



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

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

**SELECT BOARD MEETING
MONDAY, NOVEMBER 8, 2021
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL**

- 7:00 P.M. Announcements and Review Agenda for the Public
- 7:05 P.M. Public Comment Period
- I. 7:06 P.M. Town Manager's Report
1. Town Manager's Explanation of Agenda Items
 2. FY 2022 First Quarter Financial Update
 3. Update on FY 2022 Goals and Objectives
 4. Update on Recreational Marijuana Request for Letters of Interest
 5. Update on Fiscal Year 2023 Proposed Operating Budget
 6. Update on Select Board Meeting Schedule Through the End of the Year
- II. 7:10 P.M. Items for Select Board Consideration and Action
1. Consider Making Appointments to the Capital Planning Advisory Committee
 2. Consider Making Appointments to the TREAD Committee
 3. Discussion – Consider Developing Working Group to Review PILOTs
- III. 7:15 P.M. Public Meeting – Consider Renaming Redskin Trail
- IV. 7:45 P.M. Liquor License Violation Hearing – All-Alcoholic Beverages Package Store License
– Boston Road Market - 871 Boston Road
- OTHER BUSINESS** - Update/Clarification on Board of Registrars
- ON-GOING ISSUES** – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed
- A. Water Department – Manganese Issue – PFAS Issue
 - B. Green Communities Application and Implementation
 - C. Florence Roche Elementary School Construction Project
 - D. Bystander Training
 - E. Mask Mandate

SELECT BOARD LIAISON REPORTS

- V. Minutes: Regularly Scheduled Meeting of November 1, 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 Agenda Update/Report
Date: November 8, 2021

TOWN MANAGER'S REPORT

1. In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues, there are two scheduled Agenda Items and one matter under Other Business. First, based on a recommendation of the Diversity Task Force, we have scheduled a meeting with the residents of Redskin Trail to discuss changing the name of that Street. Enclosed with this report is a copy of the letter that we sent to the residents of Redskin Trail. According to our Bylaws, the decision to change the name is left to the Town Manager and/or Select Board. An issue that had been raised previously is the potential cost borne by the residents should the Town change the name of the Street. I had previously asked Town Counsel for an opinion on the cost. The following is Town Counsel's opinion:

"With respect to the Registry of Deeds, a street name change would not require any immediate action or cost. A change in the street name has no effect on the legal title to real property. Professional title searches are performed based on the names of the owners and legal descriptions and not by street addresses (though that option is available to the public as a convenience). Documents recorded following the street name change would reflect the new name, but this would happen in due course (refinanced mortgage, sale of property, etc.) and not as a result of the street name change. Mortgagees would need to be notified of the change by the resident, but that should not cost anything. That's the legal answer regarding costs. I could only speculate on the other costs that might be incurred. Residents would need to change their address with various vendors, service providers, utilities, etc., similar to a move, but those changes would likely require time on the phone and online rather than hard costs. Address labels, personal mailbox signs, and similar items with the street name may need to be reordered, at varying costs per resident. For a better sense of these costs, you might consider contacting a few local realtors. Some realtors handle moving minutiae for their clients and may have checklists to share."

Second, we have scheduled a Liquor License Violation Hearing for Boston Road Market, located on 871 Boston Road. Enclosed with this report is the police report concerning the violation and the notice sent to the owner of the Liquor Store. Under Other Business, Select Board Chair Pine would like to address comments made at Town Meeting concerning the Board of Registrars. Enclosed with this report is an email from Town Clerk Mike Bouchard providing some statistics relative to the Board of Registrars.

Select Board
Weekly Agenda Update/Report
November 8, 2021
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2. Enclosed with this report is the Fiscal Year 2022 First Quarter Financial Report as prepared by the Town Accountant. I would like to spend some time at Monday's meeting reviewing this Report with the Board.
3. As is our practice when reviewing the quarterly financials, I have set aside time for the Board to review the status of your FY 2022 Goals. Enclosed with this report is a status update on the goals. We can discuss this in more detail at Monday's meeting.
4. At last week's meeting, the Board voted to authorize me to send out a request for letters of interest in obtaining a Host Community Agreement to establish an Adult Use Recreational Marijuana Establishment here in Groton. I have provided the Board with a copy of the request document for your information under separate cover. We have also posted the notice and request document prominently on our website. As of the writing of this report, I have sent out the request document to three businesses. I will provide the Board with an update on interest at Monday's meeting. In addition, at last week's meeting, Select Board Member Degen questioned whether there was an Adult Care Facility located in the Four Corners General Business District and whether that would impact the issuance of a retail marijuana license at that location. To that end, we did a search to determine if there is such a business located in Four Corners. We reviewed the business records in the Town Clerk's Office and reached out to the Secretary of State's Office. There is no record of any Adult Care Facility registered in Groton. In addition, I have requested the following opinion from Town Counsel on this matter:

Hi Brian:

I need an opinion from you (ASAP) on the wording within our Marijuana Zoning Bylaw and the definition section within the Zoning Bylaw. Specifically, Section 218-10.4(C)(3) states that:

*"No marijuana establishment shall be located within 500 feet of the property boundary line of any lot in use as a preexisting public or private preschool, school providing education in kindergarten or any grades 1 through 12, junior college, college, **licensed day-care center**, church, library, park, playground, or other marijuana establishment. Distance shall be measured in a straight line from property boundary line to property boundary line."*

I have emphasized the words "licensed day-care center" in this section. The reason for this is that under the definition section of the Zoning Bylaw, the following two definitions exist:

ADULT DAY CARE: *A day services program designed to provide assistance with activities of daily living and meet the cognitive, social, physical, and medical needs of elderly clients, and provide temporary relief for their caregivers; certified, licensed, or operated under a contract administered by the Executive Office of Elder Affairs or other state agency authorized under the laws of the commonwealth.*

Continued on next page – Over >

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4. **Continued:**

CHILD CARE CENTER: *A facility, other than a private residence, operated on a regular basis and licensed by the Commonwealth of Massachusetts under MGL c. 15D to receive children not of common parentage under seven years of age, or under 16 years of age if those children have special needs, for nonresidential custody and care during part or all of the day separate from their parents. As used in this chapter, "child care center" includes a facility known as "child nursery," "nursery school," "kindergarten," "child play school," "progressive school," "child development center," or "preschool."*

There is no specific definition of a "licensed day-care center". Does this mean that a licensed day-care center is either an Adult Day Care or Child Care Center? In addition, if there is an adult day care center within 500 feet of the property line considered for a marijuana retailer, does that eliminate that site? From reading the entire 500 foot restriction section of the Bylaw, it appears the intent is to keep marijuana facilities away from Children (i.e. preschool, school providing education in kindergarten or any grades 1 through 12, junior college, college, park, playground....). It does not seem to restrict a marijuana facility from an adult day care. I do appreciate your prompt response to this request for an opinion. Please let me know if you have any additional questions.

Mark

As soon as I receive Town Counsel's Opinion, I will forward it to the Board under separate cover. The Planning Board has also added this matter to their Agenda last Thursday for discussion. I will update you of the Planning Board's opinion at Monday's meeting. I look forward to discussing this in more detail the meeting.

5. With regard to the FY 2023 Budget, I have no specific update as of the writing of this report. I will report on any new information at Monday's meeting.

6. Please see the update to the Select Board's Meeting Schedule through the end of the year:

Monday, November 15, 2021	- Update on Bystander Training - Discuss Establishing No Place for Hate - Discuss Victim Advocacy Programs - Update from Fire Chief of Staffing Model
Monday, November 22, 2021	- Potential Date for Tax Classification Hearing
Monday, November 29, 2021	No Meeting (Holiday)
Monday, December 6, 2021	- Annual Report from the Local Cultural Council
Monday, December 13, 2021	Regularly Scheduled Meeting
Monday, December 20, 2021	Regularly Scheduled Meeting
Monday, December 27, 2021	No Meeting (Holiday)
Monday, January 3, 2022	No Meeting (Holiday)
Monday, January 10, 2022	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. As stated at last week's meeting, we have received interest from several residents interested in serving on the Capital Planning Advisory Committee. There are two vacancies on the Committee. Enclosed with this report are the Committee Interest forms from four residents. The Capital Planning Committee will be meeting at 5:00 p.m. on Monday to finish interviewing applicants and vote on who to recommend for appointment to the Select Board. I will provide that recommendation to the Board at Monday's meeting.
2. As you will recall, the Select Board had previously approved the adoption of the T.R.E.A.D. program. This program allows residents to donate money to the Town that can be used to assist low-income seniors and the disabled pay their taxes. The Program is overseen by a committee of five (5) made up of the Chair of the Board of Assessors, the Treasurer/Collector and three residents appointed by the Select Board. We have received interest from three residents to serve on the Committee. I have included their Committee Interest forms with this report for your review and information. I would respectfully request that the Board appoint Louis DiMola, Paula Martin and Charles Vander Linden to the Committee.
3. During our budget preparation meeting with the Finance Committee, the issue of PILOTs was discussed and the desire to create a working group of myself, the Town Treasurer, the Town Accountant, a member of the Select Board and a member of the Finance Committee to review this issue in more detail. The Finance Committee met this past week and has designated Mary Linskey to represent them. I would ask the Board to designate a member so that we can get started. We can discuss this in more detail at Monday's meeting

MWH/rjb
enclosures



Town Manager
Mark W. Haddad

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October 26, 2021

Dear Redskin Trail Resident:

This past summer, the Diversity Task Force recommended to the Select Board that Redskin Trail be renamed. Specifically, the Diversity Task Force stated that *"when it comes to the goals of diversity and inclusion as outlined in our charge, the road named "Redskin Trail" presents a considerable issue. **We recommend in the strongest terms that the name of the road "Redskin Trail" be changed,** in consideration of the modern disparaging connotations of that term."* To that end, the Select Board would like to hold a meeting with the residents of Redskin Trail to receive feedback on changing the name and potential new names of the Street.

I am writing to invite you to a meeting with the Board for this purpose on Monday, November 8, 2021 at 7:15 p.m. in the Second Floor Meeting Room of the Groton Town Hall, 173 Main Street, Groton, MA. If you are unable to attend the meeting, written feedback would be appreciated. You can write to the Select Board (selectboard@grotonma.gov) or me (townmanager@grotonma.gov) by email, or by US mail at the above address.

The Board looks forward to meeting with or hearing from you on November 8th. In the meantime, please feel free to contact me directly with any additional questions or concerns with regards to this matter.

Sincerely,

Mark W. Haddad
Town Manger

MWH/rjb

cc: Select Board

Select Board
Town of Groton
173 Main St.
Groton MA 01450

November 2, 2021

Re: Redskin Trail

Members of the Board:

I will attend the meeting on November 8, but, unlike those who seek managerial positions and political office, I am a shy person and usually find myself reluctant to speak in public, so I will register my comments in writing that they may become part of the record in these deliberations.

My name is Jeffrey Pike. I have resided at 29 Redskin Trail for twenty-seven years. The name of the street on which I reside has been a chronic source of embarrassment to me since I took possession of my house. Had it not been the perfect house at the perfect time and price and at the perfect location wherein to raise my children, I may very well have looked elsewhere. But the address did embody those qualities, and so I compromised my ideals in the interest of my family's welfare. Now, though, I have, at hand, the opportunity to reconcile my ideals with my address.

I applaud the Diversity Task Force for recommending that Redskin Trail be renamed, and I thank the Board for agreeing to meet with my fellow residents to discuss that possibility. I stand foursquare behind the recommendation.

A decade or so ago, the Select Board also hosted the residents of Redskin Trail to discuss the possibility of renaming it. Before that meeting descended into epic farce, I did learn that at least some residents had concerns about and objections to renaming the street for reasons other than naked racism (although I know from personal experience that naked racism does exist on the street, as it likely does on nearly every street in the Town).

Consider every place your address is registered, that officially qualifies who and where you are, and consider the custodians of those records. If the street is renamed, we, its residents, in order to put our personal records in order, will be forced to deal with numerous faceless, stonewalling, coldhearted, arrogant, hostile bureaucracies - banks, insurance companies, credit card processors, utilities, health care providers, mortgage and title holders, government agencies, student loan servicers - who will gleefully impose fees and time limits, demand that we complete endless forms, and then reject them for failing to dot an "i", all the while refusing to acknowledge and correct the mistakes they surely will make without recourse on our part to legal action, and which mistakes, while minor to those institutions, could cause major havoc to our home ownership and finances down the road. Contrary to Ms. Manugian's impression, we will, indeed, accrue costs, in time, in due diligence, and in actual money. That prospect could cause even the most progressive among us to quail.

Although I am grateful to Mr. Degen for recognizing these costs and offering Town funds to underwrite them, I think, rather, this is a process that should engage the entire Town. Groton takes great pride in its charity, that its citizens stand ready to aid those in need of it. Here is one more opportunity to demonstrate that charity, and in a profoundly just cause. Some suggestions:

- Start a Go Fund Me campaign, originate an application process, and appoint a voluntary fiduciary agent to oversee the dispersal of its proceeds to help us defray the monetary costs.
- Establish a database with the addresses, telephone numbers, email addresses, links, and contact names for every institution with which we may need to treat.
- Assemble a slate of attorneys who would be willing to offer legal advice and services, pro bono.
- And maybe a cadre of counselors to help us deal with the inevitable stress.

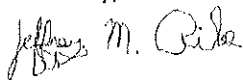
Through these efforts, every citizen who participates will gain satisfaction from knowing that the Town, partially through their efforts, has been made better off.

As well, if you can offer succor to the residents of my street, you may very well gain their goodwill and negate the arguments of those who accuse you of political correctness run amok, of having this decision shoved down their throats, because, inevitably, some will make those arguments. I am sure the interests of the members of the Select Board and the Town Manager lie in avoiding confrontation, rancor, and bad will, and by demonstrating that the Town wants to support us, you stand a good chance of succeeding in preserving your interests.

We, the residents, will bear the burden and do the work, the interfacing with those bureaucracies to set our records in order, and after the last form is signed, the last "t" crossed, the last "i" correctly dotted, take satisfaction in a job well done and bask in the goodwill of our fellow Grotonians.

Thank you for your time.

Sincerely,

A handwritten signature in cursive script that reads "Jeffrey M. Pike".

Jeffrey Pike
29 Redskin Trail



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Town Manager
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October 27, 2021

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Mr. Piyush Patel, Owner
Omahi Realty LLC, DBA Boston Road Market
871 Boston Road
Groton, MA 01450

Re: Alcoholic Beverages License – Notice of Hearing
Monday, November 8, 2021 – 7:45 P.M.

Dear Mr. Patel:

On Monday, November 8, 2021, at 7:45 p.m. the Groton Select Board will hold a hearing pursuant to G.L. c. 138, s. 23 to discuss your All-Alcoholic Beverages Package Store License for Boston Road Market, 871 Boston Road, Groton, MA. The hearing will be held in the Second Floor Meeting Room, Groton Town Hall, 173 Main Street, Groton, MA 01450.

The hearing will concern the October 22, 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 an underaged individual was able to purchase alcoholic beverages.

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 your All-Alcoholic Beverages Package Store License. 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. If you have any questions, please contact this office.

Sincerely,

Mark W. Haddad
Town Manager

MWH/rjb
cc: Select Board
Michael Luth – Chief of Police



Groton Police Department
Case Report

Page: 1
10/26/2021

Incident #: 21GRO-588-OF
Call #: 21-36373

Date/Time Reported: 10/22/2021 1802
Report Date/Time: 10/22/2021 2125
Status: Incident Open

Reporting Officer: Sergeant Kevin Henehan
Approving Officer: Sergeant Kevin Henehan

Signature: _____

Signature: _____

#	OFFENSE(S)	ATTEMPTED	TYPE			
	LOCATION TYPE: Convenience Store BOSTON RD MARKET 871 BOSTON RD GROTON MA 01450	Zone: Groton Sector 1				
1	LIQUOR, PERSON UNDER 21 PROCURE 138/34A/C 138 34A OCCURRED: 10/22/2021 1802	N	Misdemeanor			
2	LIQUOR TO PERSON UNDER 21, SELL/DELIVER 138/34 138 34 OCCURRED: 10/22/2021 1802	N	Misdemeanor			
#	PERSON(S)	PERSON TYPE	SEX RACE	AGE	SSN	PHONE

Groton Police Department

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NARRATIVE FOR SERGEANT KEVIN HENEHAN

Ref: 21GRO-588-OF

Entered: 10/22/2021 @ 2147 Entry ID: KH2008
Modified: 10/22/2021 @ 2237 Modified ID: KH2008
Approved: 10/22/2021 @ 2249 Approval ID: KH2008

On Friday, October 22, 2021, I, Sgt. Kevin Henehan was assigned to uniformed patrol duties in marked police vehicle #S1 for the Town of Groton. I was the supervisor for the 3:00 PM to 11:00 PM shift.

At approximately 6:00 PM, I had pulled into the business parking lot of 871 Boston Road the Boston Road Market Liquor Store with the intent of performing a area business check. As I pulled my cruiser into the lot my attention was immediately drawn to a young, caucasian male who had just exited the front entrance of the store. In my judgement the male party looked to be a teenager. I observed the male party was cradling a 1.75 Liter of a clear beverage in his right hand as well as carrying what appeared to be two large cans in his left.

I pulled into a parking space directly in front of the store, a few feet away from the young male and we immediately made eye contact. I had my windows rolled down and called out to the young male to speak with me. He approached my open passenger side window and appeared visibly nervous, his hands were shaking and his voice trembled when he spoke.

I asked if he was in fact twenty-one years old, as from my close vantage point I could clearly identify the items he was carrying as alcoholic beverages. He identified himself as [REDACTED] of [REDACTED] Littleton, MA. He was forthcoming and cooperative and admitted that he was in fact an eighteen year old [REDACTED], senior who attends Littleton High School. [REDACTED] stated that he had just purchased the following items from a clerk inside the store whom he described as a african american female, in her thirties. [REDACTED] handed me the following items that he had purchased; 1.75 Liter of Rubinoff Raspberry Vodka, two 25 ounce cans of Natty Daddy Beer and a 10 pack of 50ml Fireball Cinnamon Whisky. The items were confiscated (with permission from [REDACTED] mother, [REDACTED]) and were labeled and submitted into the property room as evidence.

[REDACTED] stated to me that he did not provide the clerk any identification this evening as she had not requested him to do so. [REDACTED] did not request the receipt. [REDACTED] stated that he does have a fraudulent Massachusetts Driver's License which he reached into his wallet and handed to me. The fraudulent I.D. was seized and submitted into evidence. He stated that he purchased the fraudulent I.D. online for \$30.00. [REDACTED] stated that he did not provide his fraudulent I.D. to the clerk this evening but has done so in the past. He explained that he has made prior alcohol purchases from Boston Road Market Liquors, sometimes using his fraudulent I.D. and sometimes without. [REDACTED] estimated he has made approximately fifteen to twenty purchases over the past year at this establishment. I requested [REDACTED] submit a voluntary written statement summarizing our conversation which he agreed to do so (see attached).

While speaking with [REDACTED] I noticed that there was a young man sitting in the passenger seat of his parked vehicle. That male was identified as [REDACTED] of [REDACTED] [REDACTED] is a seventeen year old [REDACTED], senior who also attends Littleton High School.

I instructed [REDACTED] to contact his mother and request that she arrive on scene to take custody of her teenage son. [REDACTED] arrived on scene and was provided an update on wha had transpired. In her presence I spoke with both young men with regards to the liquor laws they had violated as well as the potential legal consequences of their actions. Both youths were truthful, took responsibility and appeared remorseful. [REDACTED] agreed to speak with [REDACTED] parents regarding my findings. I advised [REDACTED] that I would not be filing any criminal charges and that I was confident his parents will appropriately address his actions.

Groton Police Department

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NARRATIVE FOR SERGEANT KEVIN HENEHAN

Ref: 21GRO-588-OF

Entered: 10/22/2021 @ 2147	Entry ID: KH2008
Modified: 10/22/2021 @ 2237	Modified ID: KH2008
Approved: 10/22/2021 @ 2249	Approval ID: KH2008

██████████ was provided my business card in case she had any additional questions. I advised that I could photograph the alcohol for the purposes of this report, but she requested that GPD confiscate and destroy the alcohol. ██████████ took custody of ██████████ and ██████████ and left the scene.

I entered the liquor store and made contact with the clerk, identified as Ms. Michelle Frias, whom matched the provided description. Before speaking with Ms. Frias I asked to speak with the store manager. At the time Ms. Frias was on her cell phone with the owner, whom she identified as Mr. Piyush Patel. She offered for me to speak with him and handed me the phone. I spoke briefly with Mr. Patel, confirming that he was the owner of the liquor store. I advised him of what had transpired and notified him that I would be filing a report which would be reviewed by my superiors. I also advised that it was a definite possibility that both the Massachusetts Alcoholic Beverages Control Commission as well as the Groton Select Board maybe notified of this incident. Mr. Patel stated that he instructs his employees to request identification and that he will review his interior video monitoring cameras in an attempt to seek documentation of this alleged transaction. I handed the phone back to Ms. Frias.

I spoke briefly with Ms. Frias who stated that she did not specifically recall the transaction with ██████████ which had taken place approximately forty-five minutes prior. She stated that normally she requests identification but occasionally does not. I reminded her that she is legally obligated to request identification from all customers. She stated that she understood and would do so from this point forward. I explained that this incident would be documented.

End of report.

Michael Bouchard

From: Michael Bouchard
Sent: Monday, November 1, 2021 2:54 PM
To: Becky Pine
Subject: Board of Registrars

Hi Becky,

I've gone through the annual reports and cross referenced with the voter registration system to determine the political party of the registrars. Here are my findings:

1986-1988	3 years	2 Rep	1 Dem	plus Tom Park as Town Clerk – party not determined (either U or D)
1989-1997	9 years	1 Rep	2 Dem	1 Unenrolled (Town Clerk)
1998-2013	16 years	2 Rep	1 Dem	1 Unenrolled (Town Clerk)
2014-2021	8 years	1 Rep	2 Dem	1 Unenrolled (Town Clerk)

Prior to 1986 predates the reach of the VRIS system, which is the only practical way for me to determine party affiliation. Even some of these earlier years, personal knowledge and deduction have come into play. I am confident in this reported data from these early years.

I never remember any "agreement" that party make-up of the Registrars would alternate. I do remember a suggestion to that effect some years ago, probably around the 2014-2015 timeframe. I don't believe there was an "agreement".

Town enrollment: The VRIS system is designed to report on voters currently registered in Groton, and their past history. It does not report historically on people who have since moved or deceased. The reports I sample for 1995 and 2005 significantly undercount the number of people still registered here that also resided here then. For example, I am very sure that more than 97 currently registered voters resided in town in 2005. That data can not be trusted.

However, the town reports list the following party registration:

1985	762 Dem 21%	721 Rep 20%	2091 "Independents"	59%
1995	1027 Dem 22%	961 Rep 20%	2663 Unenrolled	57%
2005	1564 Dem 23%	1301 Rep 19%	3745 Unenrolled	56%
2021	1877 Dem 22%	1030 Rep 12%	5572 Unenrolled	66%

Quick view of Groton registered voter growth

1985	3574	
1995	4651	30% increase
2005	6610	42% increase from 1995
2021	8479	28% increase from 2005

Please let me know if any questions/suggestions.

Mike



Town of Groton
General Fund Statement of Revenues & Expenditures
September 30, 2021

	Current Budget FY22	July - Sept Actual FY22	Variance to FY22 Budget	1st Qtr % of Budget	Final FY21 Budget	July - Sept Actual FY21	1st Qtr Variance to FY21 Budget	1st Qtr % of Budget	% of Budget Change	Notes
Revenue										
State Aid (Lottery/Exempts/Van)	1,002,840	264,232	(738,608)	26.35%	950,546	234,107	(716,439)	24.63%	106.98%	
Motor Vehicle/Boat Excise	1,665,312	183,060	(1,482,252)	10.99%	1,555,341	180,952	(1,374,389)	11.63%	94.50%	
Local Option Meals Tax	175,000	54,707	(120,293)	31.26%	100,000	25,884	(74,116)	25.88%	120.79%	Meals Tax impacted by Covid FY21
Local Option Room Occupancy Tax	75,000	34,303	(40,697)	45.74%	50,000		(50,000)	0.00%	#DIV/0!	Room Tax impacted by Covid FY21
Penalties and Interest on Taxes	120,000	33,090	(86,910)	27.58%	110,000	44,227	(65,773)	40.21%	68.59%	
Payments in Lieu of Taxes	265,000	0	(265,000)	0.00%	265,000	60,000	(205,000)	22.64%	0.00%	LA FY20 Pilot rec'd 1st Qtr FY21
Other Charges for Service (Dunst)	82,000	50	(81,950)	0.06%	82,000	350	(81,650)	0.43%	13.95%	
Country Club Revenue	600,000	145,790	(454,210)	24.30%	491,045	171,273	(319,772)	34.88%	69.67%	Rainy conditions July/Aug FY22
Fees (incl Van vouchers)	340,000	149,986	(190,014)	44.11%	306,000	133,567	(172,433)	43.65%	101.05%	
Rentals (Cell Towers)	28,000	16,378	(11,622)	58.49%	40,000	13,625	(26,375)	34.06%	171.73%	
Library Fines	5,000	169	(4,831)	3.38%	6,000	420	(5,580)	7.00%	48.29%	Library Fines discontinued for FY22
Other Departmental Revenue	775,000	198,052	(576,948)	25.56%	725,000	344,100	(380,900)	47.46%	53.86%	GELD 4th Qtr FY20 rec'd in FY21
Licenses and Permits	300,000	111,636	(188,364)	37.21%	300,000	98,709	(201,291)	32.90%	113.10%	Bldg/Mech Inspections up \$7k in FY22
Fines and Forfeits	20,000	5,855	(14,145)	29.28%	20,000	4,405	(15,595)	22.03%	132.91%	Court Fines (Police) up in FY22
Investment Income	40,000	11,189	(28,811)	27.97%	40,000	11,310	(28,690)	28.28%	98.90%	
Misc Non-recurring (State Aid)	0	0	0		0	0	0			
Misc (Bond Prem Amort & Other)	0	11,085	11,085	#DIV/0!	894		(894)	0.00%	#DIV/0!	FY22 Vendor Refunds/Recyc,AgncyReclass
Enterprise Allocation for Indirects	271,148	69,865	(201,283)	25.77%	256,264	48,762	(207,502)	19.03%	135.42%	
Real Estate and Personal Prop	36,099,308	8,810,974	(27,288,334)	24.41%	34,849,318	8,502,629	(26,346,689)	24.40%	100.04%	
Total Revenue	41,863,608	10,100,421	(31,763,187)	24.13%	40,147,408	9,874,320	(30,273,088)	24.60%	98.09%	
Expenditures (Operating Expenses)										
General Government	2,606,266	797,580	1,808,686	30.60%	2,618,038	740,738	1,877,300	28.29%	108.17%	
Public Safety General Fund**	4,362,268	1,154,077	3,208,191	26.46%	4,385,631	940,596	3,445,035	21.45%	123.36%	No Grant Support FY22
Department of Public Works	2,202,359	412,074	1,790,285	18.71%	2,333,953	361,448	1,972,505	15.49%	120.79%	
Culture, Rec, & Citizen's Svcs	1,660,560	495,660	1,164,900	29.85%	1,694,400	406,028	1,288,372	23.96%	124.58%	CC program restoration
Employee Benefits and Other*	4,339,499	2,868,485	1,471,014	66.10%	3,967,369	2,553,943	1,413,426	64.37%	102.69%	
Total Operating Expenses	15,170,952	5,727,876	9,443,076	37.76%	14,999,391	5,002,753	9,996,638	33.35%	113.22%	
**\$301,603 = Dispatch Grants Awarded for FY21, \$27,154 offset to Dispatch Budget thru 9/30/20										
Expenditures (Non -Operating Exp.)										
Special Articles Voted for Current Yr	545,000	40,144	504,856	7.37%	573,870	5,091	568,779	0.89%	828.09%	
PY Articles/Enc(SeeUse of Enc Below)	549,285	67,229	482,056	12.24%	553,519	93,282	460,237	16.85%	72.64%	
Education	25,047,906	6,463,845	18,584,061	25.81%	23,680,684	5,920,171	17,760,513	25.00%	103.24%	
Debt Service	1,797,713	98,275	1,699,438	5.47%	1,737,302	101,926	1,635,376	5.87%	93.19%	
Intergovernmental (State Offsets)	97,077	24,269	72,808	25.00%	94,829	23,707	71,122	25.00%	100.00%	
Total Non - Operating Expenses	28,036,981	6,693,762	21,343,219	23.87%	26,640,204	6,144,177	20,496,027	23.06%	103.51%	
Excess (Deficiency) Before OFS&U	(1,344,325)	(2,321,217)	(976,892)	172.67%	(1,492,187)	(1,272,610)	219,577	85.28%	202.47%	
Other Financing Sources										
Transfers from Other Funds	992,298	992,298	0	100.00%	1,082,815	1,082,815	0	100.00%	100.00%	CapStab/EMS Receipts
Use of Avail. Funds: Encumbrances	549,285	549,285	0	100.00%	553,045	553,045	0	100.00%	100.00%	Funded in Prior Fiscal Year
Avail. Funds: F. C./Overlay Surplus	467,679	467,679	0	100.00%	528,849	528,849	0	100.00%	100.00%	
Total OFS	2,009,262	2,009,262	0	100.00%	2,164,709	2,164,709	0	108.52%	92.15%	
Other Financing Uses										
Overlay & Deficits to be Raised	321,691	321,691	0	100.00%	289,466	289,466	0	100.00%	100.00%	Sno&Ice/Library Offset/Overlay/RecapDebt
Transfers to Other Funds	340,268	340,268	0	100.00%	376,718	375,368	1,350	99.64%	100.36%	Stabilization/OPEB/Capital Projects BANS
Total OFU	661,959	661,959	0	100.00%	666,184	664,834	1,350	99.80%	100.20%	
Excess (Deficiency) Incl. OFS&U	2,978	(973,914)	(976,892)		6,338	227,265	220,927			

Town of Groton
General Fund Statement of Revenues & Expenditures
September 30, 2021

	Current Budget FY22	July - Sept Actual FY22	Variance to FY22 Budget	1st Qtr % of Budget	Final FY21 Budget	July - Sept Actual FY21	1st Qtr Variance to FY21 Budget	1st Qtr % of Budget	% of Budget Change	Notes
Salaries/Wages Expenditures by Function of Government										
General Government:										
BOS/Town Manager	342,457	93,160	249,297	27.20%	361,282	79,524	281,758	22.01%	123.58%	
Accountant	147,273	39,848	107,425	27.06%	147,020	34,326	112,694	23.35%	115.89%	
Assessors	141,763	37,321	104,442	26.33%	145,256	33,652	111,604	23.17%	113.64%	
Treasurer/Collector	200,693	60,386	140,307	30.09%	218,706	49,234	169,472	22.51%	133.67%	
Personnel	82,822	23,193	59,629	28.00%	84,313	21,545	62,768	25.55%	109.59%	
Information Technology	177,510	47,925	129,585	27.00%	178,120	42,040	136,080	23.60%	114.41%	
Town Clerk/Elections	162,394	41,558	120,836	25.59%	178,939	45,047	133,892	25.17%	101.67%	
Land Use Conservation Comm.	69,481	19,457	50,024	28.00%	71,470	17,621	53,849	24.66%	113.54%	
Land Use Inspection Services	185,583	47,393	138,190	25.54%	221,045	62,546	158,499	28.30%	90.25%	FY21 includes Bldg Insp Retirement costs
Land Use (Planning/ZBA)	105,033	23,527	81,506	22.40%	106,893	26,079	80,814	24.40%	91.80%	ZBA wage not paid out FY22
Total General Government	1,615,009	433,768	1,181,241	26.86%	1,713,044	411,614	1,301,430	24.03%	111.78%	
Public Safety:										
Police Department	2,251,172	626,266	1,624,906	27.82%	2,227,198	502,194	1,725,004	22.55%	123.37%	
Fire Department/EMS	1,240,821	304,213	936,608	24.52%	1,238,244	240,433	997,811	19.42%	126.26%	
Dispatch (paid from Gen Fund) **	423,552	146,785	276,767	34.66%	416,823	109,175	307,648	26.19%	132.34%	No Grant Support FY22
Animal Cntrl/Dog Officer	19,164	5,160	14,004	26.93%	19,164	4,422	14,742	23.07%	116.73%	
Total Public Safety	3,934,709	1,082,424	2,852,285	27.51%	3,901,429	856,224	3,045,205	21.95%	125.33%	
Department of Public Works:										
Municipal Buildings	149,751	40,355	109,396	26.95%	150,647	32,268	118,379	21.42%	125.82%	
Highway	770,241	202,284	567,957	26.26%	822,518	174,899	647,619	21.26%	123.52%	
Snow & Ice	140,000	0	140,000	0.00%	140,000	0	140,000	0.00%	#DIV/0!	
Parks	0	3,177	(3,177)	0.00%	0	0	0	#DIV/0!	#DIV/0!	Budget Approved at FTM FY22
Solid Waste	142,722	35,993	106,729	25.22%	143,243	29,396	113,847	20.52%	122.90%	
Total DPW	1,202,714	281,809	920,905	23.43%	1,256,408	236,563	1,019,845	18.83%	124.43%	
Culture, Rec. & Citizen's Svcs:										
COA/COA Van	205,706	36,991	168,715	17.98%	214,783	43,012	171,771	20.03%	89.77%	Director Position vacant July FY22
Vets Svcs/Water Safety/Graves	10,450	3,860	6,590	36.94%	9,450	1,154	8,296	12.21%	302.54%	
Library	691,982	178,906	513,076	25.85%	739,323	145,776	593,547	19.72%	131.09%	
Country Club	312,214	127,114	185,100	40.71%	279,660	85,381	194,279	30.53%	133.34%	
Total Culture, Rec. & Citizen's Svcs	1,220,352	346,871	873,481	28.42%	1,243,216	275,323	967,893	22.15%	128.31%	
Grand Total Salaries & Wages	7,972,784	2,144,872	5,827,912	26.90%	8,114,097	1,779,724	6,334,373	21.93%	122.66%	
Benefits:										
County Retirement	2,385,255	2,385,255	0	100.00%	2,090,289	2,090,289	0	100.00%	100.00%	
Health / Life Insurance *	1,809,244	450,759	1,358,485	24.91%	1,727,080	435,442	1,291,638	25.21%	98.81%	
Other Benefits (Medicare/Unemplmnt)	145,000	32,471	112,529	22.39%	150,000	28,212	121,788	18.81%	119.03%	Medicare match trending up FY22
Total Benefits	4,339,499	2,868,485	1,471,014	66.10%	3,967,369	2,553,943	1,413,426	64.37%	102.69%	
Total Salaries/Wages/Benefits	12,312,283	5,013,357	7,298,926	40.72%	12,081,466	4,333,667	7,747,799	35.87%	113.52%	

** \$145,245 = Dispatch Wage Grants Awarded for FY21; \$0 offset to Dispatch Buget thru 9/30/20

FISCAL YEAR 2022 GOALS OF THE GROTON SELECT BOARD

1. Environnemental (Contamination) Issues (PFAS, GEMS Site, Conductorlab, etc.)
Select Board Member Assigned: Peter Cunningham and Joshua Degen

Goal: Monitor/Manage efforts to mitigate contamination and protect public health. Become better informed as a Board to the emerging environmental issues that are/will confront Groton.

Measurable Benchmark: Schedule a workshop with representatives of the Board of Health, Planning Board and/or Conservation Commission and/or Water Commissioners as appropriate by December 1st to discuss any environmental issues facing Groton. Develop monitoring plan to keep Board apprised of steps taken to address said issues.

11-8-21 Update: While we have not scheduled a workshop, the Town has stayed on top of the two most impactful environmental issues facing the Town. The EPA has taken over the testing and monitoring of the former Squannacook Sportsmen Club in West Groton. A Phase II Environmental Site Assessment has been drafted and will be filed with the EPA. With regard to the other impactful environmental issue, the Water Department continues to monitor for PFAS. The most recent testing (within the last two weeks) shows levels well below state and federal standards.

2. Taxpayer Burden /Costs of Government
Select Board Member Assigned: Alison Manugian

Goal: Develop Programs to Alleviate Taxpayer Burden, including:

1. Review Potential Home Rule Legislation to assist in providing tax relief for the most vulnerable portions of the population.
2. Review existing PILOT agreements and consider further action and consider negotiating new agreements with other non-profit organizations.
3. Staff new TREAD committee to provide taxpayer relief.
4. Investigate the possibility of taxing short-term rental properties.
5. Develop creative three-year collective bargaining with all units.

Measurable Benchmark: Report back to the Board after meeting with the Select Board, Treasurer/Collector, Principal Assessor, Town Accountant and Finance Committee to discuss developing criteria/ideas for additional sources of revenue to offset property tax burden. The Town Manager and his bargaining teams meets with the Select Board and Finance Committee by October 31, 2021 to receive guidance on the upcoming Collective Bargaining Sessions with all seven (7) bargaining units.

11-8-21 Update: On Monday's Agenda are two items relative to this goal. First, the Board will be appointing the TREAD Committee and establishing a PILOT review working group. In addition, the Town Meeting approved the retail sale of recreational marijuana. The Select Board has authorized issuing a Request for Letters of Interest for companies willing to enter into an HCA with the Town. This could lead to additional operational revenues in FY 2024. In addition, the Select Board and Finance Committee has provided guidance to the Town Manager for Collective Bargaining.

3. Affordable Housing and Housing Diversity
Select Board Member Assigned: Rebecca Pine

Goal:

Support the work of the Affordable Housing Trust, the Groton Housing Authority, and the Housing Partnership to make tangible progress on increasing the number of Affordable Housing Units on the MA Subsidized Housing Inventory (SHI). Work with the Planning Board to address MBTA Housing Choice Community requirements for increased housing density and housing diversity, and to pass new Zoning which maximizes the number of affordable units required. Facilitate coordination and collaboration between all Groton housing committees and stake holders. Promote public engagement efforts to build community support for Housing Diversity. Support and participate in the next Housing Summit.

Measurable Benchmark:

As this is a two-year goal, the benchmark will be developed as progress is made. Benchmarks may include identifying properties for affordable housing, supporting warrant articles to create more Affordable Housing and issuing RFP's for the creation of affordable housing.

11-8-21 Update:

Originally, the Fall Town Meeting was to amend our zoning bylaw to address the MBTA Housing Choice Community requirements. The Deluxe Property on Main Street was set to be the site covered by this zoning. Due to the timing and the lack of general guidance from the State, the article was withdrawn. The Town will have to revisit this issue once the state issues its guidelines. With regard to the Deluxe Property redevelopment, the new owners are planning a Chapter 40B application that will require 25% of the housing developed to be affordable. At Town Meeting, a Citizens' Petition Article as approved that authorized the Select Board to transfer a parcel to the Housing Authority with the intent of developing affordable housing on that site. That transfer is underway. Finally, the Affordable Housing Trust has begun their review of Town owned parcels that may lead to an affordable housing project.

4. Promote Economic Development
Select Board Member Assigned: John Reilly and Peter Cunningham

Goal:

Support Economic and Commercial activity related to increased visitor traffic in Groton from Indian Hill Music Center. Develop Overall Transportation Improvements, including:

1. Increase Public Transportation Available in Groton (bus, ride-share, etc.).
2. Update Parking Study and determine if more parking is needed in the Town Center.
3. Create a sidewalk extension to both Gibbet Hill Trailhead and Indian Hill Music Center.

Measurable Benchmark:

To address these various goals, take the following steps:

1. Working in conjunction with our State Senator and State Representative, and the Montachusett Regional Planning Agency and Lowell Regional Transportation Agency, investigate additional public transportation options available to Groton residents and businesses, and report back to the Board by March 1, 2022.

2. Review existing Parking Study and identify current public parking locations/spaces in the Town Center. Identify potential needs and funding sources for increased parking. Take action as necessary.
3. Town Manager to work with DPW Director and Capital Planning Advisory Committee, as well as the Complete Streets Committee, to include sidewalk extensions to Gibbet Hill Trailhead and Indian Hill Music Center to improve pedestrian safety.
4. Meet with the Groton Business Association's *Destination Groton* Planning Group before November 30, 2021 to hear their recommendations and consider supporting/taking action on the recommendations by January 31, 2022.

11-8-21 Update:

The Select Board met with the Destination Groton Committee and voted to create a Destination Groton Committee. A charge was adopted by the Board and the Town is currently seeking applicants to serve on the Committee. The Town resubmitted a Complete Streets Application to install sidewalks on Route 40 extending to the Gibbet Hill Trailhead and West Main Street from West Groton Center to the Groton Center. Select Board Member Degen has reached out to Senator Kennedy's Office to determine the viability of receiving state funding to install a sidewalk on Old Ayer Road from Boston Road to the new Groton Hill Music Center.

Mark Haddad

From: Mark Haddad
Sent: Tuesday, October 19, 2021 8:42 AM
To: David Manugian
Cc: Dawn Dunbar
Subject: Fwd: New Committee Interest Form Entry

FYI

Sent from my iPhone

Begin forwarded message:

From: Town of Groton <mchiasson@townofgroton.org>
Date: October 19, 2021 at 8:40:28 AM EDT
To: Select Board <selectboard@grotonma.gov>
Subject: New Committee Interest Form Entry

Name

Phil Francisco

Phone Number

[REDACTED]

Email

[REDACTED]

What Committee Are You Interested In Joining?

Town Capital Planning Advisory Committee

Please give us a brief explanation of why you are interested

Hi. My wife and I are a long-time residents of town - we've lived here for over 32 years now and raised a wonderful family here. Now that I've left the corporate world in executive leadership roles with start-ups and major public companies alike, I want to dedicate some of my time back to the town that we've grown to care so much for. As a corporate executive leading both high-tech product and marketing teams, I had responsibility for both capital and operational budget requirements across our areas of the business. While it was not directly aligned with the typical capital expenditures of the Town (i.e., police cruisers/fire trucks, snow plows, capital expenditures for the Country Club, etc.), it required rigor and an understanding of budget management and future/growth planning. Thank you very much for your consideration for a role on the advisory committee.

Best regards,

- Phil Francisco

Sent from [Town of Groton](#)

Mark Haddad

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Monday, October 18, 2021 8:45 PM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Michael Sulprizio

Phone Number

[REDACTED]

Email

[REDACTED]

What Committee Are You Interested In Joining?

Capital Planning Committee

Please give us a brief explanation of why you are interested

I am new to Groton having moved here 7 months ago with my wife and two elementary school aged daughters. I have already witnessed the work of this committee through the great capital investment that was recently approved for the new elementary school and I am excited to witness this great project take shape. I am looking to ways to be involved and contribute to this great community. I have been in public service for almost 20 years and enjoy it very much. I have developed, managed and overseen \$30 million capital budgets during my time working for the City of Boston. I also help create and manage the

capital budget for the City of Salem, MA where I currently work as the Business Manager for the Engineering Department. I have experience with capital planning and spending within a municipality and feel I can bring alot to the committee.

Sent from [Town of Groton](#)

Mark Haddad

From: Gregg Ganley <[REDACTED]>
Sent: Wednesday, October 20, 2021 9:07 AM
To: Select Board
Subject: Capital board advisory interest

Good morning,

My name is Gregg Ganley and I live at [REDACTED] Groton MA. It is my understanding that this board has two vacant positions and I would like to offer my time to participate. My background is a technical engineer and architect working in high tech as my day job. Outside of work, I am active in my yard, home and neighborhood performing all manner of activities from grass mowing, rototilling fields, log splitting, home repairs from electrical, to plumbing, to carpentry. Presently, I am a volunteer for Groton Trails maintaining the Pacer Way Elides conservation trails, cutting grass, clearing over growth, and maintaining sign posts. In Lovell Maine, I am the Road Commissioner for our vacation home association for the past 7 years. This work involves me working with contractors to arrange large equipment and contractors to repair the road and keep it clear of winter snow. Lastly, my Dad and Grandfather were both mechanical engineers and so I grew up immersed in equipment, mechanical repairs, and understanding the field extensively.

Given this background, I would be very comfortable performing the duties as well as I feel I would be a valuable, contributing member of the Capital Board Advisory. I would be glad to discuss in more details anytime desired.

Best,
—Gregg Ganley

[REDACTED]
Groton Ma 01450
[REDACTED]

Mark Haddad

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Thursday, November 4, 2021 9:08 AM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Jamie McDonald

Phone Number

[REDACTED]

Email

[REDACTED]

What Committee Are You Interested In Joining?

Capital Planning

Please give us a brief explanation of why you are interested

This is my second year being a Groton resident and I really want to contribute to the beautiful community I now call home. I work as a senior project manager for a construction firm and have dedicated my career to capital projects. My first hand knowledge and expertise in capital planning and construction will be a great contribution on my part to our town and community.

Mark Haddad

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Tuesday, November 2, 2021 6:32 AM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Louis DiMola

Phone Number

[REDACTED]

Email

[REDACTED]

What Committee Are You Interested In Joining?

TREAD

Please give us a brief explanation of why you are interested

These are very difficult times for seniors with limited and fixed incomes.
If property taxes can be lightened then let's find a fair way to do that. Louis

Sent from [Town of Groton](#)

Mark Haddad

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Thursday, October 28, 2021 11:31 AM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Paula Martin

Phone Number

[REDACTED]

Email

[REDACTED]

What Committee Are You Interested In Joining?

TREAD

Please give us a brief explanation of why you are interested

The COA was asked for a board member representative. At the board meeting on 10/18/21 I volunteered & was chosen as that representative.

I have lived in Groton since 1993. I worked at the Groton Town Hall for 20+ years and am still active in various areas of Town government. I welcome the opportunity to develop & provide the growing 'over 60' population with a new way to help lessen the ever increasing real estate taxes.

Mark Haddad

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Monday, November 1, 2021 8:49 PM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Charles Vander Linden

Phone Number

[REDACTED]

Email

[REDACTED]

What Committee Are You Interested In Joining?

Tread Committee

Please give us a brief explanation of why you are interested

I am prepared to work with others on a committee to assist in the design of a program to provide property tax relief to elders who are in need. I trust that I can be of assistance.

Sent from Town of Groton

**SELECT BOARD MEETING MINUTES
MONDAY, NOVEMBER 1, 2021
UN-APPROVED**

SB Members Present: Rebecca H. Pine, Chair; Alison S. Manugian, Vice Chair; Peter S. Cunningham, Clerk; Joshua A. Degen, Member; John F. Reilly, Member
Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant; Patricia Dufresne, Town Accountant; Melisa Doig, HR Director;

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

ANNOUNCEMENTS

Mr. Cunningham said that the Groton Center would be hosting a COVID vaccination clinic on Wednesday in conjunction with Ayer Family Pharmacy. He outlined the criteria for receiving a booster or an initial shot.

Ms. Pine said that they had an ongoing issue with a number of complaints relative to a sign on Gay Road. Mr. Haddad said that they had received 20-25 complaints about a profane sign on the property relative to the President. He said that they looked at court cases, ACLU cases who all upheld the signs displaying negative offensive profanity about the President. He said that the Building Commissioner asked the homeowner to consider taking the sign down, adding he would not. Ms. Pine read a statement in the record regarding this.

Ms. Manugian asked if they had the ability to exclude profanity in their regulations. Mr. Haddad said that Town Counsel asked what the sign bylaw said but was not sure what they could limit as far as political signs. Mr. Cunningham said it was unfortunate but encouraged the homeowner to reflect on what his message was.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that the Board had previously established a mask mandate for all Town employee's and Town Buildings. He said he wanted to spend some time reviewing the mandate and establishing criteria in which the Select Board would consider removing the mandate, noting that the Department of Education had extended the universal mask mandate for most public schools through January 15, 2022. He said he had spoken with the Fire Chief who had recommended that when the Town hit a rolling average of under 20 cases over a 14-day period, the Board consider removing the mandate. Mr. Haddad said that they had 20 cases when the mask mandate was instituted.

Mr. Haddad respectfully requested that the Board consider removing the mask mandate for members of their Police and Fire Departments adding this requirement would not change the Fire Department policies that requires the use of masks while caring for the sick and injured. He said he had been approached by the Police Union about removing the mandate due to the difficulty their officers have when dealing with the public in many of their duties, most of which were outdoor. He said that voice commands, among other things were difficult to understand when masked. He added that all of their officers and firefighters were fully vaccinated.

Ms. Manugian asked what he envisioned if they were to go lower than 20 cases for a couple of weeks and go up again. Mr. Haddad said that he hated to bounce back and forth but that was a possibility. Mr. Degen asked if the Board of Health had had a chance to weigh in. Mr. Haddad said that all along, when he had come to the Board with a recommendation, he had gone to the Fire Chief for his guidance on this. Mr. Degen said he would like to see a recommendation from the Board of Health. Mr. Haddad said that the Board of Health had not taken action to require masks mandates for the entire Town. Ms. Pine asked the Board of Health to consider a more sweeping mask mandate and what data points they should look at to lessen the mask mandate. Mr. Degen said they needed guidance from the Board of Health and Nashoba Associated Boards of Health.

2. Mr. Haddad said that based on the FY 2023 Budget Guidance provided to him by the Select Board and Finance Committee at their October 18th meeting, he had drafted budget preparation instructions that would be provided to all Departments, Boards, Committees and Commissions on November 2nd. He said that budgets would be

due on November 22nd and budget meetings would be held the following week. He reviewed the budget guidance memo that would go out tomorrow.

3. Mr. Haddad said that with regard to the FY 2023 Budget, he would schedule time on all future Agendas for updates on the Budget. He said that he, Patricia DuFresne, and Dawn Dunbar met with School Superintendent Laura Chesson and Finance Director Sherry Kersey to discuss the School District's Plans for FY 2023. He said that the 5.01% increase that he had set aside in their initial projections was in line with the District's projections for FY 23. That said, the Regional School Committee would be providing budget guidance to the Superintendent in the next few weeks and the Superintendent and Business Manager would be able to provide him with an estimated assessment in early December, which will allow him to finalize his proposed budget by December 31, 2021. Mr. Haddad added that he had invited the Fire Chief to the Board's meeting of November 15th to update the Board on issues related to the short- and long-term goals of the Department with regard to staffing.

4. Mr. Haddad said that now that Town Meeting had concluded, he wanted to take a few moments to provide the Board with follow-up/action items concerning Town Meeting. He asked the Board to consider the following:

- A. **Highway Vacancy:** Mr. Haddad said that Town Meeting had funded and approved filling the Highway Truck Driver/Laborer Position that was eliminated from the original Fiscal Year 2022 Budget. He said that they were in the process of filling the position. He said that their practice was to post the position internally, and then advertise in several local publications (at a cost of about \$2,500). He said that within the last several months, they had advertised for vacancies in the Highway Department and made two appointments. He said that during this last advertisement, there was an individual who applied who was highly considered for the vacancy and was the runner-up for the position. Mr. Haddad said that given the fact they had advertised vacancies recently, he wanted to forgo advertising the vacancy and reach out to the runner-up to see if he was still interested. Mr. Haddad said that this would not only save money, but allow them to get someone on board before the busy winter plowing season. Mr. Haddad asked the Board to allow him to forgo advertising and let him contact this individual for appointment consideration.

Mr. Degen said he didn't like the concept of reaching out to someone. He said that this didn't pass the sniff test. Mr. Reilly said he didn't have an issue with reaching out to him. Mr. Haddad said that if he wasn't interested, they would advertise. Ms. Manugian said she was with Mr. Degen adding it had been more than a couple of months. Ms. Pine said that a lot had changed since February. Mr. Degen said that changing the advertising protocols to find a cheaper method was worth exploring. Ms. Doig explained the advertising process they used. Ms. Pine said that they should follow their policy.

- B. **Town Clerk Special Legislation:** Mr. Haddad respectfully requested that the Board vote to petition the General Court with the approved legislation. He asked that the Board vote that "the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition; or take any action relative thereto".

Ms. Pine said it was in their interest to get this moving as quickly as possible.

Mr. Degen moved that the Board petition the General Court for Town Clerk Special Legislation as outlined in Item B of the Town Managers report. Mr. Cunningham seconded the motion. The motion carried unanimously.

Mr. Haddad reviewed the process moving forward.

- C. Transfer of Land to the Housing Authority:** Mr. Haddad said that he had discussed this transfer with Town Counsel. He said that there were a few steps that had to take place before the transfer could happen. He said that the Board first needed to set the value at which the Town would transfer the land. He said that the current assessed value was \$26,400. He said that since the Town Meeting had authorized the Select Board to transfer the land to another governmental agency, he asked the Board to set the transfer value at \$0. He said that the second thing that needed to be done would be to advertise the potential transfer in the Central Register. He said that once this was done, the Board could approve the deed and transfer the land. Mr. Haddad said that he had asked Town Counsel to draft the deed, including the five-year return provision.

Mr. Degen moved that the Board set a transfer of land to the Groton Housing Authority as authorized by Town Meeting for a transfer value of \$1 and authorize Town Manager to advertise in the Central Register. Mr. Cunningham seconded the motion. The motion carried unanimously.

5. Ms. Pine talked briefly about the nice job the Commissioners of Trust Funds had done creating the booklet that was handed out at Town. Ms. Pine said she had also asked the Town Clerk for information relative to the Board of Registrars so that they and the public could better understand the history behind it and the Town's demographics.
6. Mr. Haddad reviewed the Board's meeting schedule for the next few weeks.

SELECT BOARD ITEMS FOR CONSIDERATION

1. Mr. Haddad asked the Board to consider approving a one-day Beer and Wine License for the Friends of Prescott for the Felt and Sip Event to be held on Thursday, November 18, 2021 from 6:30 p.m. to 8:30 p.m.

Ms. Manugian made the motion. Mr. Cunningham seconded. The motion carried unanimously.

2. **Zoning Amendment - Marijuana Establishments:** Mr. Haddad said that now that Town Meeting had approved the Zoning Amendment to allow for the Sale of Recreational Marijuana in the Town of Groton, the Board needed to establish a process on who and how the Town would enter into Host Community Agreements (HCA) with companies interested in establishing a retail store here in Groton. He said that according to their Zoning Bylaw, the Board could award up to four HCA's (equal to the number of All-Alcoholic Package Store Licenses issued), however, two marijuana establishments could not be within 500 feet (property line to property line) of the "property boundary line of any lot in use as a pre-existing public or private pre-school, school providing education in kindergarten or any grades 1 through 12, junior college, college, licensed day-care center, church, library, park, playground, or other marijuana establishment". Mr. Haddad said that given the fact that marijuana retail stores could only be in a General Business District, this essentially limited the location to the Four Corners area (Mill Run Plaza was eliminated due to the location of the Day Care Business in that district). He said that two firms had reached out to the Town expressing an interest in coming to Groton.

Mr. Degen said he heard there was an adult daycare at the Four Corners and asked if their zoning bylaw restricted adult daycares also. Ms. Manugian said that they were getting close to this area being not eligible.

Mr. Haddad requested that the Select Board allow him to advertise that the Board was interested in receiving Letters of Interest for businesses interested in entering into an HCA in Groton. Mr. Haddad said he further recommended that they require the following in the Letters of Interest adding he ran this by Town Counsel for his input:

- A. *Have entered into a Lease Agreement/Ownership of a property in the General Business District.*
- B. *Have gone through permitting for a recreational marijuana license with the Cannabis Control Commission.*
- C. *Outline the terms of a potential HCA with the Town of Groton.*
- D. *Provide background information of the principals of the business.*

He said he would make the deadline for letters of interest at the end of the month. Mr. Degen said they spoke about issuing an RFP for an HCA. Mr. Haddad said he wanted to shorten the process and not issue an RFP. He said that this would ask for the same requirements. Mr. Degen said that they could award a bid to the highest bidder. Mr. Haddad said that they wanted to avoid bidding wars adding towns were getting in trouble following that process. Mr. Cunningham said that the regulations of the CCC limited what the HCA could include. He said it had to include

items that would lessen the impact to the Town such as cost of inspections, etc. Mr. Reilly said that if there were only one or two properties in town available, the rest of the criteria didn't matter. Ms. Pine said that the rest of the criteria was how they would work out the HCA. Mr. Cunningham said that this also gave them an opportunity to perform background checks on applicants. Mr. Haddad said that the process with the CCC took 18 months and why he wanted to move on this. Ms. Manugian said that because this was their first time moving through the process, she thought they needed to go through an RFP process. Ms. Pine asked what they would get out of an RFP rather than this process. Ms. Manugian said that it would spell things out more clearly for her. Mr. Haddad said that the criteria in the RFP would be the same as the letter of interest. Mr. Cunningham said that the Board would get to review the letters of interest and vet the applicants.

Mr. Haddad asked the Select Board to allow him to advertise that the Board was interested in receiving Letters of Interest for businesses interested in entering into an HCA in Groton. Mr. Haddad said that these would be reviewed in public open session by the Board. Discussion ensued.

Mr. Degen suggested that they reach out to a minimum of 5 companies and advertise it on their website. Mr. Haddad said that they would put him in an uncomfortable place of handpicking companies. Ms. Pine said she was uneasy putting a number on this. She said that advertising it in maybe the newspaper and online was okay with her.

Mr. Haddad asked the Select Board to allow him to advertise that the Board is interested in receiving Letters of Interest for businesses interested in entering into an HCA in Groton subject to the criteria as laid out in the Town Manager's report.

Mr. Cunningham made the motion. Mr. Reilly seconded the motion. The motion carried 4-1 with Ms. Manugian against.

OTHER BUSINESS

1. Mr. Haddad said that the redistricting was still being looked at. He said that the Board voted new precinct lines and set the three districts. He said that the State House had a committee that set districts for house and senate seats which was separate from what the Secretary of State was setting. Mr. Haddad said that 145 voters in precinct three would be in a different house district than the rest of the precinct. Mr. Haddad said that they were able to shrink it down to about 45 voters. Mr. Haddad asked for permission for him, Ms. Pine and Mr. Bouchard to send letters everyday if necessary to get all of Groton under one Representative.

Ms. Manugian made that motion. Mr. Degen seconded the motion. The motion carried unanimously.

2. *Mr. Degen moved to reconsider the vote on marijuana HCA. Ms. Manugian seconded the motion.*

Mr. Degen said after thinking about what they had just voted on, he said that they only had one shot at this. He said that they needed the right owners, and the right facility to make this work. He cited the issues with Boynton Meadows as an example of wanting to get this right this time. He said that by crafting an RFP with everything they expected, this would increase the likelihood of success in the Town of Groton. Mr. Cunningham said that they were covered by the criteria and was not the same as Boynton Meadows. He said that the applicants would have to be vetted and they could look at other communities.

Ms. Pine, Mr. Cunningham and Mr. Reilly were opposed. Mr. Degen and Ms. Manugian were in favor.

Ms. Manugian requested that the process be put in writing and be clear to the public and the Board. Ms. Pine asked if Ms. Manugian would put something in writing adding she had thoughts that she wanted to see clarified. Mr. Haddad said he would be happy to talk to Ms. Manugian offline about this.

3. Mr. Haddad said that they had 2 vacancies on the CPAC. He said that they interviewed 2 candidates today who were both outstanding. He said that they had one more interview last week. He said that because he wanted to get these vacancies filled next week, he asked to put this on the November 8th agenda even though they wouldn't know the two candidate's names right before the meeting.

ON-GOING ISSUES

- A. Mr. Haddad said he sent the PFAS results out to the Board adding they were excellent results and well below the threshold.

- B. Mr. Haddad said that they sent in their application for \$200K adding he didn't know when they would hear. He said that they also filed their Complete Streets application also.
- C. Mr. Haddad said that the elementary school project was moving forward nicely adding they would be before the Planning Board on Thursday night for pre-submission review.

MINUTES

Mr. Cunningham moved to approve the minutes of the regularly scheduled meeting of October 18, 2021 as amended. Mr. Reilly seconded the motion. The motion carried 4-0-1 with Mr. Degen abstaining.

Ms. Pine adjourned the meeting at 8:40pm.

Approved: _____
Peter S. Cunningham, Clerk

_____ respectfully submitted:
Dawn Dunbar, Executive Assistant

Date Approved: _____