

Select Board Meeting Packet

August 22, 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 Manager
Mark W. Haddad

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

Select Board

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

SELECT BOARD MEETING
MONDAY, AUGUST 22, 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. Review and Issue the Warrant for the September 12, 2022 Special Town Meeting
2. Review the First Draft of the 2022 Fall Town Meeting Warrant/Approve Change to the Date for the Fall Town Meeting Warrant Public Hearing
3. Review Latest ARPA Budget – Determine if Changes/Amendments are Warranted
4. Review Proposed Meeting Schedule Through the End of the Year

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

1. Consider Revising the Charge of the Diversity Task Force
2. Consider Appointing Gordon Row to the Complete Streets Committee
3. Consider Setting Fiscal Year 2023 Goals and Objectives

III. 7:15 P.M. Community Preservation Committee – Review Procedures for Projects on Town Property and Projects Requiring Bidding/Estimates Prior to Town Meeting

OTHER BUSINESS

- Review ABCC's Decision on Ixtapa's Appeal of Four Day Suspension of Liquor License
– Consider Issuing a Two Day Suspension as authorized by the ABCC

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 August 8, 2022
 Special Meeting of August 12, 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.



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Town Manager
Mark W. Haddad

To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Agenda Update/Report*

Date: *August 22, 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 Items on Monday's Agenda. The Community Preservation Committee will be present to discuss how to handle proposed CPA Projects when they involve town owned land and buildings and to develop a process of notifications and approvals, as well as, discuss a process to improve procurement so that projects can be bid prior to Town Meeting approval for more accurate budgeting.

1. Enclosed with this Report is the Final Draft of the Warrant for the September 12, 2022 Special Town Meeting. The Board needs to vote to approve and issue the Warrant. The Warrant will go to the Printer on Tuesday morning and be posted by the Constable and delivered to all Residents on August 26, 2022. Please note that the Town Clerk has confirmed that the Quorum for the meeting is 173.
2. Also enclosed with this Report is the First Draft of the October 22, 2022 Fall Town Meeting. I would like to take a few minutes at Monday's meeting reviewing the Warrant with the Board. Please note that we need to change the date of the Warrant Public Hearing from September 12, 2022 to September 19, 2022.
3. At your last meeting, Select Board Member Pine requested that the Board review the ARPA Budget and make any necessary adjustments to the previous approved projects. Enclosed with this report is the approved ARPA Budget for your review. We can discuss this in more detail at Monday's meeting.
4. This is the last meeting on your schedule. I would like to propose the following Schedule that will take you through the end of the year (I will work with the Chair to schedule items):

Tuesday, September 6, 2022
Monday, September 12, 2022
Monday, September 19, 2022
Monday, September 26, 2022
Tuesday, September 27, 2022

Regularly Scheduled Meeting
Special Town Meeting
Regularly Scheduled Meeting
No Meeting (Rosh Hashanah)
Potential Meeting Date, if necessary

Continued on next page – Over>

Select Board
Weekly Agenda Update/Report
August 22, 2022
page two

Monday, October 3, 2022	Regularly Scheduled Meeting
Monday, October 10, 2022	No Meeting (Indigenous People's Day)
Monday, October 17, 2022	Regularly Scheduled Meeting
Saturday, October 22, 2022	2022 Fall Town Meeting
Monday, October 24, 2022	No Meeting (Continuation of Fall Town Meeting)
Monday, October 31, 2022	Regularly Scheduled Meeting
Monday, November 7, 2022	Regularly Scheduled Meeting
Monday, November 14, 2022	No Meeting
Monday, November 21, 2022	Regularly Scheduled Meeting
Monday, November 28, 2022	No Meeting
Monday, December 5, 2022	Regularly Scheduled Meeting
Monday, December 12, 2022	Regularly Scheduled Meeting
Monday, December 19, 2022	Regularly Scheduled Meeting
Monday, December 26, 2022	No Meeting (Christmas Holiday)
Monday, January 2, 2023	No Meeting (New Year Holiday)
Monday, January 9, 2023	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Members of the Diversity Task Force will be present at Monday's meeting to present to the Board a proposed new Charge/Name of the Committee. They are recommending the following:

Diversity, Equity, and Inclusion Committee Charge: The main goal of this committee is to recognize and commemorate the diversity of the residents of Groton, past and present. To do so, the committee will examine our town for areas of unequal representation within our public institutions and spaces, both explicit and implicit, while also creating opportunities to celebrate our diversity as a community. The committee will provide research-based observations and recommendations to the Select Board, focus on the education of our residents, and commit to open dialogue and engagement with our residents.

Term: Diversity, Equity, and Inclusion Committee will meet beginning in August 2022 and continue through the end of July 2023. An interim report along with an Executive Summary will be delivered no later than February 15, 2023 to the Select Board. Each committee member will complete the Racial Healing Handbook prior to beginning their term of service.

2. The Complete Streets Committee is requesting that the Board appoint Gordon Row to the Committee. I would respectfully request that you consider making this appointment at Monday's meeting.
3. Enclosed with this Report is the first Draft of the Proposed Select Board Goals for Fiscal Year 2023. We can review and the Board can consider adopting them at Monday's meeting.

MWH/rjb
enclosures

Warrant, Summary, and Recommendations

TOWN OF GROTON



SPECIAL TOWN MEETING SEPTEMBER 12, 2022

Groton-Dunstable Middle School Auditorium
344 Main Street, Groton, Massachusetts 01450

Beginning Monday, September 12, 2022 @ 7:00 P.M.

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

**SPECIAL TOWN MEETING WARRANT
SEPTEMBER 12, 2022**

Middlesex, ss.
Commonwealth of Massachusetts
To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the twelfth day of September, 2022 at Seven O'clock in the evening, to consider the following:

Article 1: *Additional Funding for the Florence Roche Elementary School Construction*

To see if the Town will appropriate a sum of money to pay costs of designing and constructing a new kindergarten through fourth grade elementary school with an approximate square footage of 109,855 square feet located at 342 Main Street in Groton, Massachusetts, inclusive of abatement and demolition of the existing school structures on said property, new parking lots, relocation of the existing track, various other site improvements, and all other costs incidental and related thereto, which amount shall be expended in addition to the \$76,495,360 previously appropriated for this project under Article 8 of the Warrant at the Town Meeting held on May 1, 2021; to determine whether this amount shall be raised by borrowing or otherwise provided, or to take any other action relative thereto.

Select Board

Select Board: *Recommended Unanimously*
Finance Committee:

Summary: *Permission is respectfully sought for authorization to increase the borrowing for the Florence Roche Elementary School Project by \$9.5 million. As a Town, we recognized the importance and need for a new elementary school for our youngest residents when the Town authorized funding for the Project. This need has not changed, and the reasons why this school is needed in our Town are the same.*

Voter approvals in May of 2021 authorized borrowing for \$76,495,360 for the construction of the project, which is funded in part by a grant from the Massachusetts School Building Authority. The grant is anticipated to be \$26.1 million, with the remaining amount funded by the Town of Groton. Construction of the project is well underway.

There has been unprecedented escalation in construction costs across the Commonwealth since the project was approved in May of 2021. The current estimated project cost is \$85.9 million, \$9.5 million more than was previously authorized.

Therefore, permission is respectfully sought for authorization to increase the borrowing for the Florence Roche Elementary School Project by \$9.5 million.

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 22nd Day of August in the year of our Lord Two Thousand Twenty-Two.

John F. Reilly

John F. Reilly, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice Chair

Matthew F. Pisani

Matthew F. Pisani, Clerk

Alison S. Manugian

Alison S. Manugian, Member

Peter S. Cunningham

Peter S. Cunningham, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

Revised: August 15, 2022

Warrant, Summary, and Recommendations

TOWN OF GROTON



2022 FALL TOWN MEETING

Groton-Dunstable Middle School Auditorium
344 Main Street, Groton, Massachusetts 01450

Beginning Saturday, October 22, 2022 @ 9:00 AM

Attention – Voters and Taxpayers
Please bring this Report to Town Meeting

Introduction to Groton Town Meeting

Voters are familiar with casting ballots in local and state elections, but they have another important civic duty in towns, the Town Meeting.

What is Town Meeting?

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year.

What is a warrant?

The warrant is the official notice to voters that a Town Meeting is scheduled. The warrant includes the date, time, location and a description of each subject to be acted on at Town Meeting. In Groton, the warrant must be posted in two public places and mailed to each household 14 days in advance of Town Meeting. "The warrant must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town."¹ "Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article."²

How does Town Meeting proceed?

Voters attending Town Meeting must first check in with the clerks and receive a voting card which is required to vote. The meeting typically acts on the articles in the order they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the moderator on the floor for debate. Permission of the moderator is required to speak. The moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the moderator will call for a vote by a show of voter cards. If the vote is too close to call by sight or if seven voters immediately question the moderator's declaration of the vote, the moderator will order a hand count to confirm the vote.

Who can attend?

Town Meeting is open to the public. Only Groton voters are entitled to attend, speak and vote. Non-voters may be required to sit in a separate section. Non-voters may ask the moderator to speak on the topic of the debate.

¹ *Town Meeting Time: A Handbook of Parliamentary Law* (page 12) Johnson, Trustman and Wadsworth, Third Edition, 2001.

² *Id.*

How long is town meeting?

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

Explanation of a Consent Agenda

A consent agenda is a procedure to group multiple main motions into a single motion for voting. A consent agenda saves time by eliminating the reading of multiple motions and explanations when there are no objections or questions. In Groton, a consent agenda generally consists of articles unanimously supported by the Select Board and Finance Committee. Articles that change by-laws or introduce new spending are typically not included. In this warrant, the Select Board has grouped articles in consent agendas and labeled them for easy reference.

How Consent Agendas Work

As the first step to act on a consent agenda, the moderator will read the titles of the included articles. A voter who wishes to remove an article from the consent agenda for separate debate and vote should state "hold." The held article will be set aside and acted on after the vote on the consent agenda. After the meeting agrees on the contents of the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every motion included in the consent agenda will either pass or fail as a group. Voters should read the warrant and review the proposed consent agendas to identify articles they wish to remove for separate consideration.



Town Meeting Access for Voters with Disabilities

Parking – Universally accessible parking spaces are available in the parking lot in front of the Groton Dunstable Middle School South. There is a ramp providing access from the parking lot to the front door of the Middle School.

Wheelchair Accessible & Companion Seating – Wheelchair spaces, seating for people with mobility issues and companion seats are available in the center aisle on both sides of the auditorium.

Sign Language – A Sign Language Interpreter will be provided for the hearing impaired, upon request, at least one week prior to the meeting.

Speaking at Town Meeting – There will be volunteers available to bring hand-held microphones to voters who have mobility issues or cannot stand in line and wait at the microphones.

Restrooms – Accessible restrooms are available near the entrance to the auditorium.

Transportation to Town Meeting - The Council on Aging van will be available to Groton residents attending Town Meetings at no charge. All riders will be at the meeting prior to the start. The van is wheelchair accessible. Your reservation can be made by calling the Senior Center at 978-448-1170. Seats will be filled on a first come, first serve basis.

Questions or concerns - If you or a member of your household has questions or would like to request a sign language interpreter, please contact the Select Board's Office at Town Hall at 978 448-1111 at least one week before the Town Meeting.

**FALL TOWN MEETING WARRANT
OCTOBER 22, 2022**

Middlesex, ss.
Commonwealth of Massachusetts
To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium, 344 Main Street, Groton, Massachusetts in said Town on Monday, the twenty-second day of October, 2022 at Nine O'clock in the morning, to consider the following:

ARTICLE LISTINGS

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Article 2*	Amend the Fiscal Year 2022 Town Operating Budget	5
Article 3*	Amend the Fiscal Year 2022 Stormwater Enterprise Budget	6
Article 4*	Transfer Money Into Capital Stabilization Fund	6
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*Will be presented as one motion as a Consent Agenda

Article 1: *Prior Year Bills*

To see if the Town will vote to transfer from available funds a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *Town Meeting approval is required to pay bills from a prior fiscal year. A list of unpaid bills will be provided at Town Meeting. Please see the Town Manager's Report starting on page 33 for additional information related to this Article.*

Article 2: *Amend the Fiscal Year 2022 Town Operating Budget*

To see if the Town will vote to amend the Fiscal Year 2023 Operating Budget as adopted under Article 5 of the 2022 Spring Town Meeting and vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for Fiscal Year 2023, or to take any other action relative thereto.

Finance Committee

Select Board

Town Manager

Select Board:

Finance Committee:

Summary: *The Fiscal Year 2023 Town Operating Budget was approved at the 2022 Spring Town Meeting in May, 2022. Any changes to this Budget would have to be made prior to setting the tax rate. The purpose of this article is to make any necessary changes to balance the FY 2023 Operating Budget. Please see the Town Manager's Report starting on page __ for additional information related to this Article.*

Article 3: *Amend the Fiscal Year 2023 Stormwater Enterprise Budget*

To see if the Town will vote to amend the Fiscal Year 2023 Stormwater Enterprise Budget as adopted under Article 5 of the 2022 Spring Town Meeting and to raise the necessary funds through the Stormwater Facility User Utility Fee as may be necessary to defray the expenses of the Stormwater Enterprise Budget for Fiscal Year 2023, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *The Fiscal Year 2023 Stormwater Enterprise Budget that was approved at the 2022 Spring Town Meeting under Article 5, needs to be adjusted to reflect additional expenses that were not identified at the time the budget was developed and approved. The purpose of this article is to make any necessary changes to the Stormwater Budget. Please see the Town Manager's Report starting on page ___ for additional information related to this Article.*

Article 4: *Transfer Money Into the Capital Stabilization Fund*

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow pursuant to any applicable statute, a sum or sums of money to be added to the sum already on deposit in the Capital Stabilization Fund, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *As of the printing of this Warrant, the Fund has a balance of \$_____. The financial management goal is to achieve and maintain a balance in the Capital Stabilization Fund equal to 1.5% of the total annual budget. The target amount for the Capital Stabilization Fund will be provided at Town Meeting. Please see the Town Manager's Report starting on page ___ for additional information related to this Article.*

Article 5: *Transfer Money into the Stabilization Fund*

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow pursuant to any applicable statute, a sum or sums of money to be added to the sum already on deposit in the Stabilization Fund, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *As of the printing of this Warrant, the balance in this fund is \$_____. The financial management goal is to achieve and maintain a balance in the Fund equal to 5% of the total annual budget. The target amount for the Fund will be provided at Town Meeting. Please see the Town Manager's Report starting on page __ for additional information related to this Article.*

Article 6: *Transfer Money into the GDRSD Capital Stabilization Fund*

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow pursuant to any applicable statute, a sum or sums of money to be added to the sum already on deposit in the Town of Groton Capital Stabilization Fund for the Groton Dunstable Regional School District, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *As of the printing of the Warrant, the balance in this fund is \$_____. This fund covers the Town of Groton's share of the Groton Dunstable Regional School District Committee's long-range Capital Plan to address its capital needs. The target amount will be provided at Town Meeting. Please see the Town Manager's Report starting on page __ for additional information related to this Article.*

Article 7: *Assessing Mapping Software Update*

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of updating the Assessors' Maps, and all associated costs related thereto, or to take another other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *The purpose is to review for accuracy and correctness for all parcels within the Town of Groton via a review of deeds, recorded land plans and surveys. The scope of the work would entail a parcel-by-parcel review to determine the accuracy. This is necessary because the Assessors maps are the official record of the Town and it has been determined that not all historical data has been accurately captured. Benefit to the Town is that reliable land data is necessary for the accurate valuation of property for taxation purposes.*

Article 8: *Adopt M.G.L., C. 41, §108P*

To see if the Town will vote to accept M.G.L. c. 41, Section 108P, allowing for the additional compensation for the Town Collector or Treasurer in the amount of \$1,000.00, annually, upon completing the necessary courses of study and training and being awarded the requisite certification and providing such proof to the Town Manager, and such additional compensation shall be subject to appropriation by the Town; or take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *This article establishes acceptance of Massachusetts General Law to provide additional annual compensation for the Town Collector or Treasurer for completing the necessary course of study and training and being awarded the requisite certification.*

Article 9: *Adopt M.G.L. C. 59, §21A*

To see if the Town will vote to accept M.G.L. c. 59, Section 21A, allowing for additional compensation for the Town Assessor in the amount of \$1,000.00, annually, upon completing the necessary course of study and training and being awarded the requisite certification and providing such proof to the Town Manager, and such additional compensation shall be subject to appropriation by the Town; or take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *This article establishes acceptance of Massachusetts General Law to provide additional annual compensation for the Town Assessor for completing the necessary course of study and training and being awarded the requisite certification.*

Article 10: *Debt Service for Middle School Track*

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2023 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting and Article 9 of the April 30, 2022 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

Select Board:

Finance Committee:

Community Preservation Committee:

Summary: *This article appropriates the debt payments for the Middle School Track Project. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2023 is \$8,835. Funding for this would be paid from the Unallocated Reserve.*

Article 11: Additional Funding for Master Plan

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the update to Groton's Master Plan as prepared by the Planning Board and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Planning Board:

Summary: *The 2022 Spring Town Meeting appropriated \$100,000 for the Planning Board to hire a consultant to begin updating the Town's Master Plan. The anticipated cost to complete the update is \$150,000. The original intent was to ask the Town to appropriate the additional \$50,000 next year, but having all of the money upfront will provide the Planning Board with the opportunity to solicit bids and enter into one contract that is fully funded. It will give the Planning Board a competitive advantage in procuring a consultant. This Article will seek \$50,000 from Free Cash for this purpose.*

Article 12: Whitney Pond Well Site Construction

To see if the Town will vote to appropriate an additional sum or sums of money, by borrowing or otherwise, to be expended under the direction of the Board of Water Commissioners, to pay all the costs of construction related to the development of the new Whitney Pond Well Site (Whitney Pond Well #3), including the payment of all costs incidental and related thereto, or to take any other action relative thereto.

Board of Water Commissioners

Select Board:

Finance Committee:

Summary: *This article allows the Board of Water Commissioners to expend an additional sum of \$150,000.00, to be raised through water rates, to cover the additional costs of Construction related to the new source well at the Whitney Pond Well Site (Whitney Pond #3).*

Article 13: *Electronic Voting at Town Meeting*

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow, a sum or sums of money, to be expended by the Town Manager, to purchase the necessary software and devices to allow for Electronic Voting at all Groton Town Meetings, and all costs associated and related thereto, or to take any other action relative thereto.

Electronic Voting Study Committee

Select Board:

Finance Committee:

Summary: *The 2022 Spring Town Meeting created an Electronic Voting Study Committee, which was charged with evaluating the option of implementing electronic voting at Town Meeting. The Committee, made up of the Town Clerk and four registered voters of the Town appointed by the Town Moderator, has performed a comprehensive review of electronic voting including risks, benefits, costs, and procedures. The Committee will present their findings to Town Meeting along with the cost of acquiring and operating electronic voting, should Town Meeting vote to do so. It is anticipated that the cost to procure this system is \$____.*

Article 14: *Funding to Remove Building – 159 West Main Street*

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to remove the building located at 159 West Main Street and shown on Assessors' Map 106 as Parcel 33, and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *This property is the former Squannacook Sportsman Club. Recently the Federal Environmental Protection Agency, in cooperation with the Massachusetts Department of Environmental Protection, conducted a clean-up to remove all lead from this property, building and abutting properties. The 2018 Spring Town Meeting authorized the Select Board to take this property, but the Select Board held off until such time as it was environmentally sound to do so. The Plan is to use this property to supplement the activities of the Center in West Groton by creating walking paths, picnic areas and overflow parking. The purpose of this Article is to provide the necessary funding to remove the former Indoor Shooting Range.*

Article 15: *Amend Chapter 105 – “Alcoholic Beverages”*

To see if the Town will vote to amend Chapter 105, “Alcoholic Beverages, §105-1 “Open Container of Alcoholic Beverage”, by deleting §105-1 in its entirety and replacing it with the following:

§105-1 – Open Container of Alcoholic Beverage. No person shall possess an open container of any alcoholic beverage, as defined in MGL C. 138, § 1, while on, in or upon a) any public way or any way to which the public has a right of access; or b) any public common, park or playground; or c) any place to which members of the public have access as invitees or licensees without consent of the owner or person in control of such land or place; or d) any private land or place without consent of the owner or person in control of such land or place, provided, however, that the Select Board may authorize the sale, possession, and consumption of alcoholic beverages on any Town-owned property from a duly licensed vendor.

or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *Approval of this Article will allow the Select Board, acting as the Local Licensing Authority, and pursuant to the General Laws of the Commonwealth, to grant a liquor license for consumption of alcoholic beverages on Town-owned property.*

Article 16: Amend Chapter 196 – “Signs”

To see if the Town will vote to amend Section 196-5 of the Town of Groton Bylaws (entitled “Prohibited signs”), by inserting the following new paragraph J:

J. Signs that threaten violence against particular individuals or groups.

or to take any other action relative thereto.

Sign Committee

Select Board:

Finance Committee:

Summary: *After receiving several complaints expressing concerns about some political signs around Town, the Sign Committee asked Town Counsel to do a complete and thorough review of the Sign Bylaw to determine if amendments to the Bylaw can address these kinds of signs. In Town Counsel’s Opinion, amendments to the Sign Bylaw seeking to regulate profane content is likely unenforceable and unlikely to be approved by the Attorney General’s Office. That said, an amendment to prohibit signs containing threatening content may be permissible if drafted and enforced consistent with First Amendment holdings. The purpose of this Article is to amend the Sign Bylaw to prohibit signs containing threatening content.*

Article 17: Citizens’ Petition – Rezone 797 Boston Road

To see if the Town will vote to rezone the property situated at 797 Boston Road, which is shown on the Groton Assessor’s Maps as Parcel 133-49 and described in a deed recorded with Middlesex County South District Registry of Deeds in Book 45322 at Page 597, as Neighborhood Business (NB), or to take any other action relative thereto.

Citizens’ Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Eileen Hackney	124 Riverbend Drive	Kristin Murphy	39 Britt Lane
Michael Hackney	124 Riverbend Drive	Kathleen Murphy	39 Britt Lane
Ralph Acaba	45 Painted Post Road	Craig McMahan	201 Flavell Road
Maureen Naughton	633 Longley Road	Jennifer Savoie	201 Flavell Road
Robinson Moore	26 Powderhouse Road	Kevin Griffin	168 Shelters Road

Select Board:

Finance Committee:

Planning Board:

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *The owner of this parcel wishes to change the zoning of the property from Residential–Agricultural (R-A) to Neighborhood Business (NB) to allow for the development of an indoor pickleball facility. The proposed facility would require the issuance of a Special Permit by the Zoning Board of Appeals, pursuant to the Zoning Bylaw.*

Article 18: Citizens’ Petition – Extend Center Sewer District

To see if the Town will vote to extend the “Groton Center Sewer District” as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors’ Map 225-49 (91 Chicopee Row) but only for the exclusive use of 91 Chicopee Row, and its successors or assigns, and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner’s proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

Citizens’ Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Donald Black	573 Longley Road	Robert S. Hargraves	21 Temple Drive
Dan Emerson	348 Boston Road	Ellen T. Hargraves	21 Temple Drive
Deirdre Slavin-Mitchell	313 Longley Road	Earl N. Carter	8 Lone Lane
John R. Sopka	344 Boston Road	Bonnie Carter	8 Lone Lane
Alicia Black	573 Longley Road	Patricia DuFresne	90 Townsend Road

Select Board:

Finance Committee:

Sewer Commission:

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *This article requests authorization from the Town Meeting to expand the Center Sewer District to include Lot 225-49, Groton. This article, if approved, will provide Sewer Capacity for the exclusive use of said Lot.*

Article 19: *Citizens' Petition – Reduce the Tax Rate*

Reduce the tax rate: Long term residents are being forced out of town because the taxes are too high. For residents that have lived in town twenty-five (25) years or longer the overall tax shall not increase even if the appraised value of the property is increased.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Jacqueline Thibeau	291 Townsend Road	Guy Alberghini	215 Main Street
Cathy Smith	46 Painted Post Road	John Caloggero	71 Tavern Road
Darlene Deschambeault	13 Longfellow Road	Max Hallsett	39 Chicopee Row
Steven Fells	1035 Lowell Road	Brenden Mahoney	47 Hoyts Wharf Road
Carol Coleman	505B Boston Road	Ronald Moncoeur	15 McCarthy Drive

Select Board:

Finance Committee:

Summary: *No Summary was submitted with this Article.*

Article 20: *Citizens' Petition – Affordable Housing*

Affordable Housing: Each development of three (3) houses or more shall have affordable housing. Developers shall not be able to buy the way out of building affordable housing.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Jacqueline Thibeau	291 Townsend Road	Guy Alberghini	215 Main Street
Cathy Smith	46 Painted Post Road	Darlene Deschambeault	13 Longfellow Road
Max Hallsett	39 Chicopee Row	Steven Fells	1035 Lowell Road
Carol Coleman	505B Boston Road	Ronald Moncoeur	15 McCarthy Drive
Yumei Sun	40 Wyman Road	Kevin Fuller	142 Gay Road

Select Board:

Finance Committee:

Summary: *No Summary was submitted with this Article.*

Article 21: Citizens' Petition – Side by Side Comparison

Side by Side comparison: There shall be a side-by-side comparison in the town meeting booklet as well as on a screen at the town meeting for everyone to see the current tax rate and what the tax rate will be if the bill that is being voted on passes.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Jacqueline Thibeau	291 Townsend Road	Guy Alberghini	215 Main Street
Cathy Smith	46 Painted Post Road	Darlene Deschambeault	13 Longfellow Road
Max Hallsett	39 Chicopee Row	Steven Fells	1035 Lowell Road
Brenden Mahoney	47 Hoyts Wharf Road	Carol Coleman	505B Boston Road
Ronald Moncoeur	15 McCarthy Drive	Yumei Sun	40 Wyman Road

Select Board:

Finance Committee:

Summary: *No Summary was submitted with this Article.*

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 3rd Day of October in the year of our Lord Two Thousand Twenty-Two.

John F. Reilly

John F. Reilly, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice Chair

Matthew F. Pisani

Matthew F. Pisani, Clerk

Alison S. Manugian

Alison S. Manugian, Member

Peter S. Cunningham

Peter S. Cunningham, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

REPORT OF THE TOWN MANAGER TO THE 2022 FALL TOWN MEETING

Respectfully submitted,

Mark W. Haddad

Mark W. Haddad
Town Manager

Town of Groton
Board of Selectmen
173 Main Street
Groton, MA 01450

PRSRT STD
U.S. Postage
PAID
Groton, MA 01450
PERMIT #3

RESIDENTIAL POSTAL PATRON GROTON, MA

	Proposed Budget for Town of Groton											revised	6/1/2022
	Coronavirus State and Local Fiscal Recovery Funds												
Spending Date	Allotment	Projects:	AR1	AR2	AR7	AR3	AR7	AR6	AR4	AR9	AR5	AR8	
			GDRSD	Comm Towers	Employee Retention	Public Safety Ops & Dispatch Center FY23	DPW FTE Replacement	Taylor St Water Mains	Nod Road Pump Station/I&I Study	Interface Mental Health	BroadMeadow Rd. Engineering	Admin/ Consulting	Avail Funds
						*300k & 150k & 19,600							
	3,385,120		900,000	650,000	170,000	469,600	38,000	244,869	520,000	18,000	200,000	9,000	165,651
Sep-21	(7,000)								(7,000)				
Oct-21	(44,000)						(38,000)		(6,000)				
Nov-21	(5,000)								(5,000)				
Dec-21	(584,333)		(442,495)		(138,398)				(2,000)			(1,440)	
Jan-22	(80)											(80)	
Feb-22	0												
Mar-22	(80)											(80)	
Apr-22	(1,480)			(1,400)								(80)	
May-22	0												
Jun-22	0												
Jul-22	0												
Aug-22	0												
Sep-22	0												
Oct-22	0												
Nov-22	0												
Dec-22	0												
Jan-23	0												
Total Spending	(641,973)		(442,495)	(1,400)	(138,398)	0	(38,000)	0	(20,000)	0	0	(1,680)	0
	(641,973)	xft											
Avail Budget	2,743,147		457,505	648,600	31,602	469,600	0	244,869	500,000	18,000	200,000	7,320	165,651
	2,743,147	xft											

Dawn Dunbar

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Monday, May 23, 2022 3:15 PM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Gordon Row

Phone Number

Email

What Committee Are You Interested In Joining?

Complete Streets

Please give us a brief explanation of why you are interested

I very much see the need for work in this area, and this committee's charter lines up with much of my interests and experience. Mainly, I'm interested in helping to address the topic of access: the ability to safely and readily travel around on foot or by bike. Living in West Groton, I'm also very interested in how we can better interconnect the more popular or special areas of town.

FISCAL YEAR 2023

GOALS OF THE GROTON SELECT BOARD

1. Environmental Issues with Regard to Contamination (PFAS, GEMS Site, Nod Road Landfill, etc.) and Weather Events

Select Board Member Assigned:

Goal:

1. 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.
2. Increase services to Groton residents during extreme heat weather incidents, which are predicted to increase due to Climate Change. Specifically, provide staffing for at least one air-conditioned public building (Library or Groton Center) to be open for at least 4 hours in the afternoon on any day when the temperature is expected to be above 90 degrees for some of the afternoon.
3. Leverage funding to address flooding on Broadmeadow Road so as to improve traffic circulation and parking options, and increase economic development opportunities in the center of Town to the greatest extent possible.

Measurable Benchmark:

Develop monitoring plan to keep Board apprised of steps taken to address said issues. Institute Policy for Cooling Stations during extreme weather events by May, 2023. Hold Public Forum on Broadmeadow improvements in the Fall of 2022 to help finalize plans for Broadmeadow improvements. Apply for Grant Funding to pay for project by May, 2023.

2. Taxpayer Burden /Costs of Government

Select Board Member Assigned:

Goal:

Understand Density and Tax Implications. Continue to review and explore ways to expand PILOTS.

1. Determine Impact of large single-family parcels
2. Understand Limits of Commercial Growth
3. Determine break even points for multi-family, apartments, etc. that keep parcels self-supporting
4. Continue to work with the various Non-Profit organizations in Groton on PILOT payments
5. Monitor the use of ARPA funds to ensure they are being used for the greatest benefit to Groton residents.

