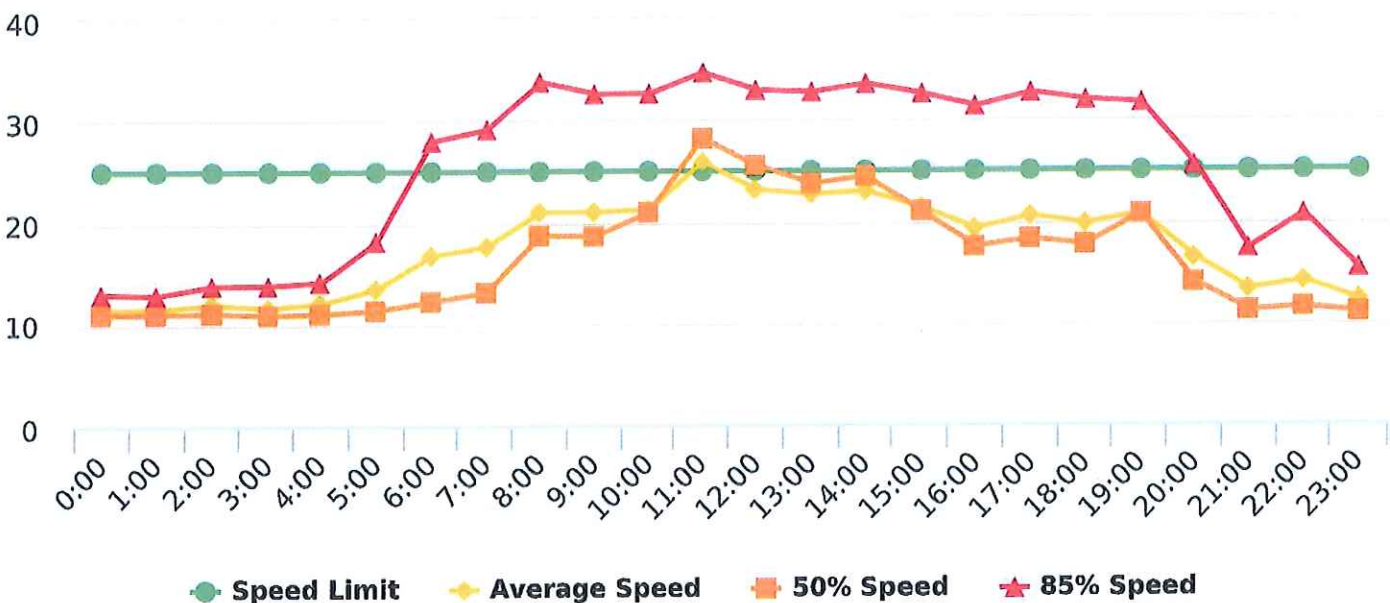
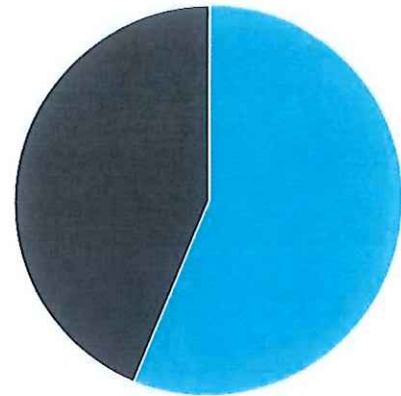
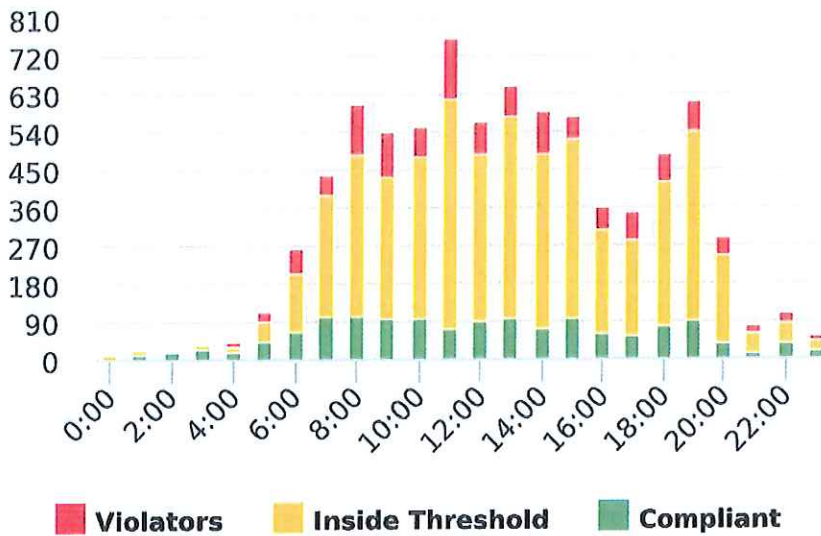
Minimum Speed: 5

Maximum Speed: 86

Display Mode: Speed Display

Average Volume per Day: 815.0

Total Volume: 8150





Start: 2021-05-08

End: 2021-05-17

Times: 0:00-23:59

Extended Speed Summary

Cow Pond Brook Road, SB

Violation Threshold: Speed Limit + 10

Speed Range: 21 to 100

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Speed Display	25	10	0	0.0%	1.1	0.0	5	29	11.4	11.0	13.0	65.0%
1:00	Speed Display	25	25	1	4.0%	2.8	0.1	5	37	11.5	11.0	12.9	61.8%
2:00	Speed Display	25	33	6	18.2%	3.7	0.7	5	67	12.0	11.1	13.8	62.8%
3:00	Speed Display	25	41	3	7.3%	4.6	0.3	5	44	11.6	10.9	13.8	62.3%
4:00	Speed Display	25	43	10	23.3%	4.8	1.1	5	41	12.1	11.0	14.1	57.9%
5:00	Speed Display	25	113	21	18.6%	12.6	2.3	5	41	13.5	11.4	18.2	60.9%
6:00	Speed Display	25	264	57	21.6%	29.3	6.3	5	47	16.7	12.2	28.0	54.8%
7:00	Speed Display	25	436	47	10.8%	48.4	5.2	5	51	17.6	13.1	29.1	56.0%
8:00	Speed Display	25	609	123	20.2%	67.7	13.7	6	49	21.0	18.7	33.8	54.2%
9:00	Speed Display	25	540	105	19.4%	60.0	11.7	5	53	21.0	18.6	32.6	54.2%
10:00	Speed Display	25	555	74	13.3%	61.7	8.2	5	48	21.3	21.0	32.6	57.2%
11:00	Speed Display	25	760	140	18.4%	84.4	15.6	6	44	25.9	28.2	34.7	54.7%
12:00	Speed Display	25	564	76	13.5%	62.7	8.4	5	44	23.2	25.5	32.9	55.3%
13:00	Speed Display	25	651	77	11.8%	72.3	8.6	5	43	22.8	23.8	32.8	52.7%
14:00	Speed Display	25	590	105	17.8%	65.6	11.7	6	86	23.0	24.5	33.6	53.0%
15:00	Speed Display	25	578	58	10.0%	64.2	6.4	5	48	21.5	21.1	32.6	56.5%
16:00	Speed Display	25	362	55	15.2%	40.2	6.1	5	59	19.4	17.5	31.3	51.4%
17:00	Speed Display	25, 30	349	67	19.2%	34.9	6.7	5	52	20.6	18.3	32.7	56.4%
18:00	Speed Display	25, 30	488	65	13.3%	48.8	6.5	5	61	19.8	17.7	32.0	53.4%
19:00	Speed Display	25, 30	611	71	11.6%	61.1	7.1	5	52	20.8	20.8	31.7	54.2%
20:00	Speed Display	25, 30	287	43	15.0%	28.7	4.3	5	48	16.4	14.0	25.6	57.5%
21:00	Speed Display	25, 30	80	17	21.3%	8.0	1.7	5	54	13.3	11.1	17.4	57.0%
22:00	Speed Display	25	109	24	22.0%	10.9	2.4	5	53	14.1	11.5	20.7	59.9%
23:00	Speed Display	25	52	10	19.2%	5.2	1.0	5	52	12.2	11.0	15.4	54.0%
Total Volumes/ Avg			8150	1255	15.4%	883.6	136.1	5	86	17.6	16.5	25.6	56.8%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			8150	1255	15.4%	883.6	136.1	5	86	17.6	16.5	25.6	56.8%

JONATHAN MANGINI

the.barefoot.builder.ma@gmail.com 263 Main St. Groton, MA 01450 (781) 588-1763

WORK EXPERIENCE

Head Coach of Varsity Wrestling - Lawrence Academy, Groton, MA

2016 - 2020

- Lead high energy and high level practices for wrestlers at every stage of their athletic careers. Teaching students techniques and instilling a healthy, winning mindset in sport and life. Coordinated matches between schools, recruited prospective athletes, handled inter-school relations, and guided wrestlers to hone in on their fitness and nutrition in and out of season. And, I drove the bus.

In My 4 years

Men's - Coached 8 NE Place Holders/ Qualifiers (Most in school history) 6 ISL Finalists
Women's - 7 Regional Finalists, 2 NE Finalists, 2 National Place Holders

Twin Valley Farm, Pepperell, MA

2012 - 2020

- Hard working farmhand, landscaper, crop management and harvester of organic produce, hay bailing and stacking, sensitive animal care, painting, tree removal and wood splitting for cord wood. Responsible for reparations and maintenance of stone, fence, and wire boundary lines.

Fitness Together - Concord, MA

2018 - 2019

- Professional Personal Trainer for clients of all fitness levels. Executing my knowledge of functional anatomy and biomechanics to provide clients with unique and specified workouts based on their needs and goals. Addressing clients' weaknesses and turning them into their strengths. Bootcamp and group training instructor, and savvy in Grastin tools, Tens units, and assisted/ PNF stretching and mobility work. Experienced in writing periodized training plans.

Salt and Light Cafe Bistro - Groton, MA

2017 - 2018

- High energy kickboxing instructor and personal trainer. Taught boxing and striking arts to classes of 30+ people. Motivated and Coached over a microphone all while executing high level techniques, engaging members, and correcting form as they trained. Experienced in Muay Thai and Dutch style kickboxing.

Edmonds Landscaping LLC - Merrimack, NH

2015 - 2017

- First-line supervisor, translator, hardscape installation, lawn service and grounds-keeping, irrigation maintenance, tree planting and removal, attentive customer service.

* Certified Level 1 Dry Stone Waller through DSWA-GB, specializing in landscape preservation and restoration through traditional stone work.

EDUCATION

Fitchburg State University 2015 – 2018

- Graduated Dec. 2018 – Cum Laude, B.Sc. Exercise and Sports Science - Kinesiology, Minor Business Management
 - President of Exercise and Sports Science Club
 - Reception of Dean's List Honors every semester attended
 - Captain of Rugby Club

University of Massachusetts Amherst 2015 (two semesters)

- Kinesiology Graduate Candidate
- Competed on (men's) and coached for (women's) UMass Wrestling team
- Competed on University Rugby team and performed with UMass dance team
- Took part in multiple exercise studies, both as subject and administrator

Lawrence Academy, Groton, MA 2011 – 2014

- High School Diploma, Graduated with honors.
 - Varsity Wrestling Captain
 - Varsity Football, Track, and Dance teams
- Governing Student Body Representative and Senior Peer Counselor, and member of a multitude of student clubs.

ATHLETICS

- Active Competitor in submission grappling, winning multiple championships in FUJI and Grappling Industries promotions, in addition to training professional fighters.
- Coached University of Massachusetts Amherst Women's Wrestling team. Attended first ever women's collegiate Folkstyle and Freestyle Dual Meet held in MA, team members went on to be NCWA National Champions.
 - Led practices for UMass Men's Wrestling team
- Finalist in Independent School League Divisional Wrestling Championships, New England Championship Place Holder
- Trained at Dough Boys Wrestling Club through high school, competing with them in multiple off-season tournaments
 - Captain of Fitchburg State's Rugby Club
 - Black Belt in Uechi Ryu
- Professional Boston based Modern Dancer, performing domestically and internationally

COMMUNITY

- As EXSS Club President, coordinated campus-wide Road Races, fundraisers, and exciting community events. Attended professional research conferences, and hosted campus wide Weightlifting Competitions for students and faculty to partake.
 - Event planner and campus liaison for Fitchburg State's Active Minds Club, promoting awareness and support for mental disabilities and struggles.
 - Fluent in Spanish
- Proficient in Microsoft Word, Excel for data collection and analysis, and PowerPoint

VOLUNTEERISM

- Volunteered on Wrestling Coaching Staff at Nashoba Technical High School and Lawrence Academy (2016-2017)
 - School and housing restoration in the Dominican Republic (2013)
 - Reforestation and school renovations in Hawaii (2014)
 - Landscaping, painting, food service and other volunteer work through church youth group throughout life up until high school (2005-2011)
-

REFERENCES

Mike Metzger - Former Coach : (978) 272-1401

Mike Poulin - Lawrence Academy, Head S+C Coach : (603) 707-0198

Kevin Potter - Lawrence Academy, Head A.D. : (978) 877-2145

Brian Feigenbaum - Lawrence Academy, Head Dance Professor, Landlord : (617) 308-7082

Mike Oakes - Fitness Together : (978) 831-2376

Jon Kaiser - Twin Valley Farm : (978) 302-5490.

Noah Paulajka

978-877-9967

Noahpdirector91@gmail.com

36 Kendall Rd, Unit #2,
Tyngsborough MA

An innovative, hardworking, and enthusiastic film graduate with production, directing, and editing experience who is looking for work in cable access, video production, and voiceovers.

EDUCATION

Fitchburg State University: B.S. in Communications Media - May 2014 Concentration in Film/Video Production

Groton Dunstable Regional High School: High School Diploma

TECHNICAL EXPERIENCE

Production: Sony EX-1, Tricaster, Canon XH A1, 702 Recorder, Teleprompter

Post: Final Cut Pro X, Photoshop

Office: Weebly Website Builder, Final Draft, Microsoft Office, Microsoft Excel

WORK EXPERIENCE

The Groton Channel _____ **2016-Present**

Cable Production Assistant/Reporter/Editor for Groton Cable Access.

- Find worthwhile content for channel, including researching upcoming local events
- Film local events and edit footage to create entertaining and worthwhile content
- Assist shoots in and out of the studio by operating the camera, directing, and managing sound operation
- Create promotional videos for contests, upcoming events, and the studio in general
- Film live town government meetings

First Scout Productions _____ **2016-2019**

Freelance Camera Operator for Student Sports Filming Company

- Operated cameras mounted on "hipods" (tall tripods) to cover student athlete performances during games for college recruiters.

Revolving Museum _____ **2016**

Freelance Videographer/Editor/Instructor

- Created short promotional videos for the Fitchburg Rocks movement which revolved around revitalizing the city of Fitchburg through art and historical appreciation.
- Instructed and aided students as they filmed a short documentary about Delta S compound and submitted the documentary to the AMP IT UP! Challenge which ultimately awarded their charter schools with a \$5,000 grant

Black Mass _____ **2014**

Production Assistant

- Helped maintain onsite locations for filming Warner Bros. film featuring Johnny Depp.

ROBERT A. MALONEY

107 Leominster Road
Lunenburg, MA 01462
(978) 394-6223
Email: Rmalo228@icloud.com

WORK EXPERIENCE

August 2018- Present	Lunenburg Water District	Lunenburg, MA
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Water System Operator

- Test back-flow devices
- Survey facilities for cross connections
- Oversee and maintain treatment facilities
- Maintain distribution system
- Respond to customer concerns regarding water service
- Install and change meters and collect readings
- Collect water quality samples and data
- Operate and take care of heavy and light equipment
- Snow removal

Accomplishments

- Obtained Cross Connection Surveyor License
- Obtained Backflow Prevention Device Tester License

January 2018- August 2018	Town of Pepperell Water Division	Pepperell, MA
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Water Operator II

- Oversee and maintain treatment facilities
- Maintain distribution system
- Respond to customer concerns regarding water service
- Install and change meters and collect readings
- Collect water quality samples and data
- Data entry for DEP
- Operate and take care of heavy and light equipment
- Snow removal

Accomplishments

- Obtained all required licenses within 6 months of hire including T1 Operator and D2 Operator
- Kept a safe working atmosphere
- Provided safe drinking water to residents
- Helped create a positive work environment that encouraged the department to work as a team

October 2016- January 2018	Town of Lexington Water/Sewer	Lexington, MA
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Distribution Operator

- Maintained town infrastructure
- Collected meter readings for customer billing
- Installed and changed meters
- Collected water quality samples and data
- Maintained pumping stations

- Maintained sewer systems
- Snow removal
- Responded to customer concerns about pressure and quality of water
- Assisted other departments as needed (parks, highway, landfill)

Accomplishments

- Obtained all required licenses within 1 year of hire including Class B Driving, Class 2B Hoisting, and D1 Operator
- Kept a safe working atmosphere
- Provided safe drinking water and sewer service to residents

October 2009-October 2016

Acton Ford

Acton, MA

Assistant Manager of the Parts Department

- Oversaw 6 employees
- Provided excellent service to in-house technicians, wholesale and retail customers
- Ran and analyzed numerous reports daily on sales and inventory
- Processed purchase orders
- Shipping and receiving
- Ran warranty claims

Accomplishments

- Obtained Parts Master Certification
- Obtained Forklift Operator Certificate
- Helped to increase gross profit over \$10,000 monthly
- Maintained less than 1% false inventory

LICENSES

- Massachusetts Class B Drivers License
- Massachusetts Class 2B Hoisting
- Massachusetts Drinking Water Operator T1, D1, D2
- Cross Connection Surveyor License
- Backflow Prevention Device Tester License

Professional and Personal References Available Upon Request

E-MAIL RMALO228@ICLOUD.COM

107 Leominster Road • Lunenburg, Massachusetts 01462 • Phone (978) 394-6223

**TOWN OF GROTON
COMMITTEE INTEREST FORM**

Town Government needs citizens who are willing to give time in the service of their community. If you are interested in serving, on a voluntary basis, on boards and committees within the Town, please complete this form and return to:

**TOWN OF GROTON
SELECT BOARD
173 MAIN STREET, GROTON, MA 01450-1237**

Name Benjamin E Wolfe
First M.I. Last

Date: 4/20/21

Address 249 Indian Hill Rd.

Mailing Address (if different) _____

Circle One GROTON, 01450 WEST GROTON, 01472

Telephone No. (home) _____ (cell) 617 543 3337

Preferred e-mail Address bewolfe@gmail.com

Occupation Professor

Background Ph.D. in biology, including research on invasive plant species and plant ecology

Specific committees or positions in which you are interested:

Department Name	Vacancies
Affordable Housing Trust	1
Commemorations & Celebrations Committee	1
Complete Streets Committee	2
Conductorlab Committee	1
Great Pond Advisory Committee	4
Greenway Committee	1
Historical Commission	2
Housing Authority	1
Housing Partnership	3
<u>Invasive Species Committee</u>	<u>1</u>
Local Cultural Council	3
Old Burying Ground Commission	2
Personnel Board	1
Sargisson Beach Committee	3
Scholarship Committee	1
Sustainability Commission	5
Weed Harvester Committee	3
Williams Barn Committee	2
Zoning Board of Appeals (Alternate)	1



GROTON POLICE DEPARTMENT

99 Pleasant Street
Groton, MA 01450



Michael F. Luth
Chief of Police

Tel: (978) 448-5555
Fax: (978) 448-5603

Edward P. Sheridan
Deputy Chief

May 12, 2021

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

Dear Mark,

As you are aware, Governor Baker signed into law "An Act Relative to Justice, Equity and Accountability in Law Enforcement in the Commonwealth", in December 2020.

One of the consequences of this reform is requiring that current Reserve Officers will have to attend a "Bridge Academy" to maintain certification. After July 1, 2021 all people applying for a full or part time police position will have to attend a full-time police academy. I do not anticipate having part time candidates having the ability to attend a full-time academy, thus eliminating the future of the Reserve Officer program.

We have utilized the Reserve program as a staffing multiplier as well as a proving ground for future full-time officers. We have had great success with this program and five of our current officers were at one time Reserves with the department.

The opening of the Indian Hill Music Center in 2022 will stress the ability of this department to provide police services required by the attending traffic and attendees.

I would respectfully request permission to hire three (3) Reserve/Part-Time officers prior to July 1, 2021 in order to maintain the Reserve Officer program for the near future.

I am available for any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael F. Luth".

Michael F. Luth
Chief of Police

**SELECT BOARD MEETING MINUTES
VIRTUAL MEETING
MONDAY, MAY 10, 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; Michael Hartnett, Tax Collector/Treasurer; Hannah Moller, Assistant Tax Collector/Treasurer; Patricia Dufresne, Town Accountant; Bud Robertson

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

ANNOUNCEMENTS

Mr. Haddad said the Board needed to extend if they wished, the signing authority of the Town Manager and John Reilly on the warrants and asked if that could be added to the agenda.

Mr. Haddad read a notice into the record about a new vaccine site opening at Devens later this week. Ms. Pine asked for clarification on whether just veterans or if anyone could go there for a vaccine because it was being held at a veteran's center. Mr. Haddad thanked Representative Harrington, the area Town Managers and especially former Police Chief Donnie Palma for all their hard work on getting this up and running. Mr. Haddad said it was open to anyone. There was a question whether children ages 12-15 could also attend. Mr. Giger said that the folks in Washington still needed to vote on that later this week. Mr. Degen thanked the Representative for her work on this and for showing up at Town Meeting, adding he wished she would respond to attending a Select Board meeting. Ms. Manugian said that she was still working on this.

TOWN MANAGER'S REPORT

1. Mr. Haddad said he had previously recommended to the Select Board, and the Select Board agreed, that they would not reopen Town Hall to the public (no appointments necessary) until after the Town achieved "Green" Status for two consecutive weeks. He said that after reviewing the matter, and taking into consideration that almost every Town Hall employee would be fully vaccinated by the end of the month, he recommended that they reopen Town Hall to the public effective June 1, 2021. Mr. Haddad said that masks would still be required to be worn while in Town Hall and that they would continue to operate under the protocols approved by the Select Board in May, 2020. He said he had consulted with the Fire Chief and other Department Heads and were all comfortable with this recommendation.

Mr. Degen said that some of the area Towns had been using a hybrid method for meetings in person and asked if the Town Manager had thought about that. Mr. Haddad said that they had originally discussed not holding in person meetings until within 30 days after the Governor lifted the order and asked for time to discuss that with the Chair.

Mr. Degen thanked the Groton Fire Department for their hard work fighting a fire last week at a garage located on Lost Lake. He said that thanks to the Fire Department, a quick-thinking Police Officer and neighbors spotting the fire from across the lake, they were able to save the residence and one next door. He said that thanks to the cistern installed a few years ago, this helped save the residences from catching on fire. Mr. Reilly thanked Art Prest for pushing for this cistern back in the day which received opposition because of its cost.

The Board had no objection to reopening the Town Hall on June 1.

2. Mr. Haddad said that Bob Colman's last day as Program Director for the Groton Channel was May 14th. He said that as discussed at a previous meeting and approved by the Select Board, and based on the recommendation from the Cable Advisory Committee, he had appointed Ashley Doucette as Program Director, effective May 17, 2021. Mr. Haddad said that Ms. Doucette had served as their Production Assistant since 2016 and had done a great job. Mr. Haddad said that he, Melisa Doig, and Dawn Dunbar interviewed Ms. Doucette and were excited for her to take over managing The Groton Channel. He respectfully requested that the Board consider ratifying this appointment.

Ms. Manugian asked about the hiring freeze and where this position fell. Mr. Haddad said that this was a backfill of a department head position and were not creating any new positions. Mr. Degen said that Ms. Doucette had rose to the top and thought she would be a great promotion and addition.

Mr. Degen moved that they affirm the Town Manager's appointment of Ashley Doucette as Program Director for the Groton Cable Department effective May 17, 2021. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

PUBLIC HEARING – ALL ALCOHOL ON PREMISE LIQUOR LICENSE – HERB LYCEUM

Mr. Haddad read the public hearing notice into the record.

Mr. Haddad said that they had held a carry in license for many years and were interested in being able to sell and serve alcohol.

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

Mr. William Gilson said that for the past 3 years, he and his partners had been operating out of the Herb Lyceum on his parent's behalf under his and his partners catering license, Cambridge Cuisine. He said that COVID-19 had been challenging on restaurants adding they were trying to find a safe way to serve guests moving forward and wanted to make the property sustainable and profitable. He said that they had been running their restaurant, Cambridge Cuisine, for the past 8 ½ years and opened up three other restaurants in Cambridge recently. He said that they held other licenses with the ABCC already.

Mr. Reilly asked about the anticipated hours of operation. Mr. Gilson said that they were looking to be open Wed-Sun with daytime hours on the weekend for brunch. He said that they were asking for 11am-11pm. He said that currently their events had a hard 9pm stop so as to not disturb the abutters. Ms. Manugian asked if the license would cover the events and restaurant. Mr. Gilson said that it would. Mr. Haddad said that the hours were consistent with others in Town. Ms. Pine said that they wouldn't be able to allow people to bring in their own fine wine. Mr. Gilson said that that was true but had curated a list of fine wines they thought people might enjoy.

Mr. Robertson said he had been going there since Mr. Gilson was a cook in high school. He said that he had gone there because the food was very good and thought a liquor license was a great idea. Ms. Pine asked if they were planning on having music. Mr. Gilson said he thought an entertainment license was required and had not current plans for live music. Mr. Degen asked if they should make that a condition of the license. Mr. Haddad said that they did that because of a complaint from an abutter but said they hadn't had any complaints from the neighbors here.

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

Ms. Pine moved to grant the all alcohol on premise license to Cambridge Cuisine, LLC for use at the Herb Lyceum. Mr. Reilly seconded the motion. Mr. Haddad said that the hours would be 11pm-12am. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

TOWN MANAGERS REPORT – CONT.

3. Mr. Haddad said he had appointed Dylan Grimm as a Greenskeeper at the Groton Country Club and respectfully request that the Board consider ratifying this appointment

Mr. Degen moved to ratify the Town Manager's appointment of Dylan Grimm as Greenskeeper. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

4. Mr. Haddad said that the Sargisson Beach Committee had recommended that the Board appoint Keven Charland and Nicholas Degaitas to the Committee. Mr. Haddad respectfully requested that the Board consider making these appointments.

Mr. Degen moved to appoint Keven Charland and Nicholas Degaitas to the Sargisson Beach Committee term to expire June 30, 2021. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

5. Mr. Haddad said that now that Town Meeting had authorized the Select Board to enter into an Easement Agreement with Kevin Lindemer for the Sewer Connection for 227 Boston Road, Mr. Lindemer would like to start the process as soon as possible. Mr. Haddad said he would like to recommend that the Select Board designate two members to work with him to negotiate the Easement to bring back to the full Board for approval. Mr. Haddad also

recommended that Mr. Lindemer and his attorney draft the easement so as to save tax payer dollars having Town Counsel draft one.

Ms. Manugian read the following email into the record:

Dear Members of the Board

I am unable to be present at the Board's meeting tonight and hope that you will read this into the record as you consider your response to Town Meeting's vote that authorized the grant of an easement to the Lindemers.... and directed you to negotiate terms and conditions in the best interest of the Town.

The uncontested 2/3 Town Meeting majority made clear that the Town overwhelmingly approves of this initiative in spite of the clear and consistent objections of a minority of the Select Board.

I understand that the Board will hear a recommendation from the Town Manager that 2 of its members be appointed to negotiate in the interest of Town Meeting. Should the Board determine to accept the Town Manager's recommendation, as a member of the Town Meeting that approved of the easement, and in the interest of all parties feeling that these negotiations are seen as being done in good faith, I request that the selected Members be drawn from individuals who did not express adamant opposition to the Article.

Thank you

Jack Petropoulos

Mr. Degen said he thought the entire Board should be negotiating this. He said it could be messy and cumbersome to have them all discuss this but thought it could be also extremely cumbersome having the two dissenting members excluded as per Mr. Petropoulos's email. Ms. Manugian asked if this would be done in executive session. Mr. Haddad said that the Board's discussions would be done in executive session but that negotiations would be done in open session. Mr. Reilly said that he agreed with having the whole board discuss this. Ms. Pine said she wasn't sure why they needed to meet on this. She said that they received a very thorough appraisal and Town Meeting supported this. Mr. Degen disagreed with Ms. Pine. Mr. Degen said that Mr. Reilly voted to support bringing this to Town Meeting but may not necessarily be in favor of this. Mr. Reilly said that was correct. Ms. Manugian also agreed with the approach that had been brought up by Mr. Degen and discussed.

Mr. Haddad said that he assumed they would want to wait until after the election to schedule this as there would be a change in membership. Mr. Degen and Mr. Reilly were okay with that. The Board discussed adding an executive session on May 24th at 6pm. Mr. Giger said that he would not attend adding he would not be involved in this because his last day as a Board member was the following day. Mr. Lindemer said he wasn't sure if negotiating with 5 members was a precedent but was hoping to move this along quickly. Ms. Manugian said she was asking about dates and not about a process. She said she wasn't sure there was a precedent setting difference here. Mr. Haddad said that the final decision was the full Board and if they full Board wanted to discuss this from the start they absolutely could. Mr. Lindemer said he was willing to wait until after the election for a full Board. Mr. Degen offered a compromise that one member in support of this and one against this negotiate and bring it back to the Board. Ms. Manugian said she would still want an executive session to provide input and would schedule an executive session on June 7th.

6. Mr. Haddad said that as far as Town Meeting following up went, he was working with the Finance Team to put together the necessary documentation for the various bonding authorizations approved at Town Meeting. He said that the Middle School Track Project and Florence Roche Construction Project was dependent on the Debt Exclusion Vote at the Annual Election. He said that the Finance Team was moving forward on all debt related articles. He said that the bylaws were all sent to the AG for their approval. He said that the Town Accountant was working on setting up the new FY budget. He said they also got an email from Senator Trahan's office about preliminary uses for the \$3.3M which they were working on reviewing.
7. Mr. Haddad reviewed the Board's weekly schedule for the next few weeks.

Ms. Pine asked about interviewing Town Counsel firms in person. Mr. Haddad said he also thought they should interview them in person. There was a discussion about capacity limits in order to meet in person. Mr. Haddad said he received a suggestion to do this at the Center and thought this was a great suggestion.

8. Mr. Haddad said that they asked for a grant to study the old sportsmen club in front of the Center. He said that they received a grant from the MRPC and performed a study along with test wells. He said that they found that the property was contaminated with lead. He said that they were not the landowners, but wanted to see if it was contaminated before possibly taking the property adding that the property didn't have landowners right now as the organization was defunct. He said that the DPW covered the contaminated area and blocked it off from further contamination. He said that they were trying to work with DEP and EPA on possible state or federal funding to clean up this site. Mr. Cunningham said that they received \$38K from MRPC which was very helpful. He said that some form of remediation would be required and were exploring grant opportunities for emergency response to contaminated areas such as this. Ms. Manugian asked if there was an estimate of cleanup costs. Mr. Cunningham said that they were told it could cost 6 figures. Ms. Pine asked what they meant by covering of the area. Mr. Haddad wanted to make clear that the Town was not responsible for cleanup of this property.

Mr. Degen moved to extend the warrant signing authority of the Town Manager and Member Reilly through June 10, 2021. Ms. Pine seconded the motion. Ms. Manugian asked if Mr. Reilly was willing to continue doing this. Mr. Reilly said he was. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-abstain; Giger-aye

OTHER BUSINESS

Ms. Manugian said she asked that a discussion about a housing workshop be added to the agenda. She said she was proposing there be a workshop between the Board members. She said one idea she had was getting quotes from a consultant to help them work through the process and different levers they had available to them along with potential locations. She said she wanted to hear where her fellow board members were at.

Ms. Pine said that they were in the process of planning the housing summit and thought some of these issues might be addressed. She said she wasn't sure how what they would do would fit in with that without actually confusing it. Ms. Manugian said she didn't feel like she had those answers but that there were other peer Boards who had an interest but thought they needed some sort of coordination of the peer boards either before, during, after, she wasn't sure. She said it was May 10th and they hadn't heard anything more on the housing summit such as a date. Ms. Pine said that one of the main focuses was to bring everyone together to surface questions and hear from the public. Ms. Manugian said she didn't want to step on toes but also felt as though it was difficult to have one or two peer boards coordinate other peer boards. Mr. Degen suggested that she give this another couple of weeks. She said there was a sub committee of the Diversity Task Force (DTF) who was working with the Affordable Housing Trust (AHT) to work the details of the summit out. He said he would bring this up at the DTF meeting on Thursday and ask for an update. He said he agreed with a consultant but thought one should be brought in after the summit was held. Mr. Reilly said he was confused about who would be hiring the consultant and who was taking the lead on this. Ms. Manugian said that this was part of the confusion with who was taking the lead on this.

Mr. Haddad said that based on this discussion, they would hold off on this until they received an update on the housing summit. Ms. Pine said that there were annual reports printed about what the Housing Authority and Affordable Housing Trust were working on. Mr. Haddad said he started the Housing Trust when he was first hired and hired the Town's first Housing Coordinator. He said that there were no projects anticipated at that time and was not created because of Boynton Meadows. Mr. Degen said he agreed with Mr. Haddad. Ms. Manugian said she did not agree based on her review of minutes and dates in which things occurred. Mr. Degen said that this was the reason they needed the summit, to bring this all together. Discussion ensued.

Ms. Manugian said she thought it was up to them to make sure this was being done in a cohesive manner. Mr. Degen asked that this be tabled until after the summit.

Mr. Giger asked if there was an update on the 9 West Main Street liquor license appeal hearing. Ms. Pine said she participated in that hearing and thought the case was well prepared by Town Counsel. She said the applicant represented themselves and was late to the hearing. She said that George Barringer was a witness and spoke at length about the property history. She said that the traffic and community opinions were presented. Ms. Pine said the ABCC would take the information under advisement and closed the hearing. She said they did not have a time specified when they would make a decision by. Ms. Pine said that the applicant made the point that the property had previous licenses. Mr. Giger said he was tied up on that day but had taken 3 dozen pictures of how the property had been blocked by traffic, etc. and signed an affidavit and submitted it. Ms. Pine said that was discussed and shown.

MINUTES

Mr. Degen moved to approve the meeting minutes of April 26, 2021 and May 1, 2021 as presented. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye

Ms. Manugian adjourned the meeting at 8:35pm.

Approved: _____
Rebecca H. Pine, Clerk

respectfully submitted:
Dawn Dunbar, Executive Assistant

Date Approved: