Select Board Meeting Packet

June 27, 2022

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

TOWN OF GROTON

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

Select Board

John F. Reilly, *Chair*
Rebeca H. Pine, *Vice Chair*
Matthew F. Pisani, *Clerk*
Alison S. Manugian, *Member*
Peter S. Cunningham, *Member*

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, JUNE 27, 2022
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. **Consider Ratifying the Town Manager's Appointments of Hannah Pierpont as the Council on Aging Departmental Assistant, Lisa Hick to the Historic Districts Commission, Robert Hamilton as a Per Diem Van Driver, Madison Leone as a Lifeguard and Janet Tupua as an Election Worker**
2. **Update from Town Manager on Draft Initial Site Assessment Report of the Nod Road Landfill**
3. **Update on Select Board Meeting Schedule through the Labor Day**

II. 7:10 P.M. **Items for Select Board Consideration and Action**

1. **Consider Appointing Susan Hughes to the Diversity Task Force**
2. **Discuss Potential of Naming a Town Owned Parcel Adjacent to Baddacook Pond after the Nipmuc Tribe**
3. **Initiate the Annual Review of the Town Manager**

III. 7:15 P.M. **Annual Report of the Town Forest Committee**

OTHER BUSINESS **- Discussion – Nashua River Rail Trail**

ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed

A. **Water Department – Manganese Issue**
B. **PFAS Issue**
C. **Green Communities Application and Implementation**
D. **Florence Roche Elementary School Construction Project**
E. **ARPA Funding**

SELECT BOARD LIAISON REPORTS

IV. Minutes: **Regularly Scheduled Meeting of June 13, 2022**

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.**

TOWN OF GROTON

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

Town Manager
Mark W. Haddad

To: ***Select Board***

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

Subject: ***Weekly Agenda Update/Report***

Date: ***June 27, 2022***

TOWN MANAGER'S REPORT

In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is one scheduled Agenda Item on Monday's Agenda. Stephen Babin, John Sheedy and Carter Branigan of the Town Forest Committee will be in attendance to provide an update as to the activities of the Town Forest Committee.

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

   - Hannah Pierpont – Council on Aging Departmental Assistant (see attached Resume)
   - Lisa Hick – Historic Districts Commission (term to expire on June 30, 2024)
   - Robert Hamilton – Per Diem Van Driver
   - Madison Leone – Country Club Lifeguard
   - Janet Tupua – Election Worker

2. As the Board is aware, the Town hired Geological Field Services, Inc. to provide a Draft Initial Site Assessment of the former Nod Road Landfill. The purpose of the Draft ISA was to determine if the Landfill was capped according to the standards at the time (1976) and identify any issues with the Cap and any further action necessary by the Town. I had provided the Board with Draft ISA under separate cover (it is 114 pages long) for your review. Attached with this report is the 23-page main report (I did not include attachments or appendices). Essentially, the Draft ISA states that the "surface of the Landfill is well vegetated and reportedly capped in 1976 with a final cover meeting the then required regulatory standards....no exposed waste was observed at the surface during the inspection." I view this as very positive news. That said, however, the Report did say that "there is evidence of leachate breakout all along the northern edge of the landfill and for a short distance in the northeastern corner of the landfill." Leachate is defined as any contaminated liquid that is generated from water percolating through a solid waste disposal site, accumulating contaminants, and moving into subsurface areas. The evidence of leachate was the accumulation of iron deposits on the surface. I did not take this to be a major problem from the report, however, I am not an expert in this area. The report does provide a scope of work to perform a Final Site Assessment. I have asked for a quote for this work, as well as on opinion as to whether or not it is necessary or required. I should have that information for you at Monday's meeting. I look forward to discussing what action, if any, the Board would like to take relative to the Nod Rod Landfill at Monday's meeting.

3. Please see the update to the meeting schedule that will take the Board through Labor Day:

Monday, July 4, 2022	-No Meeting (Fourth of July)
Monday, July 11, 2022	-Approve FY 2022 Line-Item Transfers -Call for 2022 Fall Town Meeting
Monday, July 18, 2022	No Meeting
Monday, July 25, 2022	- Interview Town Clerk Finalists
Monday, August 1, 2022	No Meeting
Monday, August 8, 2022	- Broadmeadow Discussion
Monday, August 15, 2022	No Meeting
Monday, August 22, 2022	-Meet with CPC to Discuss Project Process
Monday, August 29, 2022	No Meeting
Tuesday, September 6, 2021	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Diversity Task Force has requested that the Board re- appoint Susan Hughes to the Task Force. I would respectfully request that the Board make this appointment at Monday's meeting.

2. As the Board will recall, when you decided rename Redskin Trail to Mountain Lakes Trail, you stated at that time that you would like to consider naming another Town property after the Nipmuc Tribe. To that end, Select Board Member Pine has been working to identify a worthy property and has identified a potential parcel adjacent to Baddacook Pond for this purpose. Ms. Pine will provide the Board with an update at Monday's meeting.

3. It is that time of the year for the Select Board to begin the Annual Review of the Town Manager. Attached with this Report is the Town Manager Evaluation Policy for your review. Essentially at this meeting, the Chair needs to certify which members can participate in the Annual Review and direct the Town Manager to begin the self-evaluation. We can discuss this in more detail at Monday's meeting.

MWH/rjb
enclosures

HANNAH PIERPONT

June 6, 2022

Ms. Melisa Doig
Human Resources Director
Town Hall, 173 Main Street
Groton, MA 01450

Dear Ms. Doig:

I am pleased to submit my application for the Departmental Assistant role at the Groton Center.

In the spring of 2020, I moved from a part-time department assistant role in the Lawrence Academy college office, to a full-time staff position when the school's registrar left (early in the pandemic when we were all remote) and they needed an internal candidate who could quickly learn the job. I have served the school well, and now plan to return to a part-time position where I can apply my interpersonal and organizational skills in our local community. My last day in my current job is Friday, June 10.

A registrar's role is to be of service and to provide information, both of which I do well, and in a variety of ways. I address --by email, phone, Teams chat, Zoom, and in person-- the requests and questions of parents, students, teachers, alumni and external constituents regarding academic policies, procedures, and documents. I help students, teachers and parents learn to use and navigate our school information system, and I keep them regularly updated about academic matters that pertain to them through email and newsletter posts. In a given day I might also locate a former classmate for an elderly alumnus, fix a jammed copier, and coach a freshman through a panic attack as I walk her to the health center.

Working with 9th-12th grade students requires plenty of patience (as anyone who has ever been a parent knows), and I can say honestly that the last two years have been a prolonged exercise in being flexible (as anyone who has tried to continue operating during a pandemic understands). My prior roles in educational consulting, career services and corporate program and project management all hinged on my ability to successfully develop and maintain warm and productive relationships with my clients. These are qualities and skills I can offer to the COA.

I first learned about Groton's Council on Aging when my family moved to town in May of 2019, and I began attending the weekly meditation group offered through the COA that has been led by John Barnard and friends. We met at the fire station at Lost Lake until the town's wonderful new facility was completed. Since then, I have continued to receive the COA newsletter and to follow the Center's offerings and new developments. I would be delighted for the opportunity to speak with you and Ashley Shaheen to discuss your needs and hopes for this position, and to determine if I would be a good fit for the COA team.

Thank you for your consideration.

Sincerely,

Hannah Pierpont

Hannah Pierpont

HANNAH PIERPONT

EXPERIENCE

LAWRENCE ACADEMY– Groton, MA **2019 - Present**
Registrar 2020 - Present
Tasked with bringing stability and predictability to academic office in transition. Self-taught complex database and portal administration for recently integrated school information system. Created comprehensive roadmap for office including timelines, workflow documents, instructional materials for faculty and advisors, and communication calendars. Produce course guide and master schedule; manage course request, placement test and add/drop processes. Counsel students, families, and advisors on course selection and other academic matters. Develop and improve academic office relationships with other school departments and external constituents through proactive outreach and responsiveness.

College Counseling Office Assistant 2019 - 2020

AHP EDUCATIONAL CONSULTING – Sudbury, MA **2014 - 2015**
Educational Consultant
Hired as assistant to provide operational and administrative support to established educational consulting practice; promoted to consultant role. Position involved guiding students and their parents through each step of the independent school and college search and application process. Reviewed essays, applications and resumes with clients, prepared students for interviews, developed relationships with area independent schools, managed social media efforts, wrote monthly newsletter and resource materials, and administered SSAT tests.

INDEPENDENT CONSULTANT – Santa Fe, NM and Greater Boston, MA **2003 - 2005, 2012 - 2013, 2019**

THE FLETCHER SCHOOL, TUFTS UNIVERSITY – Medford, MA **2001 - 2003**
Director of Recruitment, Office of Career Services

ENGLISHTOWN.COM (a division of EF EDUCATION FIRST) – Cambridge, MA **2000 - 2001**
Program and Project Manager, Corporate Services

VOLUNTEER SERVICE

FRANCIS W. PARKER CHARTER ESSENTIAL SCHOOL – Devens, MA **2019**
Member, Board of Trustees Development Committee

VNA HOSPICE AND PALLIATIVE CARE, INC. – Worcester, MA **2018**
Completed Hospice Volunteer Training

OAK MEADOW SCHOOL – Littleton, MA **2015 - 2018**
Board Member

EDUCATION

THE FLETCHER SCHOOL, TUFTS UNIVERSITY – Medford, MA **2000**
Master of Arts in Law and Diplomacy

DICKINSON COLLEGE – Carlisle, PA **1994**
Bachelor of Arts in Italian Studies and Spanish

GFS GEOLOGICAL FIELD SERVICES, INC.

June 17, 2022

Town of Groton
Mr. Mark W. Haddad
73 Main Street
Groton, MA 01450-1237

RE: Nod Road Landfill
Initial Site Assessment

Dear Mr. Haddad:

The Draft Initial Site Assessment (ISA) has been prepared for the Town of Groton is accordance with 310 CMR 19.00 the Solid Waste Management Regulations and the Landfill Technical Guidance Manual. At this juncture, Geological Field Services, Inc. (GFS) has not contacted the Massachusetts Department of Environmental Protection for their file on the landfill or prepared a permit application for the ISA. Both tasks will need to be completed to finalize and submit an ISA report. It is unlikely that MADEP's files would sustainably alter the findings of this report.

The Nod Road Landfill occupies the western half a 17.5 acre parcel owned by the Town of Groton. The landfill appears to have begun operations as early as 1938 and was closed with a MADEP approved earth cap in 1976. No as-built or construction documentation was found or is likely to exist. The approved 1976 Closure Plan appears to have been followed except on the northern edge where the landfill meets the backwaters of the Nashua River. In this location the landfill slope was supposed to be cut back to 3:1 to avoid keying the toe of slope. This does not to appear to have happened. The Landfill is unsecure and is access by pedestrians using several walking paths to cross the landfill to the adjacent State Forest. The paths lead to a wooden footbridge that crosses Nod Brook. There is one ATV access point in the northwest corner. There is a small amount of erosion occurring on the ramp up to the landfill. The cap appears intact and is heavily grassed. There has been significant tree and brush growth over the years. Without knowledge of the landfill, one could easily pass over the landfill without out knowing it existed.

Based on the information reviewed, the following are the key take aways from the ISA:

The approved 1976 Closure Plan, was minimal. Specifications are general and the edge of waste and the cap are not shown. Soil specifications are minimal and there is no construction documentation. The cap is heavily grassed, with significant number of trees and brush. No erosion was observed, but there are several trails that are worn to dirt.

The edge of waste and cap is not defined around the site perimeter. On the west the grade suggests that waste maybe present on abutters land. On the north the tree line is consistent in all aerial photographs suggesting the landfill and cap do not extend to the surface water. South along Nod Road and in the southeast corner along Nod Brook the edge of waste or cap is not shown on the 1976 Closure Plan and are not evident on aerial photographs.

The landfill is located in an Area of Critical Environmental Concern (ACEC). Rare and endangered species habitat and the 100-year flood plain abut the landfill. There are wetlands associated with Nod Brook in the southeast corner for the landfill area. These designations generally require an extra effort in assessing and reducing potential impacts. There are leachate breakouts into surface water on the northern and eastern sides where ground water passing under the landfill discharges. There will be focus on the existing cap integrity and the apparent impacts in the adjacent surface water.

There is no monitoring network or history of environmental monitoring. A monitoring plan including ground water wells, surface water sampling locations and perimeter landfill gas points will need to be established and implemented from scratch. The monitoring plan may get expanded if there is combustible gas at the property boundary and/or if contaminants-of-concern or contaminant concentrations warrant. There will likely be additional assessment beyond that proposed in the Comprehensive Site Assessment Scope-of-Work (CSA SOW).

The landfill is not in a Current Drinking Water Source Area and there are no private water supply wells within 500-feet of the landfill perimeter. The Maximum Contaminant Levels (MCLs) would not apply and potential impacts to private water supplies should not exist. The adjacent houses appear up gradient and/or side gradient so potential impacts to indoor air quality from ground water are unlikely.

An initial ecological risk characterization would be required as part of a CSA. Depending on water and sediment quality the eco-risk assessment could be expanded.

People cross the landfill via several worn walking paths. The paths lead to a foot bridge that enters the State Forest. There is no fencing or posted signs indicating the landfill's presence. There are no paths that access the surface water on the northern and eastern edges where there are breakouts. Based on the observed use and condition of the cap there does not appear to be a significant human risk associated with the landfill.

Thank you for the opportunity to work with the Town on this project. Please contact me with any questions.

Sincerely
GEOLOGICAL FIELD SERVICES, INC.

Luke Fabbri
President

GFS GEOLOGICAL FIELD SERVICES, INC.

INITIAL SITE ASSESSMENT AND COMPREHENSIVE SITE ASSESSMENT SCOPE-OF-WORK

Nod Road Landfill
Groton, MA 01450-1237

Submitted to:
Town of Groton
73 Main Street
Groton, MA 01450-1237

Prepared by:
Geological Field Services, Inc.
14 Hubon Street
Salem, MA 01970

June 17, 2022

Table of Contents

Appendices

Section 1 - Site Setting, Background, and Research

1.1 Introduction

This report comprises the Draft Initial Site Assessment (ISA) and Comprehensive Site Assessment (CSA) Scope of Work (SOW) for the Nod Road Landfill site (Landfill) in Groton, Massachusetts. This ISA and CSA SOW has been prepared by Geological field Services, Inc (GFS) on behalf of the Town of Groton (Town). The Final ISA and CSA SOW will be submitted with a Bureau of Waste Prevention Solid Waste (BWP SW 12) ISA permit application. The permit application and associated supporting documents were prepared in accordance with the appropriate provisions of the Solid Waste Management Regulations (310 CMR 19.000, the Regulations) promulgated by the Massachusetts Department of Environmental Protection (MassDEP) and associated Landfill Technical Guidance Manual (May 1997).

The information presented in this ISA and CSA SOW follows the required outline appended to the Landfill Technical Guidance Manual. The only deviation is that Mass DEP has not been contacted for a review of their files. However, based on the age of the landfill the MassDEP is not expected to maintain much of a file on the site. Pertinent information gathered from the Town and other resources including Mass Mapper GIS, United States Geological Survey (USGS), Environmental Data Resources, Inc. and GoogleEarth is presented in the appendices. Figures supporting the ISA and CSA SOW are provided in Appendix A.

This report summarizes the limited historic and available background information for this Landfill and was prepared to advance the effort toward collecting adequate information as necessary to:

1. Assess the condition of the existing soil cap constructed in 1976;
2. Provide current information environmental media (groundwater, surface water, potential landfill gas migration, and wetland sediments) on the Landfill property and downgradient of the Landfill;
3. Assess potential impacts from historic landfilling operations on human health, safety and the environment; and
4. Support the potential future recreational post-closure use of a portion of the Landfill should the Town elect to pursue it.

1.2 Background Information

The Landfill is located on the north side of Nod Road a quarter mile west of Route 119 (see Locus Plan, Figure 1 by MassMapper in Appendix A). The Landfill is located on a portion of Parcel 216-70 which is a larger 17.5 acre parcel as shown on Figure 2 taken from the Town's Geographic Information System (GIS). The Landfill is bounded on the south by Nod Road, the east by Nod Brook and then forested land, the north by the Nashua River and on the west by privately owned single family residences. Figure 3 (Mass Mapper)shows the approximate landfill boundaries and lot lines.

The following is the general information on the Landfill:

Owner and Operator:	Town of Groton, Massachusetts 173 Main Street Groton, Massachusetts 01450 Attention: Mr. Mark Haddad, Town Manager
Address:	Nod Road Groton, Massachusetts 01450
UTM Coordinates:	19T 287,740 East and 4,722,837 North
Latitude/Longitude:	42° 37' 43" and 71° 35' 21"
Site Status:	Inactive
Acreage:	Site Assigned Area: Pre Site Assignment DEP Permitted Area: Unknown Footprint of Landfill: Approximately 10 acres based on historic plans
Property Owners within 500-feet of landfill:	See attached Figure 4 in Appendix A.
Land Uses and Zoning:	Residential RA

1.3 Historic Research

There is limited information available on the operations and history of the Landfill. The following is a compilation of information from files collected from the Town and online resources. Information has been provided on the historic Landfill closure and capping activities after the initial solid waste regulations were promulgated by the Massachusetts Department of Public Health in 1971. No information was available post cap construction in 1976 including post-closure use and maintenance.

1.3.1 Review of USGS Topographic Quadrangles and Aerial Photographs

No historic information was available from the Town on the activities at the Landfill prior to 1971. Available historic topographic maps from the USGS and aerial photographs were reviewed to try to develop the landfill history. The following is a summary of these documents.

USGS Topographic Quadrangles

Historic USGS Topographic Quadrangles were obtained from Environmental Data Resources (EDR). Map are available for the years 1893, 1936, 1943, 1944, 1950, 1965, 1979, 1988, 2012,

2015, and 2018 . The topography displayed on these maps give no indication of there being a landfill present. A short road, or driveway access into the Site is first shown on the 1944 map. Subsequent maps also show the access road. Copies of the USGS maps are provided in Appendix B.

Aerial Photographs

Aerial photographs for the years 1938, 1965, 1969. 1975, 1977, 1980, 1985, 1995, 1998, 2008, 2012 and 2016 were obtained from EDR. On the 1938 photograph, an area along Nod Road is disturbed and the access road as seen on the 1944 USGS topographic map is visible. It appears that there is some filling taking place at the end of the access road and there is an area that has been disturbed to the east of the access road. By 1965, approximately one half of the parcel has been filled. The 1969 photograph is of poor quality, but the coloration indicates that the landfill area has increased. The 1975 photograph is also poor quality, but the landfill appears to be at it current size. In the 1977 photograph, the landfill appears to have been graded and capped except for a band along the Nashua River wetlands along the northern edge. Here the tree line is intact along the water's edge. By 1980 the site appears to be grassed over and the tree line along the surface water is more clearly visible. No changes are visible in the subsequent aerial photographs except for the growth of trees and brush on the landfill. Copies of the EDR Aerial Photographs are provided in Appendix B.

1.3.2 Documented Activities at Landfill from 1974 to Closure

Town records were researched by the Planning Board. The earliest available documents are from 1974 are pertain to closing the landfill and moving the operations to a permitted, site assigned parcel. The following is a brief summary of the available records which are presented in Appendix C.

- February 15, 1974 – Notice of Violation from Commonwealth of Massachusetts Department of Public Health (MADPH), Central Health District to the Town of Groton. The letter was issued after the DPH made a site inspection pursuant to the "Regulations for the Disposal of Solid Waste by Sanitary Landfill as adopted under the provisions of Section 150A of Chapter 111 of the Massachusetts General Laws. This letter is the the first inference to the recently promulgated solid waste regulations.

- August 12, 1974 – Letter from the Town to the Post Commander of Fort Devens stating that the Town would be closing the Nod Road Landfill. The Town was seeking use of heavy equipment including a drag line to remove rubbish etc. from back waters of the river, a heavy bulldozer to assist with grading and the manpower to operate the equipment.

- November 11, 1974 – Letter from MADPH to Town. In the letter MADPH indicates that smoke from a smoldering fire was observed and that open burning was a violation. This

letter indicates that the landfill was probably operated as an open burning dump prior to 1974.

- November 19, 1974 - Letter from Town Board of Health (Board) to MADEP stating that the fire had "self-ignited" and that the Town Fire Department spent 100 hours in an attempt to contain and extinguish the fire and that the Highway Department was now covering the burn area with soil to finish the job.

- December 31, 1974 – Letter from Charles Perkins Co., Inc. to MADPH conveying a preliminary plan for closing the "Existing open face dump." A copy of the preliminary plan was not attached.

- May 8, 1975 – "Specifications For Closing Town Dump" issued by the Board.

- May 12, 1975 – Letter from MADPH approving the plan submitted by Charles Perkins Co., Inc.

- June 23, 1975 – Letter from Massachusetts Department of Public Works, Division of Waterways (MADPW/DW) to the Board acknowledging receipt of Notice of Intent and stating that a Chapter 91 license would not be required.

- Notice of Intent Submitted to Town of Groton Conservation Commission. Included "Plan Showing Proposed Closing of Existing Dump for Town of Groton", dated February 1975.

- June 25, 1975 – Notice of Violation from MADPH to the Board. MADPH recommended implementing the approved closure plan.

- July 14, 1975 – Letter from Massachusetts Department of Environmental Quality Engineering (MADEQE) thanking the Board for their prompt response indicating that the Town was moving forward with the closure plan.

- November 19, 1975 – Letter from Larry Trebino Construction Co., Inc. to the Board stating that they would still like to proceed with pursuing a contract to close the dump. The letter states that in their proposal they will not include "grading or regrading of the river's slopes facing the Nashua River."

- February 1976 – "Revised Specifications For Closing Town Dump" issued by the Board.

- February 17, 1976 – Letter from Board to Larry Trebino Construction Co., Inc. conveying "Revised Specifications."

- February 26, 1976 – Letter from Charles Perkins Co., Inc. to Board stating that MADEQE agreed that the proposed toe at the bottom of the slope could be eliminated if the slope is equal to or gentler than 3:1. Cc:d DEQE and Larry Trebino Co., Inc.

- March 12, 1976 - Letter from Charles Perkins Co., Inc. to Board conveying benchmark locations and elevations.

- June 29, 1976 – Plan approval from MADEQE approving a revised plan titled "Plan Showing Proposed Closing of Existing Dump for Town of Groton", dated May 1976.

- August 26, 1976 – Letter from Board to Charles Perkins Co., Inc. conveying revised specifications for capping from MADEQE.

- August 31, 1976 – Letter from Board to MADEQE stating that the revised changes to the plan had been made and the plan was going out to bid. The Board requests the changes be made in writing for "Bottom 6 inches shall consist of clayey material; one foot of nondescript soil ; top 6 inches of cover shall consist of clayey soil suitable for seeding."

- October 21, 1976 – Letter from the Board to the Groton Fire Department stating that the contract for closing the Nod Road Dump had been awarded to Charles Vlahos of Groton and that work would begin October 22, 1976.

1.3.3 Post-Closure Activities

Since being capped in 1976, the Landfill has been inactive with respect to all solid waste activities. Based on the existing trails crossing the cap, the Landfill appears to be used for passive recreation. On November 20 1984 , the Nashoba Associated Boards of Health sent a letter to MADEQE requesting information regarding post closure use stated as "general recreational usage." No response was found in the Town's files.

1.4 Literature Data Search

1.4.1 File Reviews – Local and MassDEP

The Town conducted research for available historic information on the Landfill and surrounding areas at the Groton DPW, Board of Health, Water and Sewer Department and Conservation Commission. This information was reviewed and has been incorporated into the ISA where applicable. MADEP has not been contacted for their records. Electronic copies of files maybe available at MassDEP and they will need to be contacted to proceed with submitting an ISA and CSA SOW.

1.4.2 Site Worker Interviews

Based on conversations with the Town Planning Department, there are no individuals still available within the Town who are familiar with the daily operations at the Landfill when it was actively accepting solid waste.

1.4.3 Mapping

The following existing maps were reviewed and form the basis for the figures presented in Appendix A:

- Sensitive Receptor Maps, geology, wetland resources, topography available through the MassMapper On-Line System.
- Town of Groton's GIS
- USGS Quadrangle Maps of various years
- FEMA – National Flood Hazard Layer FIRMette.
- Bedrock Geologic Map of Massachusetts, Zen et al., 1983
- Surficial Geologic Map Of The Ashby-Lowell-Sterling-Billerica 11-Quadrangle Area In Northeast-Central Massachusetts Compiled by Byron D. Stone and Janet R. Stone, 2007

The 1976 Closure Plan presented in Appendix C is the only detailed site plan for the landfill. As part of the CSA, a site survey that shows the property lines, existing features, resource area and topography for the Landfill area of the property will be required. The western property boundary will need to be demarcated in the field to direct investigations.

1.4.4 Other Reports and Data Compilations

Aside from the information collected in the file reviews listed above and discussed herein, there are no other reports or data compilations on the Landfill and surrounding areas that are pertinent to the assessment.

There are no Massachusetts Contingency Plan (MCP, 310 CMR 40.0000) listed sites located in proximity to the Landfill.

1.4.5 Potential Sensitive Receptors

Figure 5 is the Priority Resource Map produced by MassMapper showing the potential environmental and public health receptors in the vicinity of the Landfill is summarized below:

- **Public Drinking Water Supplies**: The Landfill is not located in a current drinking water source area.

- **Private Domestic Wells**: There are no private drinking water supply wells within 500-feet of the Landfill's perimeter. All of the existing homes are serviced by public water provided by the Town. The closest nearby existing private wells are located at 124 and 126 Nod road and are located greater than 500 feet upgradient of the Landfill. Board of Health records regarding these wells are presented in Appendix C.

- **Wetlands and Vernal Pools**: Wetland resource areas abut the Landfill on the northern and eastern borders based on MassMapper mapping and the site visit. On the northern border the landfill topography drops approximately 15-20 feet to surface water. The surface water feature is an oxbow that is connected to the Nashua River, but is not part

of the river's flow. On the east side of the Landfill is Nod Brook and associated wetlands. There are no mapped vernal pools located in close proximity to the Landfill.

- **Areas Subject to 100-year Flooding**: Based on a review of FEMA flood maps, there are mapped "100-year floodplains" along the northern and eastern Landfill edges (Figure 6).

- **Sensitive Habitats**: Based on a review of MassMapper mapping, the Landfill is located in the Petapawag Area of Critical Environmental Concern (ACEC) and abuts the Squannassit ACEC, which shares the Nashua River corridor. The wetland resources north and east of the landfill are rare and endangered species habitats. There are no sensitive terrestrial habitats shown on the Priority Resource Map on the Landfill.

- **Coastal and Inland Water Bodies**: The Nashua River abuts the landfill to the north and Nod Brook abuts the landfill to the west. No Coastal resources are in proximity of the Landfill.

- **Schools**: There are no schools within 500-feet of the Landfill.

- **Residential Homes**: There are residential homes located to the west that abut the landfill and there are residential homes to the south across Nod Road.

- **Day Care Centers**: There are no day care centers located within 500-feet of the Landfill.

- **Elderly Housing**: There is no elderly housing located within 500-feet of the Landfill.

- **Farms**: There is farms land across the Nashua River approximately 600 feet north of the landfill.

- **Conservation Land**: The J. Harry Rich State Forest owned Commonwealth of Massachusetts, abuts the landfill property to the west and Town owned conservation land makes up the remainder of the 40 acre parcel that landfill is located on.

- **Hospitals**: There are no hospitals located within 500-feet of the Landfill property.

Section 2 - Landfill Site Conditions

2.1 Site Inspection

A site inspection of the Landfill was performed by GFS on April 6, 2022 to observe current conditions. The inspection was performed in accordance with the current requirements of MassDEP's Regulations. The following is a summary of the findings of the inspection for the ISA. A photo log of the site visit is presented in Appendix D.

- **Active or Inactive Site**: The site is inactive for solid waste landfilling operations. There is a sewer pump station located at the entrance off Nod Road. The station is enclosed with a chain link fence and there is a small parking area. From the parking area there is a foot trail that leads to the interior of the landfill. There are trees and brush growing on this end of the Landfill. The trail leads to an area that is heavily grassed with fewer trees. Intermittent areas of brush are spattered over the Landfill.

- **Surface Cap and Thickness**: The surface of the Landfill is well vegetated and reportedly capped in 1976 with a final cover meeting the then required regulatory standards. There are trees and brush growing throughout the Landfill that was capped. No exposed waste was observed at the surface during the inspection.

- **Vegetation**: There were no signs of stressed vegetation observed during the inspection.

- **Erosion and Drainage**: In general the landfill surface was in good condition with minimal surface debris. One tire, a small pile of bottles and one former animal borrow were observed. There was only minor erosion on the Landfill in the northwest corner where an ATV accesses the property. That property owner has a stop sign at the base of the ATV ramp to deter others from accessing their property.

- **Monitoring Devices**: There are no existing monitoring devices for ground water, surface water or landfill gas.

- **Location of Surface Water and Wetlands**: Surface water associated with the Nashua River abuts the northern edge of the Landfill. Along this edge there an approximate 30 foot strip of large trees as well as brambles and brush. This tree line appears in historic aerial photographs. Where the landfilled waste stop is not known. East of the Landfill is Nod Brook that flows northwest to the Nashua River.

- **Leachate Breakouts**: There was evidence of leachate breakout all along the northern edge of the landfill and for a short distance in the northeastern corner of the Landfill. Evidence of leachate breakout was the accumulation of iron deposits in the surface

water. No sheens were observed. No evidence of leachate breakout was observed in Nod Brook.

- **Evidence of Landfill Gas Emissions**: There are no passive gas vents through the capped Landfill. There is no active collection or flaring system. There were no odors or visual signs of landfill gas emissions from the capped landfill.

- **Landfill Operation Procedures**: The Landfill has been capped since 1976. There is a fenced enclosure near Nod Road at the entrance that surrounds a sewer pump station equipped with a backup generator and a propane tank.

- **Accessibility**: The site is accessed from a driveway off Nod Road. There is a small parking area and a fenced enclosure the sewer pump station. A foot trail leads into the landfill. The trail splits left and right a short ways in. To the right the path goes to a foot bridge crossing Nod brook and into the forest. The land along the bank of Nob Brook appears undisturbed. Taking the trail to the left leads to the top of the capped landfill. The surface is mostly grass that has not been moved in a long time except where the residential abutters mow up the side slopes. There are well established trails across the capped surface. There is no fence or other restrictions to access the landfill. In the north west corner there is evidence that ATVs access the landfill from one of the residential properties

- **Land Use of Adjacent Properties**: There are five single family residential dwellings to the west of the landfill. To the south across Nod Road there are seven residential dwellings along Nod Road and several more set back further from the street. To the east, Nod Brook separates the landfill from Town and State owned forest. To the north the landfill abuts a surface water body that is connected to the Nashua River.

- **Local Geology**: No bedrock outcrops were observed on the Landfill Site. The surficial soils on areas without landfilled waste were thickly overgrown and no observation or classification could be provided in the field.

2.2 Mapping

There is no current base plan showing topography of the Landfill property. Proposed grading and capping plans were generated in 1975 and 1976 . As part of the CSA, the Town will generate a plan stamped by a Registered Land Surveyor (RLS) at an appropriate scale that includes all of the requirements necessary for the CSA and any subsequent required corrective actions.

2.3 Evaluation of Environmental Monitoring Program

There is no existing environmental monitoring program for the landfill. The are no ground water monitoring wells, surface water monitoring locations or perimeter landfill gas points. No evidence of past environmental monitoring was identified.

2.4 Hydrogeologic Description

Based on the Bedrock Geologic Map of Massachusetts (Zen, 1983), the Landfill is located in the Merrimack Belt and is underlain by the Berwick formation that consists of thin to thick metamorphosed calcareous sandstone, silt stone and minor muscovite schist.

The Landfill is located on the eastern bank of the Nashua River and the southwestern bank of Nod Brook. Generally the topography of the surrounding areas can be described as a flat floodplain that is approximately 202 to 210 feet above mean sea level (MSL). The Landfill elevation is approximately 212 above MSL at the sewer pump station on Nod Road and rises to approximately 227 feet above MLS at its highest in the northwest corner. There is an steep bank where the landfill abuts the Nashua River where the topography drops 15-20 feet to the river's edge at 199 feet above MSL.

Based on the Surficial Geologic Map Of The Ashby-Lowell-Sterling-Billerica 11-Quadrangle Area In Northeast-Central Massachusetts Compiled by Byron D. Stone and Janet R. Stone, 2007, the Landfill is located within an area of floodplain alluvium deposits and glacial stratified deposit. The northern two thirds of the Landfill is underlain by alluvial deposits that are described as sand, gravel, silt, and some organic material, stratified and well sorted to poorly sorted, beneath the floodplains of modern streams. The texture of alluvium varies over short distances both laterally and vertically, and generally is similar to the texture of adjacent glacial deposits. Along smaller streams, alluvium is commonly less than 5 ft thick. The most extensive deposits of alluvium are along the regional rivers where there is predominantly sand, fine gravel, and silt, and the total thickness is as much as 25 ft.

Alluvium deposits typically overlies thicker glacial stratified deposits. Glacial stratified deposits are described as sorted and stratified sediments composed of gravel, sand, silt, and clay deposited in layers by glacial meltwater. These sediments occur as four basic textural units—gravel deposits, sand and gravel deposits, sand deposits, and fine deposits. On the interim map, gravel, sand and gravel, and sand deposits are not differentiated and are shown as *Coarse Deposits* where they occur at land surface on the southern third of the Landfill. Mapping by MassMapper indicates that these deposit maybe be a much as 100 feet thick.

The Landfill is located within the Nashua River drainage basin. Surface water flows in a southern direction regionally. Locally, Nod Brook flow east to west and discharges into the Nashua River at the Landfill. Ground water is expected to flow to the north toward the Nashua River with localized flow toward Nod Brook.

Section 3 - Proposed CSA Scope of Work

3.1 Introduction

The following section provides the proposed CSA SOW for the Nod Road Landfill in Groton, Massachusetts. The CSA is the second step in the assessment process required by MassDEP's Solid Waste Management Regulations (310 CMR 19.000). For the CSA at the Landfill, the following field investigations, data evaluations and assessments are proposed:

1. Development of a Site Plan including topography, property lines, existing utilities and buildings, tree line and edge of paved and disturbed areas. The Site Plan will include locations of proposed monitoring wells, surface water and sediment sampling locations, landfill gas probes, wetland resources, test pits or other explorations conducted as part of the CSA. Proposed monitoring locations are shown on Figure 7 including ground water monitoring wells, surface water and sediment sampling locations, and landfill gas probes.

2. Have the wetland resource areas flagged by a wetland scientist.

3. Completion of a test pit exploratory program to assess the extent and condition of the existing cap. Conduct a assessment program on the condition of the cap in areas where there is significant tree growth.

4. Monitoring well installation and assessment of ground and surface water quality upgradient and downgradient of the Landfill including:
    a. Installation of ground water monitoring wells at locations and depths described herein.
    b. Determination of the hydraulic conductivity of the aquifer.
    c. Identify surface water and sediment sampling locations and establish surface water elevation gauges.
    d. Collect two rounds of samples from each new monitoring well and surface water location. Analysis of collected samples for the parameters outlined below and required by the Regulations.
    e. Report results for each round of data to MassDEP in accordance with the Regulations.

5. Install landfill gas probes around the perimeter of the Landfill that abuts Nod Road and the residential properties that abut the landfill to the west to determine if detectable concentrations of landfill gas are migrating laterally away from the landfilled waste across the property line. Conduct four rounds of landfill gas probe monitoring for percent methane, lower explosion limit (LEL), carbon dioxide and oxygen and part per million concentrations of VOCs and hydrogen sulfide. Include monitoring of utilities on Nod Road is methane is detected in perimeter gas probes adjacent to the road.

Reporting of the results of the landfill gas monitoring to MassDEP in accordance with the Regulations.

6. Collection one round of sediment samples from the locations specified below and analysis at a MassDEP-approved laboratory for the parameters as described in Section 3.6.

7. Completion of a Qualitative Risk Assessment for human health based on the data collected in the tasks outlined above.

8. Preparation of a Stage I Ecological Screening Evaluation to evaluate the surface water and sediment data collected.

9. Preparation of an Interim CSA Report for submission to MassDEP after completion of the above-listed tasks. The Interim CSA Report will be submitted to MassDEP with an appropriate permit application and will include the Qualitative Risk Assessment and Stage I Ecological Risk Screening Evaluation. The Interim CSA Report will also include conclusions and recommendations including the following:

    a. Initial conclusions about potential impacts of the Landfill on human health, safety and the environment.
    b. Additional monitoring locations and sampling programs required to determine the extent of contamination or evaluate the potential impacts from the Landfill.
    c. Continued environmental monitoring program for water quality and landfill gas including the addition of permanent landfill gas wells as appropriate.
    d. Preliminary identification of corrective actions necessary to comply with MassDEP's Regulations. If necessary and appropriate based on the initial data, a scope of work for a Corrective Action Alternatives Analysis (CAAA) to address any identified impacts.
    e. An assessment of the condition of the existing final cap and recommendations on the need for further evaluation and assessment, if needed.
    f. Identification of any additional environmental sampling or analysis required to implement the proposed recreational facility, if the Town elects to pursue its development.

The fieldwork will be performed in accordance with MassDEP Standard Reference for Monitoring Wells (MassDEP, 1991) and the Landfill Technical Guidance Manual. A Health and Safety Plan will be prepared that incorporates the specific field investigations once the scope of work is approved by MassDEP. The following is a summary of the work to be included in the specific tasks.

3.2 Site Plan Survey

A Registered Land Surveyor (RLS) will be subcontracted to develop a site plan survey of the portion of the parcel that includes the entire Landfill. This area will be bound by Nod Road to the south, Nod Brook to the east, the Nashua River surface water feature to the north and the private residential properties to the west. The survey will include Nod Road and related utilities and will include the following existing conditions:

1. Topography at two-foot contours interval throughout the surveyed area.

2. Any surface water feature, standing water or wetland resource areas delineated by a wetland scientist.

3. Current property lines and any utility easements on the Landfill property. Include staking the property lines between the Landfill and the residential abutters.

4. New monitoring wells including top of PVC casing elevations to be used to measure ground water elevations. Surface water and sediment sampling locations including top of surface water elevation gauges to be used to measure surface water elevations.

5. Location as available of any test pits excavated to either delineate the edge of landfilled waste or confirm extent of existing cap

6. Existing water, sewer, leachate and drainage utilities including pipe inverts where not submerged. Utilities shall also be located in the street adjacent to the Landfill.

7. Edge of tree and shrub vegetation.

8. Location of landfill gas probes.

The existing conditions survey will be the base plan for all information presented as part of the CSA and utilized for the development of future corrective actions, if required.

3.3 Cap and Edge of Waste Investigations

The Landfill was graded and capped with a soil cap in 1976. The record indicates that the cap was proposed to be a 24" earth cap with 6-inches of clayey material, one-foot of nondescript soil, and 6-inches of clayey soil suitable for seeding. There is no construction documentation or as-built cap design. The 1975 Landfill Closure Plan shows the proposed cap extending to the property boundaries on the northern half of the landfill but is vague on the southern half of the property. The actual extent of solid waste and the cap is unknown.

The inspection performed by GFS found that the cap area was heavily grassed and significantly covered with trees and shrubby vegetation. The cap has not been mowed in a long time. There are not distinguishing features that indicate the edge of cap or waste. The maximum potential

extent is marked by Nod Road, Nod Brook and the surface water of the Nashua River. The maximum extent on the western edge is not apparent. The intent of these investigations is to:

1. Establish the lateral extent of landfilled waste at the Landfill.

2. Determine the extent of the final soil cap described in the historic files.

3. Evaluate the impact of the tree and shrub roots on the soil capping layer.

Test pits will be performed around the entire site perimeter initially at approximately 100-foot intervals to delineate the edge of landfilled waste. The test pits will generally begin at the property boundary and move toward the center of the Site. Presence of solid waste and final cover including type of soils associated with a final cap will be noted and potentially samples collected for soil-classification testing.

Approximately 10 test pits will be excavated in the central area of the Landfill to evaluate the nature of the cap. As is typical, the location and frequency of the test pit program will be revised based on the findings of the ongoing program. Near each of these test pits, a tree or shrub including its root system will be removed and the extent of any penetration of the root system into the low-permeability soil capping layer will be observed and documented.

Information from the test pits will be logged and pictures of each excavation taken. At the completion of any test pit, all waste will be buried with a minimum of one-foot of clean (no waste) soil cover. Each excavation will be inspected to insure that there is no visible waste. At test pits where the historic low-permeability soil cap is excavated, clay soils currently stockpiled on-site will be utilized to backfill the excavation and replace the disturbed cap.

During test pits, the engineer will utilize a photo-ionization detector (PID) and Landfill Gas Meter (Landtec GEM 2000) to measure and log any concentrations of Volatile Organic Compounds (VOCs) and/or of landfill gas (as methane) respectively, detected in the ambient air above the excavation. Any detections as well as any odors will be noted on the test pit documentation. The location of each test pit as well as the edge of waste will be located on the site plan discussed above and submitted with the CSA Report.

3.4 Monitoring Well Installation Program

As presented in the ISA, there is no environmental monitoring network for the Landfill or history of monitoring. Eight overburden wells are recommended to be installed at the Landfill as shown on Figure 5 in Appendix A. Three well couplets will be located along the northern edge of the Landfill. The northern edge is considered the downgradient side of the landfill based on the evidence of leachate breakout in the surface water and the location of the Nashua River. Each couplet will consists of a shallow water table well (10-15' into the water table) and a deeper overburden well (15-25' feet into the water table) The extent of waste along this edge

is unclear. Aerial photography indicates that the fill may not have extended all the way to the surface water because the tree line appears undisturbed over time. Generally, it is preferred to install monitoring wells outside the footprint of the solid waste but that may not be practical along the northern boundary.

Two upgradient shallow monitoring wells will be located along Nod road as shown on Figure 5. These wells will be screen 10-15 feet into the water table.

As noted in Section 2, there is no available information from previous field investigations on the surficial and bedrock geology at the Landfill property. Available mapping indicates that the overburden consists of alluvium and stratified glacial deposits. These deposits consist of sorted, fine to coarse sand and are potentially up to 10-fee thick. Both There are no bedrock outcrops in the Landfill area. The groundwater monitoring wells will be installed as follows:

1. Eight overburden-monitoring wells will be installed as shown on Figure 5 including three well couplets. Well couplets will be screened in overburden across the water table and deeper in the overburden depending upon sub-surface conditions.

2. Based on the surrounding surface water features, overburden well depths will range from 15-45 feet below ground surface (BGS).

3. Bedrock monitoring wells are not proposed in the initial round of the CSA. This may change based on actual overburden geology and laboratory data.

4. Drilling of the boreholes will be conducted using an all-terrain-vehicle drill rig equipped with hollow stem augers.

5. Subsurface soil samples will be collected via split spoon sampler at a minimum of every 5-feet. Samples will be logged for geological interpretation and will be screened with a PID for VOCs.

6. All monitoring wells will be installed with 2-inch diameter, 10 to 15-foot long, 0.01-inch slot schedule 40 PVC well screen. Overburden wells installed with the top of screen below the water table will be grouted from above the filter sand to grade. All wells will be finished with locking stick-up protective casings.

7. All newly installed wells will be completed in accordance with the MassDEP Standard Reference for Monitoring Wells (MassDEP, 1991).

Full-time personnel will be on-site during all portions of the field program. Personnel performing drilling oversight will be experienced in standard hydrogeologic investigations, specifically overburden and bedrock drilling, well installation procedures and field sampling.

3.4.1 Determination of Hydraulic Conductivity

To determine the hydraulic conductivity of the overburden aquifers, slug testing will be conducted at newly installed well locations that are being installed as part of the CSA.

3.5 Water Quality Sampling and Analysis Program

Two rounds approximately three months apart of water quality samples will be collected from the newly installed monitoring wells and surface water locations.

Groundwater in each monitoring well will be testing in-situ with field equipment for temperature, specific conductance, dissolved oxygen, pH and oxidation-reduction potential (ORP). Samples collected from each monitoring well will be relinquished to a MassDEP-certified analytical laboratory for the following parameters:

- **Landfill Indicator Parameters**: alkalinity, nitrate nitrogen (as nitrogen), total dissolved solids, chloride, sulfate, cyanide, and chemical oxygen demand.

- **Metals:** Sodium, calcium, iron, manganese, arsenic, barium, cadmium, chromium, copper, lead, mercury, selenium, silver and zinc.

- **Volatile Organic Compounds (VOCs):** including EPA method 8260 including methyl ethyl ketone, methyl isobutyl ketone, acetone, and 1,4-dioxane that will be analyzed to meet the 0.3 ug/L Massachusetts Drinking Water Guideline via SVOC method 8270 SIMD. All unknown peaks having intensities greater than five times the background intensity shall be identified.

- PFAS maybe required as part of the CSA. They are not required by regulation but MassDEP is moving in that direction.

All laboratory methods will be USEPA approved. Practical quantitation limits (also known as laboratory reporting limits) shall meet or be below the Maximum Contaminant Level (MCL) or applicable standard for each analyte tested. Ground water samples will be analyzed for dissolved metals.

3.5.1 Surface Water Sampling Locations

The focus of surface water sampling at the Landfill will be in the surface waters of the Nashua River and Nod Brook. Five surface samples will be collected at the locations shown on Figure 8 in Appendix A. One sample will be collected from Nod Brook where it flows on to the property. A second sample will be collected from Nod Brook approximately ½ way to the Nashua River. A third sample will be collected from where Nod Brook flows into the Nashua River. Two additional samples will be collected along the northern edge of the Landfill where leachate breakouts can be seen in the Nashua River. The samples will be collected on the same schedule

and analyzed for the same parameters as the groundwater samples described above. Surface water samples will be analyzed for dissolved metals during both rounds and will also be analyzed for hardness.

Practical quantitation limits (also known as laboratory reporting limits) shall meet or be below the Ambient Water Quality Standards as established in 314 CMR 4.00 or any other applicable standard for each analyte tested.

3.5.2 Private Well Sampling

No private water supply wells have been identified during this ISA and all homes within 500-feet from the edge of Landfill are serviced by public water.

3.6 Sediment Sampling

A single set of sediment samples from the same locations as the proposed five surface water samples will be collected concurrent with the initial water quality round. Samples will be forwarded to a MassDEP-certified laboratory for analysis of the following parameters:

- MCP-14 Metals
- VOCs by EPA Method 8260
- PCBs by EPA Method 8080
- Semi-Volatile Organic Compounds by EPA Method 8270
- Total Petroleum Hydrocarbon (TPH) and
- Total Organic Carbon

3.7 Landfill Gas Migration Testing

The CSA will include two rounds of field monitoring to assess migration of landfill gas from the Landfill property across property lines and compliance boundaries.

Landfill gas probes will be installed at 100-foot intervals along Nod Road and the west side of the landfill that abuts the residential properties. Approximately six landfill gas probes will be installed along Nod road and eight will be installed along the western boundary. The approximate locations where probes will be installed is shown on Figure 7 in Appendix A. Probes will not be installed along the eastern and northern landfill boundaries because the landfill is abutted by surface water.

In utilities on roadways areas that abut the Landfill, samples of air within the utility manholes will be sampled for landfill gas-related constituents.

The field equipment will be capable of analyzing for the following parameters:

- Total methane and percent of lower explosive limit (LEL)
- Carbon dioxide
- Oxygen
- Total VOCs

- Hydrogen sulfide
- Barometric Pressure

Results will be reported to MassDEP in accordance with the timelines required by the Regulations.

3.8 Human Health Risk Characterization and Stage I Ecological Screening

Based on the field investigations a qualitative human health risk assessment comparing the results of the monitoring program to established standards (e.g. MCLs for the private drinking water wells or appropriate groundwater standards established by MassDEP in the MCP) will be prepared for inclusion in the CSA report. The human health risk assessment and Stage I Ecological Screening will be prepared based on the MassDEP's *Landfill Technical Guidance Manual* (MassDEP, revised May, 1997), and the *Guidance for Disposal Site Risk Characterization - In Support of the Massachusetts Contingency Plan* (MassDEP, 1995).

3.9 Report

After completion of the sampling program outlined above, a draft CSA report will be prepared for submission to MassDEP. The draft CSA report will include the results of the drilling and sampling program (based on two rounds of water quality samples), the qualitative human health risk assessment and Stage I Ecological Risk Assessment. The CSA report will be submitted to MassDEP with the appropriate permit application as required by MassDEP regulations.

The CSA report will be prepared based on the results of the initial two rounds of water quality sampling and will provide recommendations on the need for additional sampling and monitoring around the Landfill as well as supplemental assessments.

3.9.1 Schedule

The tasks outlined herein as part of the CSA SOW for the Landfill can be completed within nine months of MassDEP approval assuming that there are no delays related to winter weather. The Town intends on commencing the CSA SOW as soon as weather permits and has appropriated funding for the initial steps.

After MassDEP has reviewed and approved the ISA and CSA SOW, the Town will provide MassDEP with an updated schedule that accounts for likely delays due to winter conditions. This schedule will be tracked and updated as specific field tasks are completed and data becomes available. Results of individual sampling rounds will be reported to MassDEP in accordance with the timelines required by the Regulations.

SELECT BOARD POLICY

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

POLICY NAME: TOWN MANAGER EVALUATION POLICY

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

EVALUATOR ELIGIBILITY:

1. To be eligible to submit an annual evaluation for the Town Manager, a member of the Select Board must have been a member of the board for more than 120 consecutive calendar days immediately prior to completing the annual evaluation.

2. An annual evaluation for the Town Manager requires that a simple majority of the Select Board has completed, reviewed with the Town Manager and submitted an individual Evaluator Workbook to the Human Resources Director. Only members who completed and submitted an individual Evaluator Workbook may vote to approve or disapprove the Select Boards' evaluation at a full board meeting.

ROLE OF THE CHAIR:

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

2. The Human Resources Director is responsible for receiving each Board member's Evaluator Workbook. The Human Resources Director along with the Select Board Chair will compile the members' individually completed Evaluation Workbook using the Compilation Workbook. After double checking the Compilation Workbook results, the Human Resources Director and the Select Board Chair will generate the Select Board's Town Manager Evaluation covering the evaluation's start and end date.

3. The Select Board Chair will present, to the full Board at a public meeting, the compiled Select Board's Town Manager Evaluation for approval. Only members who completed and submitted an individual Evaluator Workbook may vote to approve or disapprove the Select Boards' evaluation at the full board meeting. Board members, if any, who did not complete an individual Evaluator Workbook must abstain at the time this vote is taken.

4. All questions relative to the performance evaluation process should be directed to the Chair.

EVALUATION PROCEDURES:

1. The Town Manager's performance evaluation shall commence on the first regularly Select Board meeting in July of each fiscal year and will be prepared and completed as generally described in the Role of the Chair, above, and these procedures.

2. At the first regular Select Board meeting in July, the Chair shall validate which Select Board members are eligible to complete an Evaluator Workbook and request that the Town Manager complete the Status of Town Manager Goals and the Town Manager's Self Evaluation sections of the Evaluator Workbook.

3. The time period in which the Town Manager will complete the Status of Town Manager Goals and the Town Manager's Self Evaluation sections of the Evaluator Workbook is fifteen (15) calendar days from the date the Select Board Chair requests the Town Manager to complete his sections of the Evaluator Workbook. This time period may be extended by mutual agreement of a simple majority Board vote and the Town Manager. All Select Board members may vote, whether they will complete an Evaluator Workbook or not, on the question of an extension for completion of this task.

4. Following the Town Manager's completion of their sections of the Evaluator Workbook, the Human Resources Director will update the Evaluator Workbook with the Town Manager provided date and distribute copies of the Workbook to eligible board members.

5. All Board discussions and deliberations as to the evaluation procedure and completion of the evaluation document are to be held in public session. Board members are not to share their comments with other members of the Board outside of a properly posted public meeting of the Board.

6. Each member, who received one, shall complete their Evaluator Workbook and return it back to the Human Resources Director. Board members completing Evaluator Workbooks are required to meet with the Town Manager to discuss their and the Town Manager's thoughts on the evaluation prior to submission. The timeline for returning the Completed Evaluator Workbook to the Human Resources Director is fifteen (15) calendar days following delivery of the Town Manager completed Evaluator Workbook to the Board members. This time period may be extended by mutual agreement of a simple majority Board vote and the Town Manager. All Select Board members may vote, whether they will complete an Evaluator Workbook or not, on the question of an extension for completion of this task.

7. Not later than (15) calendar days after all required Evaluator Workbook have been received by the Human Resources Director, the Director and the Select Board Chair will prepare, following the Compilation Workbook process, the Select Board's Town Manager Evaluation document.

8. At the next regularly scheduled Select Board meeting, the Select Board Chair will present to the full Board at a public meeting the Select Board's Town Manager Evaluation for approval. Only members who completed and submitted an individual Evaluator Workbook may vote to approve or disapprove the Select Boards evaluation at the full board meeting. Board members, if any, who did not complete an individual Evaluator Workbook must abstain at the time this vote is taken.

9. After the vote of approval, the Town Manager and the Select Board Chair will sign the Select Board's Town Manager Evaluation and provide the signed document to the Human Resources Director. In turn, the Human Resource Director will deliver a copy of the approved Select Board's Town Manager Evaluation to the Town Clerk for public release when requested. For document retention, see the Document Retention section of this document.

MISCELLANEOUS

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

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

SELECT BOARD MEETING MINUTES
MONDAY, JUNE 13, 2022
UN-APPROVED

SB Members Present: John F. Reilly, Chair; Rebecca H. Pine, Vice Chair; Matthew F. Pisani, Clerk; Alison S. Manugian, Member; Peter S. Cunningham, Member
Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant to the Town Manager

Mr. Haddad called the meeting to order at 7:00 PM and reviewed the agenda.

BOARD REORGANIZATION

Mr. Haddad called for nominations for the position of Chair. Mr. Pisani nominated Mr. Reilly. Ms. Manugian nominated Ms. Pine. Ms. Pine said it worked well to have a Chair for 2 years. Mr. Cunningham said it was good to rotate the chairmanship and for them to take turns.

Those in favor of Mr. Reilly - 3 in favor – Members Pisani, Cunningham and Reilly
Those in favor of Ms. Pine – 2 in favor – Members Manugian and Pine

Mr. Reilly was voted in as Chair.

Mr. Reilly called for nominations of Vice Chair. Ms. Manugian nominated Ms. Pine. All 5 members were in favor of Ms. Pine as Vice Chair.

Mr. Cunningham nominated Mr. Pisani as Clerk. All 5 members were in favor of Mr. Pisani as Clerk.

ANNOUNCEMENTS

Mr. Haddad said that Destination Groton had one more forum being held on Saturday, June 25th.

Mr. Haddad said that Mr. Bouchard, Ms. Dunbar, Chief Luth and himself met with the Superintendent and School Committee Chair that afternoon and were going to move the polling location from Middle School North to Middle School South which allowed them to have access to the polling place which was safer for students and teachers and would not interfere with the students and construction.

Mr. Cunningham said that Riverfest was held on Sunday adding it was a great day. He said that the festival had been on hiatus for the past few years due to Covid.

Mr. Cunningham said that a new website had been designed for the Groton Center. He said it was a very well-done website and interactive.

Ms. Pine said that there had been requests to help plant the garden in front of Prescott adding they would be doing that this Saturday for those interested.

Ms. Pine said that Jeffrey Boutwell would be talking this weekend at the Center about Juneteenth.

Mr. Haddad said that Main Street would be stripped once the road settles and the oils from the fresh pavement runs off. He thought this would be done in the next couple of days.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that Ms. Moller was present. Mr. Haddad said that the Town recently went out to the Bond Market on two issues. He said that the first was a renewal of a Bond Anticipation Note (BAN) in the amount of $1,207,300. He said that this BAN was for the Engineering of the two Water Department Projects (new Whitney Pond Well and new Whitney Pond Treatment Plant) and the new dump truck for the Highway Department. Mr. Haddad said that

the low Bid for this BAN was from Oppenheimer & Company with an interest rate of 2.5%. He said that the second was for the permanent borrowing of $20,000,000 for the next phase of the Florence Roche Elementary School Construction Project. Mr. Haddad said that the low bid was received from UBS Financial Services coming in with an interest rate of 3.59%, including a premium of $1,547,562.65, meaning the Town would only be borrowing $18,655,000 (less premium, plus bond costs, etc.) for this project. Mr. Haddad requested that the Board accept these bids and sign off on the borrowing.

Ms. Moller said that both bonding issues were included in the one vote contained in their packet.

Mr. Haddad asked for a motion to approve the bonds as approved within the vote in their packet. Ms. Manugian made that motion. Mr. Cunningham seconded the motion. The motion carried unanimously.

Mr. Haddad said that they put together a budget based on what they thought the interest rates were going to be. He said that they were $42,000 short on the budget for excluded debt for the interest payment. He said that they could raise it on the recap sheet or take care of it at the Fall Town Meeting.

2. Mr. Haddad said that a Review Committee made up of himself, Ms. Dunbar, Mr. Delaney, Mr. Tada, Mr. Gualco, Ms. Collette and Ms. Pine interviewed Environmental Partners and Nitsch Engineering to determine which firm they would hire in response to their Broadmeadow RFP. He said that based on the interviews, the Committee determined that Environmental Partners was best suited to conduct the work. He said it was his intention to enter into a contract with them for this purpose. Mr. Haddad said that they would start work immediately. Mr. Haddad said he would provide the Board with periodic updates, including when they were going to schedule a joint meeting with the Select Board, Planning Board, Conservation Commission, Earth Removal Stormwater Committee and the public to gain input into the final solution to address the flooding of Broadmeadow Road. Mr. Haddad said he was very excited for this project and looked forward to working with everyone as they developed the best solution. Mr. Haddad said that they were going to sign an initial contract which would allow them to hold public meetings and have the various Boards/Committees meet and discuss a design, then sign a revised agreement to design the project as determined by all parties.

3. Mr. Haddad reviewed the Board's schedule for the upcoming few weeks. Ms. Pine suggested that they provide any vacation plans with the Town Manager in order to schedule the Town Clerk interviews.

SELECT BOARD ITEMS FOR CONSIDERATION

1. Mr. Haddad reviewed the Board's committee appointments as listed on page 1 of the attached.

Mr. Cunningham moved to approve the appointments as presented on page 1. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Reilly asked if they had a feeling on the Diversity Task Force. Ms. Pine said that they tried to fill seats based on different constituencies. She thought they maybe needed to open up those seats to others outside of those diversity constituencies. Ms. Manugian said she thought that made sense. Mr. Haddad said he would speak to Ms. Majeski, the Chair, and bring back those two vacancies.

Ms. Manugian moved to approve the appointments on page 2 as presented. Ms. Pine seconded the motion. The motion carried unanimously.

Ms. Manugian moved to approve the appointments on page 3 as presented. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Haddad said he had a couple of appointments on Page 4 and asked the Board to ratify those appointments.

Mr. Cunningham made the motion to ratify the Town Manager's appointments as printed. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Haddad said that the Board of Registrars was going to have a vacancy effective June 30th. He said that the Town Clerk received nominations from both the Democratic and Republican Town Committees and also provided a breakdown of past makeups of the Board. Ms. Pine said that the makeup was supposed to reflect as nearly as possible the registration of the Town and could not appoint someone who was unenrolled. Ms. Pine said she thought they should reappointment Marvin Caldwell.

Ms. Pine moved to appoint Marvin Caldwell to the Board of Registrars. Ms. Manugian seconded the motion. The motion carried unanimously.

ON-GOING ISSES

C: Mr. Haddad said that they were going to start construction meetings tomorrow for the Elementary School.

Mr. Cunningham said that they met with the EPA last week about the contaminated site on the property in front of the Senior Center. He said that the EPA was going to cover the costs of the remediation which was really good news. He said that some of it would be done by hand digging to preserve the trees. Mr. Cunningham said that they were also going to clean up the old sportsman club so that the Town could look at demolishing the building.

MINUTES

Ms. Manugian moved to approve the minutes of the regularly scheduled meeting on June 6, 2022. Mr. Pisani seconded the motion. The motion carried unanimously.

The meeting was adjourned at 7:40pm.

Approved: _____
Matthew F. Pisani, Clerk

_____
respectfully *submitted:* Dawn Dunbar,
Executive Assistant to the Town Manager

Date Approved:

TOWN OF GROTON

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

TO: *Mark Haddad, Town Manager*
FROM: *Dawn Dunbar, Executive Assistant to the Town Manager*
DATE: *June 10, 2022*
RE: *Select Board 2022 Annual Appointments*

BOARDS, COMMITTEES & COMMISSIONS APPOINTED BY THE SELECT BOARD

TOWN MANAGER

Mark W. Haddad	2025

AFFORDABLE HOUSING TRUST FUND

Carolyn Perkins	2024
Phil Francisco	2024

CAPITAL PLANNING ADVISORY COMMITTEE

John Croteau	2023
David Manugian	2023
Jamie McDonald	2023
Michael O'Rourke	2023
Michael Sulprizio	2023

COMMEMORATIONS & CELEBRATIONS COMMITTEE

Donald Black	2023
Gail Chalmers	2023
Michael F. Luth	2023
Steele McCurdy	2023
Vacancy	

COMPLETE STREETS COMMITTEE

George Barringer (Planning Board)	2023
Michelle Collette (At Large)	2023
Peter Cunningham (Select Board)	2023
R. Thomas Delaney Jr. (DPW Dir.)	2023
Stephen Legge (Trails Comm.)	2023
Takashi Tada (Land Use Dir.)	2023
Kristen Von Campe (At Large)	2023

CONSERVATION COMMISSION

Eileen McHugh	2025
Peter A. Morrison	2025
Larry Hurley	2025

COUNCIL ON AGING

Mihran Keoseian	2025
Michael Bouchard	2025
Michelle Collette	2025

DESTINATION GROTON COMMITTEE

Mairi Elliott	2023
Jeff Gordon	2023
Julie Platt	2023
Joni Parker-Roach	2023
Greg Sheldon	2023

DIVERSITY TASK FORCE

Gordon Candow	2023
Michelle Collette	2023
Bhaskar Gupta Karpurapu	2023
Raquel Majeski	2023
Deidre Slavin-Mitchell	2023
James Moore	2023
Fran Stanley	2023
2 Vacancies	

HOUSING PARTNERSHIP

Peter S. Cunningham	2023
Anna Eliot	2023
Richard Perini	2023
Carolyn A. Perkins	2023
Vacancy	

INVASIVE SPECIES COMMITTEE

Jonathan Basch	2023
Brian Bettencourt	2023
Adam Burnett	2023
Richard Hewitt	2023
Olin Lathrop	2023
Ron Strohsahl	2023
Charlotte Weigel	2023
Ben Wolfe	2023
Vacancy	

LOCAL CULTURAL COUNCIL

Kathleen Phelps	2025
Jacquie Waters	2025

LOWELL REGIONAL TRANSIT AUTHORITY

Ashley Shaheen	2023

MBTA ADVISORY BOARD

John Reilly	2023

MONTACHUSETT JOINT TRANSPORTATION COMMITTEE

Russell Burke (Planning Board)	2023
Vacancy – Select Board	2023

MONTACHUSETT REGIONAL PLANNING COMMITTEE

Russell Burke – PB Rep	2023
Peter Cunningham – SB Rep	2023

PERSONNEL BOARD

Norman "Bud" Robertson	2025

SARGISSON BEACH COMMITTEE

Andrew Davis	2025
Cheney Harper	2025
John Reilly (SB Rep)	2025

SCHOLARSHIP COMMITTEE

Geoffrey Kromer	2025
Erica McConnell	2025
2 Vacancies	

SUSTAINABILITY COMMISSION

James Allen	2023
Bruce Easom	2023
Phil Francisco	2023
Alison Peterson	2023
Katrina Posner	2023
Deborah Schwartz	2023
Jim Simko	2023
David Southwick	2023
Virginia Vollmar	2023

TAX RELIEF FOR ELDERS AND THE DISABLED COMMITTEE

Garrett Boles	2023
Louis Dimola	2023
Charles Vander Linden	2023
Paula Martin	2023
Hannah Moller	2023

ZONING BOARD OF APPEALS

Jay Prager	2025
Bruce Easom	2025
Krzysztof Jesak (Associate)	2023
Michael McCoy (Associate)	2023
Tom Peisel (Associate)	2023
Vacancy (Associate)	

BOARD OF REGISTRARS

Please see attached memo from Michael Bouchard, Town Clerk

TOWN MANAGER APPOINTMENTS –Effective Immediately

Election Workers

- Ellen Paxton
- Connie Sartini

Country Club Lifeguards

- Madison Chase
- Nathaniel Philbin
- Joseph Kennedy