Measurable Benchmark:

Schedule Meeting with Finance Team by December 31, 2022 to discuss Tax Policy and how new Growth is determined. Revisit PILOTs with various organizations by March 31, 2023

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

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). Analyze current open market housing values and affordable sale prices. Consider setting up a program to purchase homes for sale in Groton and sell them as an affordable in perpetuity. Support efforts by all of Groton's Housing Committees, and any needed Zoning changes, to increase the supply of Affordable Housing.

Measurable Benchmark: This is the second year of a two-year goal and 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 RFPs for the creation of affordable housing.

4. Prescott School
Select Board Member Assigned:

Goal: Work with Capital Planning Advisory Committee to understand the current building condition and risks and the long-term investment needed in the building.

Measurable Benchmark: Schedule workshop with Capital Planning Advisory Committee by December 31, 2022 to outline parameters of this goal.

5. Diversity, Equality and Inclusion
Select Board Member Assigned:

Goal: Work with the Diversity Task Force to formulate an effective response to incidents of White Supremacist activity, and actions or incidents of Anti-Semitism, Racial Bigotry, and other anti-Democratic activities.

Measurable Benchmark: Schedule Workshop with Diversity Task Force by December 31, 2022 to formulate a response.

SELECT BOARD MEETING MINUTES MONDAY, AUGUST 8, 2022

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 Haddad, Town Manager; Dawn Dunbar, Executive Assistant to the Town Manager; Patricia DuFresne, Town Accountant; Hannah Moller, Treasurer; Megan Foster, Assessor; Tammi Mickel, Assistant Assessor

Others Present: Bud Robertson

Mr. Reilly called the meeting to order at 7:00pm and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad said the Capital Planning Committee met tonight. He will provide an update later in the meeting.

PUBLIC COMMENT

Mr. Cunningham said with the heat wave right now and water being a big issue, there is a water ban but is there any input from the water department in regards to any enforcement on automatic sprinklers?

Mr. Haddad said he will find out and report back to the board.

TOWN MANAGERS REPORT

1. Mr. Haddad said we advertised to fill the Tax Collector Assistant vacancy. It is a 15-hour position. Hannah Moller and Melisa Doig interviewed several applicants and narrowed it down to Victoria Maillett. Mr. Haddad said after looking at her resume, she is very qualified.

Mr. Haddad requested that the board to ratify the appointment of Victoria Maillett as Tax Collector Assistant effective September 1st, 2022.

Ms. Pine moved to ratify the Town Managers appointment of Victoria Maillett as Tax Collector Assistant effective September 1st, 2022. Mr. Pisani seconded the motion. The motion carried unanimously.

2. In regards to the Fiscal Year 2022 Fourth Quarter Financial Report, Mr. Haddad said revenues were beyond outstanding. He said motor vehicle excise taxes continue to be strong, the local meals tax and local occupancy tax continue to be very strong as well. He said payments in lieu of taxes are also strong. The big story is the Groton Country Club. To say the least, Fiscal Year 2022 was the most successful year the Groton Country Club has ever had. It is a testament to the strong management that Shawn Campbell has provided the Town during his outstanding tenure in Groton. Fiscal Year 2022 total expenses including salaries, wages, general expenses, capital projects and overhead was \$621,615. The Total Revenue was \$739,701, with a profit of \$118,086 which has been the greatest year in the history of the Groton Country Club. He said May, June and July have been record setting months and hopes that trend continues. He said that he would argue that the Fiscal Year 2023 appropriation for the pool deck repair (\$110,000) has already been covered. Ms. Pine asked if the profit go into the general fund and not roll over to be available for just the Groton Country Club? Mr. Haddad said that is correct, it goes into the general fund as free cash. If the Groton Country Club gets 3 years like this year, he will consider them becoming an enterprise. Mr. Haddad said there were some deferral real estate tax payoffs. He said Mrs. Moller took the time to call every taxpayer going into foreclosure and explained to them what they needed to do. Mrs. Moller said there were a lot of residents who were unaware they had outstanding taxes.

7:15PM - PUBLIC HEARING - STORMWATER UTILITY FEE FOR FISCAL YEAR 2023

Mr. Haddad read the hearing notice into the record.

Mr. Haddad asks the Board to open the public hearing and continue the public hearing till the end of the discussion. Mr. Pisani moved to open the public hearing. Ms. Pine seconded the motion. The motion carried unanimously.

TOWN MANAGERS REPORT-Cont.

Mr. Haddad said overall FY22 was a good year for the town in terms of meeting the budget and providing the same level of service we have in the past.

Mr. Haddad asked the Board to reopen the public hearing for the Stormwater Public Utility Fee.

Ms. Pine moved to reopen the public hearing for the Stormwater Public Utility Fee. Mr. Pisani seconded the motion. The motion carried unanimously.

PUBLIC HEARING - STORMWATER UTILITY FEE FOR FISCAL YEAR 2023 – Cont.

Mr. Haddad said the budget that was approved at town meeting was \$216,995. That said, since Town Meeting voted the budget, he discovered that he did not include the Enterprise Fund Intergovernmental Cost (total of \$23,000) and the Union Agreement Cost (\$1,100). This will bring the total FY 2023 Stormwater Budget to \$241,095. This is the budget that the Select Board will need to set the Stormwater Fee for Fiscal Year 2023. Pursuant to Section 154-5 of the Town Bylaws, the Select Board needs to set and approve a User Fee to fund the approved Stormwater Utility Budget. Please note that this fee will be charged to all improved lots in Town. According to our Principal Assessor Megan Foster, there are 4,004 lots in Town that are considered improved. Vacant and open space properties are not subject to this fee. Based on last year's budget, the Select Board set the Stormwater Fee at \$52. Based on this year's budget and using the same parcel count as last year, the Fee should be set at \$60.21, or an increase of \$8.21, or 15.8%. Based on this, he is recommending a Stormwater Fee of \$60 for Fiscal Year 2023. If approved by the Board, the bills will go out in late September.

Mr. Cunningham moved to close the public hearing. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to set the Stormwater fee for Fiscal Year 2023 at \$60.00. Ms. Manugian seconded the motion. The motion carried unanimously.

7:30PM - GROTON MUSIC HALL - LIQUOR LICENSE APPLICATION PUBLIC HEARING

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

Mr. Cunningham moved to open the public hearing. Ms. Pine seconds the motion. The motion carried unanimously.

Attorney Brian Akashian was present with Lisa Fiorentino, Executive Director of Groton Hill Music Center and Matthew Malikowski, Music Director at Groton Hill Music Center. He said he is representing Groton Hill Music, Inc dba Groton Hill Music Center and their application for an All-Alcoholic On-Premises Liquor License. He said the Groton Hill Music Center is a non-profit organization that has been around since 1985. They built a 126,000 sq. ft. performing arts center. There will be 2 performance spaces which the intention is to offer alcohol sales for select performances. There are 5 alcohol service areas. The Concert Hall seats 1,039 people and would offer 4 bars. The Meadow Hall seats 309 people and would offer 1 bar. The Woodland Room which is a dining room seats 85 people and would offer 1 bar. There is also a Skyview room for rental or preshow purposes, seats 150 people and the lawn seats about 1,000 people and would offer 2 bar areas. He said The Groton Hill Music Center has contracted Gourmet Caterers to do the service and management of the alcohol. All of their employees will be tips trained and purchasing will be compliant with ABCC procedures and policies. Lisa and Matthew will be trained as certified food managers and be tips certified. The hours of operation will be during performances or functions, Sunday thru Saturday, typically between 12:00pm thru 10:00pm. Alcohol purchases will only be offered for performances and functions. All services will be for an invited guest or ticket holder. Mr. Pisani asked what is the criteria for an alcohol event vs. non-alcohol event. Mr. Malikowski said it would be based on the performance and the attending audience.

Mr. Cunningham moved to close the open hearing. Mr. Reilly seconded the motion. The motion carried unanimously.

Mr. Haddad asked the Board to issue the liquor license to Groton Hill Music, Lisa Fiorentino, Manager, hours of operation are Sunday thru Saturday, 12:00pm to 10:00pm in the service areas as indicated on plan provided. Ms. Pine moved the motion. Ms. Manugian seconded the motion. The motion carried unanimously.

Mr. Haddad said we will submit this to the state and once we get approval from ABCC we will inform Groton Hill.

TOWN MANAGERS REPORT – Cont.

3. Mr. Haddad reviewed and provided updates of the Fiscal Year 2022 goals

- **Goal 1 - Environmental (Contamination) Issues**
Mr. Haddad said the latest update is we had a joint meeting between DEP, Groton Select Board, Dunstable Select Board, Groton Board of Health, Groton Water Commission and GDRSD Committee was held on May 26th to discuss the PFAS Issue at the High School. The meeting was very informative. The Select Board will be holding a meeting on September 19th with Geological Field Services, the Board of Health and the Greenway Committee to discuss the Nod Road Landfill. He said another update from today on the GEMS site, the federal DPA is coming out with their contractors to start that clean up. He said this goal is complete.
- **Goal 2 - Taxpayer Burden / Costs of Government**
Mr. Haddad said the we covered the latest update back in May. He said we've done the ticket tax, the PILOT reviews, Groton School provided \$35,000 for engineering for the sidewalk. He said this was a very successful goal and we completed it.
- **Goal 3 Affordable Housing and Housing Diversity**
Mr. Haddad said the latest update is The Cow Pond Brook Road Proposed Chapter 40B Project has been approved by Mass Housing to move to Town permitting. An application to the Board of Appeals is due to be filed within the next week. With regard to the Deluxe Property Redevelopment, this project has been submitted to Mass Housing and the Select Board submitted comments to Mass Housing in support of the project. He said the first year of this two-year goal has been successful with more to come.
- **Goal 4 Promote Economic Development**
Mr. Haddad said we completed this back in May with the update. He said the Destination Groton Committee is working really well. He said that goal is complete.

Mr. Haddad said he wanted to bring to the Select Board and the Finance Committee's attention, the Planning Board is getting ready to bid on the Master Plan. There was \$100,000 approved at the town meeting. The anticipated cost is \$150,000. He said he is going ask the Select Board and the Finance Committee to consider appropriating the other \$50,000 in the fall.

Mr. Haddad said the Board did a great job on their goals. He said it is time for the Board to start the process for goals for 2023.

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

SELECT BOARD ITEMS FOR CONSIDERATION

1. Mr. Reilly discussed the Annual Performance Review of the Town Manager. Mr. Haddad was given an Outstanding Rating for the previous year. Mr. Haddad thanked the board for the review given and the comments made. He said he is only as good as the staff that he works with and the department heads that are here. He said because of the great team they have assembled; it makes his job easier. He said he wanted to thank the Board, all the department heads and the employees for a great year.

Mr. Cunningham moved to approve the evaluation of the Town Manager for Fiscal Year 2022. Ms. Pine seconded the motion. The motion carried unanimously.

1. Mr. Haddad provided the Board their liaison assignments.
2. Mr. Haddad said Mr. Cunningham drafted a letter to send to the State Requesting that DCR Initiate Planning Process for the Reconstruction of the Nashua River Rail Trail. Mr. Cunningham will present the letter to the other towns Select Boards for approval before submitting.

Ms. Pine moved to approve the letter in seeking repair of the Nashua River Rail Trail and authorize Mr. Cunningham to go to the other Towns and seek their support. Mr. Reilly seconds the motion. The motion carried unanimously.

ANNONCEMENTS- Cont.

Mr. Haddad said the Capital Planning Committee met earlier in the evening. They are updating the capital asset list and they talked about the process. Mr. Haddad and the Capital Planning Committee want to schedule a joint meeting with the Select Board, the Capital Planning Committee and the Finance Committee in September to review last year's plan to see what it looks like and to make any recommendations prior to the development of this year's plan. Mr. Haddad said the since the Select Board requested that the Capital Planning Committee review Prescott, Mr. Haddad is going to schedule a tour for the Capital Planning Committee to do a walk-through of the facility.

ONGOING ISSUES

Mr. Haddad said he has no updates on the on-going issues.

Mr. Reilly said he saw a lot of work at the RT40 water treatment. Mr. Haddad said that is up and running.

MEETING MINUTES

Mr. Cunningham moved to approve the minutes of the regularly scheduled meeting on July 25, 2022 as amended.

Ms. Manugian seconded the motion. The motion carried unanimously.

Mr. Reilly adjourned the meeting at 8:15pm.

Approved: _____

Matthew F. Pisani, Clerk

respectfully submitted: Tammi Mickel,
Assistant Assessor

Date Approved:

**SELECT BOARD MEETING MINUTES
MEETING VIA ZOOM
FRIDAY, AUGUST 12, 2022
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; Patricia Dufresne, Town Accountant; Megan Foster, Principal Assessor; Hannah Moller, Tax Collector/Treasurer; Melisa Doig, HR Director; Bud Robertson, Finance Committee Chair; Jason Kauppi, Moderator; Tripp Mcelroy, Gilbane Construction; Steve Michener and Meryl Nistler, Studio G. Architects; David Sanidon and Eileena Long, LeftField; Dr. Laura Chesson, School Superintendent; Brian Leblanc and Fay Raynor, GDRSD School Committee

Mr. Reilly called the meeting to order at 3:00 PM and introduced those Select Board Members present. Mr. Haddad introduced all others present.

Mr. Haddad said that they were there to discuss the Florence Roche Elementary School Project. He said that the overall cost of the project was \$76M, with the MSBA reimbursement being \$26 or 53% with the town being responsible for \$51M. He said that based on the current market conditions, they were facing a \$9.4M cost overrun or they would have to cut that amount. He said that to cut that amount would mean they would need to cut into programming and building square footage which would potentially put their MSBA funding in jeopardy.

Mr. Sanidon, the Town's Owners Project Manager, said that they were continuing to value engineer the building but added the building was as lean as it could possibly be right now. He further added they would not be able to find an additional \$9.4M to cut. Mr. Sanidon reviewed the current project budget at a high level. Mr. Sanidon said that costs were continuing to rise within the subcontractor market and the volatility of the availability of materials was skyrocketing along with the continual rise of cost of materials. As an example, the projects Chief Estimator was notified yesterday that the cost of glass was going up 40%. Ms. Pine asked if a contingency could be used if there was an overrun. Mr. Sanidon said that they could utilize the owner's contingency in this case adding that in this point in the project, and because it was still early on in the project, he would not advise doing that. Ms. Pine asked if they needed to worry about approving a higher budget and the subcontractors in turn submitting higher bids knowing there was more money. Mr. Sanidon said that he didn't see that happening adding the subcontractors were really focused on bidding against each other. Mr. Mcelroy explained how the team broke out the structural steel from the bid package, went out to bid early on just the material back in May and were able to lock in prices and current lead times then. He said that this unorthodox approach has allowed them to ensure delivery of the product when they would need it in January at the then current market prices. Mr. Pisani appreciated this example adding he wanted to make sure they were doing what they could to address what was going on adding at needed to be doing what was best given the market knowing this was going to level off or come down at some point.

Mr. Haddad said that they were currently at 60% design and had purchased approximately 40% of materials and were projecting a \$9.5 million dollar shortfall. He asked how confident they were that this number was the number that was going to carry through the project. He said that if the Select Board decided to call for a Special Town Meeting to request this additional funding, this was it; there was not going to be a second bite at the apple. Mr. Sanidon said that at this 60% estimate, Gilbane was carrying a 4.5% escalation. He said that the remainder of the work was scheduled to be awarded within the next 6 months adding that if carried over a year, that meant there was 9% escalation built in. He said that in the best of years, you would carry 4% west of Boston and felt that the escalation was very appropriate. Mr. Haddad asked what the urgency was not waiting until their regular Town Meeting in October. Mr. Sanidon said that in order to maintain the schedule, the longer they waited the higher that number would go up. Mr. Sanidon said that bid packages would be going out in late September with awards to happen in October. Mr. Sanidon said he also didn't feel comfortable with Gilbane awarding contracts when there is a shortfall and no additional appropriation. Mr. Haddad said that the Town Accountant would also not be able to pay vendors knowing this.

Mr. Haddad said that should the Select Board agree and call for a Special Town Meeting and the Town Meeting approve the increase; things would continue to progress as they had been. He said that should the Town Meeting not approve the increase; he asked what would happen. Mr. Sanidon said that if it failed at the Special, he asked that it be entertained again at the Fall Town Meeting. He said if it failed at both Town Meetings, they would be in a situation he had never been in before, whereas they would have a summit of all the town leadership and would have to review contract for termination of convenience, restore the area behind Flo Ro and the school would remain as is. He said that the reimbursement received to date from the MSBA would probably be retracted and in the future the Town would not be in line for another MSBA project for a while. Mr. Haddad said that was worst case adding they would need to look to cut programming and square footage of the building which would impact those Groton students they were trying to bring back from Swallow Union.

There was a brief discussion about other potential funding sources, such as state ARPA funds and efforts made to reach out to state officials on those possibilities. Dr. Chesson said that she too was working with her fellow Superintendents who also have projects going on right now to contact state officials adding they were all in the same boat.

Mr. Haddad reviewed the process before them. Ms. Manugian said she wanted to make sure they had all the information they needed to go to the Town for the request and that they could show them that they had looked under every stone adding they were well on their way to doing that. Mr. Haddad said that they needed the additional capacity but would not be permanently financing the final amount of money for at least 2 years still. Mr. Haddad reviewed the cost impacts and where they were.

Mr. Haddad said there were two things the Board was asking to consider; petition DOR and call for a Special Town Meeting. Ms. Pine said she was in favor of doing both of these.

Mr. Haddad respectfully requested that the Board vote that they accept the OPM's estimate/report saying they have a \$9.5M deficit.

Mr. Cunningham moved that the Select Board authorize the Town Manager to approach the Department of Revenue with a request to consider an amount presented by the Owners Project Manager of \$9.5M and that they accept the Owners Project Manager's estimate of said \$9.5M. Ms. Manugian seconded the motion. Roll Call: Pine-aye; Manugian-aye; Cunningham-aye; Pisani-aye; Reilly-aye

Mr. Haddad asked the Select Board to call for a Special Town Meeting to be held on Monday, September 12, 2022 at 7:00pm at the GD Middle School Performing Arts Center and that the warrant open today, Friday, August 12, 2022 and close on Friday, August 19, 2022. Mr. Cunningham made that motion. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Cunningham-aye; Pisani-aye; Reilly-aye

Ms. Pine said they would have far more success going into the Town Meeting with specifics as to what costs are rising. Mr. Sanidon said that he would have all that information for them and the Town Meeting.

The meeting was adjourned at 4:18pm.

Approved: _____
Matthew F. Pisani, Clerk

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

Date Approved: