



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

**SELECT BOARD MEETING**  
**MONDAY, OCTOBER 17, 2022**  
**AGENDA**  
**SELECT BOARD MEETING ROOM**  
**2<sup>nd</sup> 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 Appointment of William Seldon as an Election Worker |
|      |           | 2. Update on the Select Board Meeting Schedule Through the End of the Year                   |
| II.  | 7:10 P.M. | Items for Select Board Consideration and Action  |
|      |           | 1. Review Town Meeting Motions and Article Assignments                                       |
| III. | 7:15 P.M. | Former Nod Road Landfill – Follow-up Discussion/Action                                       |

### OTHER BUSINESS

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 October 3, 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:** *October 17, 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 Item on Monday's Agenda. As requested by the Board, I have rescheduled the former Nod Road Landfill discussion to determine whether or not to take any further action. I have invited the Board of Health and the Greenways Committee to the meeting for this purpose. It is my recommendation that the Select Board take no further action, other than to post "No Trespassing", etc. at the former Landfill. The reasons for this recommendation are as follows: 1) The Landfill was capped over forty (40) years ago and there have been no issues; 2) There are no private wells within 500 feet of the landfill; and 3) The DEP has not required any action. Based on this, I would do nothing further at this time other than to continue to monitor it periodically to determine if there have been any changes. We can discuss this in more detail at Monday's meeting.

1. Town Clerk Dawn Dunbar has requested that I appoint William Seldon as an Election Worker. I have in fact made this appointment. I would respectfully request that the Board consider ratifying this appointment at Monday's meeting.
2. Please see the update to the meeting schedule that will take the Board through the end of the year (*I would respectfully request that we start next week's joint meeting with the Finance Committee to develop Budget Guidance for FY 2024 at 6:00 p.m.*):

Saturday, October 22, 2022

2022 Fall Town Meeting

Monday, October 24, 2022

-Meet with FinCom to Establish FY 2024 Budget Guidance

Monday, October 31, 2022

No Meeting

***Continued on Next Page – Over >***

**Select Board**  
**Weekly Agenda Update/Report**  
**October 17, 2022**  
**page two**

**2. Continued:**

Monday, November 7, 2022 (Virtual)	-FY 2024 Budget Update
Monday, November 14, 2022	-Meet with Library Trustees to Fill Vacancy
Monday, November 21, 2022	-Tax Classification Hearing
Monday, November 28, 2022	No Meeting
Monday, December 5, 2022	-Annual License Renewals
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	-FY 2024 Town Manager's Budget Presentation

**ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION**

1. Enclosed with this Report are the Motions for the 2022 Fall Town Meeting for your review. I have also indicated who will be making the Motions (*Board Motion Makers are subject to Board approval*). I would like to take a few minutes reviewing this at Monday's meeting, as well as, discuss any last minute issues relative to Saturday's Fall Town Meeting.

MWH/rjb  
enclosures

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

**Articles 1, 2, 3, 4, 5, 6, 7 & 8 – Consent Motion**

**Mover: Alison Manugian**

**MOTION:** I move that the Town take affirmative action on Articles 1, 2, 3, 4, 5, 6, 7 & 8, pursuant to the motions as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided however that if any voter requests the right to debate a specific motion, then said motion shall be debated and voted upon separately.

**Quantum of Town Meeting Vote: Majority**

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**Article 1: Prior Year Bills**

**MOTION:** I move that this Article be indefinitely postponed.

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**Article 2: Amend the FY 2023 Town Operating Budget**

**Budget Motions**

**MOTION 1:** I move that the Fiscal Year 2023 Operating Budget, as adopted pursuant to Article 5 of the April 30, 2022 Spring Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

**General Government:** Increase the General Government Appropriation from \$2,281,925 to \$2,293,398 so as to increase Line Item 1130 – “Town Clerk Salaries” by \$9,021, from \$95,417 to \$104,438, increase Line Item 1131 – “Town Clerk Wages” by \$2,452, from \$73,588 to \$76,040, and transfer the sum of \$11,473 from the Excess and Deficiency Fund (Free Cash) to fund said increases.

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**MOTION 2:** I move that the Fiscal Year 2023 Operating Budget, as adopted pursuant to Article 5 of the April 30, 2022 Spring Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:



**Land Use Departments:** Increase the Land Use Departments Appropriation from \$454,670 to \$460,357 so as to increase Line Item 1240 – “Building Inspector Salaries” by \$5,687, from \$99,073 to \$104,760 and raise and appropriate from the Fiscal Year 2023 tax levy and other general revenues of the Town the sum of \$5,687 to fund said increase.

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**MOTION 3:** I move that the Fiscal Year 2023 Operating Budget, as adopted pursuant to Article 5 of the April 30, 2022 Spring Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

**Protection of Persons and Property:** Increase the Protection of Persons and Property Appropriation from \$4,671,029 to \$4,840,213 so as to increase Line Item 1311 – “Fire Department Wages” by \$169,184, from \$1,051,432 to \$1,220,616, and to fund said increase transfer the sum of \$100,000 from Fire & Emergency Medical Services Receipts Reserved, and transfer the sum of \$69,184 from the Excess and Deficiency Fund (Free Cash).

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#### **Article 3: Amend FY 2023 Stormwater Enterprise Budget**

**MOTION:** I move to amend the Fiscal Year 2023 Stormwater Enterprise Budget as adopted pursuant to Article 5 of the 2022 Spring Town Meeting by increasing said Appropriation from \$216,995 to \$241,095, and transferring the sum of \$24,100 from Stormwater Utility Rates and fees to fund said increase.

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#### **Article 4: Transfer - Capital Stabilization Fund**

**MOTION:** I move that the sum of \$605,000 be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Capital Stabilization Fund.

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#### **Article 5: Transfer - Stabilization Fund**

**MOTION:** I move that the sum of \$246,393 be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Stabilization Fund.

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#### **Article 6: Transfer - GDRSD Capital Stabilization Fund**

**MOTION:** I move that the sum of \$250,000 be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Groton Dunstable Regional School District Capital Stabilization Fund.

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#### **Article 7: Debt Service for Middle School Track**

**MOTION:** I move that the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of \$8,835 from the Community Preservation Fund Unallocated Reserve to fund the 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.

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#### **Article 8: Additional Funding for Master Plan**

**MOTION:** I move that the sum of \$50,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended under the direction of 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.

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#### **Article 9: Whitney Pond Well Site Construction**

**Mover: Tom Orcutt**

**MOTION:** I move that the Town appropriate One Hundred Fifty Thousand (\$150,000) Dollars, 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, which amount shall be expended in addition to the \$700,000 previously appropriated for this project under Article 11 of the Warrant at the Town Meeting held on October 23, 2021, and that to meet this appropriation, the Town Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(5) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

**Quantum of Town Meeting Vote: 2/3s Majority**

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**Article 10: Electronic Voting at Town Meeting**

**Mover: Michael Bouchard**

**MOTION:** I move that the sum of \$25,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended under the direction of the Town Manager, to purchase the necessary software and devices to allow for Electronic Voting at Groton Town Meetings, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**Article 11: Funding to Remove Building**

**Mover: Peter Cunningham**

**MOTION:** I move that the sum of \$30,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended under the direction of 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.

**Quantum of Town Meeting Vote: Majority**

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**Article 12: CPC – Prescott Elevator**

**Mover: Becky Pine**

**MOTION:** I move that the Town adopt and approve the recommendation of the Community Preservation Committee established pursuant to Chapter 44B of the General Laws, for funds to supplement a potential state grant pursuant to the Municipal Americans with Disabilities Act Improvement Grant Program, to install an elevator at the Prescott School and all costs associated and related thereto, and to implement such recommendation, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, appropriate Seventy-Five Thousand (\$75,000) Dollars from the Community Preservation Fund Historical Reserve and One Hundred Seventy-Five Thousand (\$175,000) Dollars from the Community Preservation Fund Unallocated Reserve for a total of Two Hundred Fifty Thousand (\$250,000) Dollars, said funds to be expended by the Town Manager, however, should the Town not receive a state grant or other funding necessary to fully fund the elevator project by March 31, 2022, said appropriated funds shall be returned to the Community Preservation Fund.

**Quantum of Town Meeting Vote: Majority**

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**Article 13: Amend Chapter 105 – “Alcoholic Beverages”**

**Mover: Matt Pisani**

**MOTION:** I move to amend Chapter 105 of the Code of the Town of Groton “Alcoholic Beverages, §105-1 “Open Container of Alcoholic Beverage”, by deleting §105-1 in its entirety and replacing it as set forth under Article 13 of the Warrant for the 2022 Fall Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**Article 14: Amend Chapter 196 – “Signs”**

**Mover: John Reilly**

**MOTION:** I move 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.

**Quantum of Town Meeting Vote: Majority**

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**Article 15: Citizens’ Petition – Rezone 797 Boston Road**

**Mover: Eileen Hackney**

**MOTION:** I move to amend the Town of Groton, Massachusetts Zoning Map by rezoning 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).

**Quantum of Town Meeting Vote: 2/3s Majority**

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**Article 16: Citizens’ Petition – Extend Center Sewer District**

**Mover: Don Black**

**MOTION:** I move 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 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.

**Quantum of Town Meeting Vote: Majority**

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**Article 17: Citizens' Petition – Reduce the Tax Rate**

**Mover:**

**MOTION:** To be supplied by Proponent

**Quantum of Town Meeting Vote:**

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**Article 18: Citizens' Petition – Affordable Housing**

**Mover:**

**MOTION:** To be supplied by Proponent

**Quantum of Town Meeting Vote:**

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**Article 19: Citizens' Petition – Side by Side Comparison**

**Mover:**

**MOTION:** To be supplied by Proponent

**Quantum of Town Meeting Vote:**

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**SELECT BOARD MEETING MINUTES  
TUESDAY, October 3, 2022  
UN-APPROVED**

**SB Members Present:** John F. Reilly, Chair; Matthew F. Pisani, Clerk; Alison S. Manugian, Member; Peter S. Cunningham, Member

**Absent:** Rebecca H. Pine

**Also Present:** Mark W. Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Chief Luth; The Prescott Board of Directors; Commissioners of Trust Funds

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

**ANNOUNCEMENTS**

Mr. Cunningham would like to acknowledge the passing of Ann Walsh. She served as the Town Accountant for many years. Our thoughts are with the family, he expressed.

Mr. Haddad invited from Board of Directors for the Prescott School, Mr. Bruce Easom, Steve Lane and Jeff Gordon to the front of the meeting room. Mr. Easom presented the annual payment from Prescott School, to the Town of Groton. The check presented was in the amount of \$31,929. Mr. Easom explained, \$20,000 is for the normal rent payment and for the first time the rent included 5% of the gross revenues (excluding donations), which amounted to \$11,929. Mr. Easom said they appreciate the Select Boards and Town of Groton's support.

**PUBLIC COMMENT**

No public comments were made.

**TOWN MANAGERS REPORT**

1. Consider ratifying the Town Manager's Appointment of Michael Masterson as Police Officer to the Groton Police Department.

Mr. Haddad read a letter from Chief Luth into the record in regards to Mr. Michael Masterson. The Academy Director, from Fitchburg State, said Mr. Masterson's was exemplary during the academy.

*Mr. Cunningham made the motion to ratify the Town Manager's appointment of Michael Masterson as a Police Officer, to commence on 10/4/22. Ms. Manugian seconded the motion. Motion carried unanimously.*

2. Consider ratifying the Town Manager's Appointment of Amanda Urmann as the Land Use Assistant.

*Ms. Manugian made a motion to ratify the Town Manager's appointment of Amanda Urmann as the Land Use Assistant, effective October 17, 2022. Mr. Cunningham seconded the motion. Motion carried unanimously.*

3. Consider ratifying the Town Manager's Appointment of Virginia Steward, Jeanine Foisy and Dennis Levesque as election workers.

*Mr. Pisani made a motion to ratify the Town Manager's appointments of Virginia Steward, Jeanine Foisy and Dennis Levesque. Mr. Cunningham seconded the motion. Motion carried unanimously.*

4. **Update on the Select Board Meeting schedule through the end of the year.**

Mr. Haddad would like to update the meeting schedule that will take the Board through the end of the year. They will meet:

Monday, October 3, 2022	Issue Warrant for 2022 Fall Town Meeting
Monday, October 17, 2022	Fall Town Meeting Prep
Saturday, October 22, 2022	Fall Town Meeting
Monday, October 24, 2022	Meet with FinCom to Establish FY 2024 Budget Guidance
Monday, November 7, 2022	Meet Remotely
Monday, November 14, 2022	Regularly Scheduled Meeting
Monday, November 21, 2022	Regularly Scheduled Meeting
Monday, December 5, 2022	Regularly Scheduled Meeting
Monday, December 12, 2022	Regularly Scheduled Meeting
Monday, December 19, 2022	Regularly Scheduled Meeting
Monday, January 9, 2022	Regularly Scheduled Meeting

#### **SELECT BOARD ITEMS FOR CONSIDERATION AND ACTION**

1. Approve and issue the Warrant for 2022 for the Fall Town Meeting.

Mr. Haddad said if the board is satisfied with the final Warrant, he would ask the the Members to approve the Warrant and vote to issue it. It will be mailed this Friday, October 7, 2022.

*Mr. Cunningham made a motion to approve and issue the Warrant as prepared. Mr. Reilly Seconded. Motion carried unanimously.*

2. Accept gift from the Maple Avenue Realty Trust in the amount of \$50,000 to the Affordable Housing Trust.

*Mr. Cunningham made a motion to accept the gift from Maple Avenue Realty Trust int the amount of \$50,000 to the Affordable Housing trust. Mr. Pisani seconded the motion. Motion carried unanimously.*



**Consider Adopting a New Declaration of Trust and Creating a Trust Fund known as the Joseph P. DiPietro Memorial Scholarship Fund” as Recommended by the Commissioners of Trust Funds**

The Trust Fund Commission was in attendance. Member, Rachel Bielecki, stated they received a donation for a new Scholarship Fund, The Joseph P. Memorial Scholarship. Joseph P. DiPietro was a long-time teacher in the GDRSD. He was a beloved teacher whom retired in 1999.

As the Commissioners of the Trust Funds have already voted to accept the terms of the Trust, Mr. Haddad requested that the Board vote to accept the terms of the new Trust for The Joseph P. DiPietro Memorial Scholarship Fund for the Groton Dunstable Regional High School.

*Mr. Cunningham made a motion to accept the terms of the Trust. Ms. Manugian seconded the motion. Motion carried unanimously.*

**OTHER BUSINESS**  
**On-Going Issues**

No other business or on-going issues.

**MEETING MINUTES**

*Ms. Manugian moved to approve the minutes of the regularly scheduled meeting on September 19, 2022 as presented. Mr. Cunningham seconded the motion. The motion carried unanimous vote.*

Mr. Reilly adjourned the meeting at 7:22 PM

Approved: \_\_\_\_\_  
Matthew F. Pisani, Clerk

\_\_\_\_\_ respectfully submitted: Kara Cruikshank,  
Executive Assistant to the Town Manager

Date Approved: