



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, MAY 1, 2023

AGENDA

SELECT BOARD MEETING ROOM

2nd FLOOR

GROTON TOWN HALL

6:30 P.M. Announcements and Review Agenda for the Public

6:35 P.M. Public Comment Period

I. 6:36 P.M. Town Manager's Report

1. Consider Ratifying the Town Manager's Appointment of Michael Canderlario as a Custodian for the Municipal Buildings and Maintenance Department
2. Consider Ratifying the Town Manager's Appointment of Wassim Omalek to the Golf Staff of the Groton Country Club
3. Consider Accepting the Town Manager's Nomination and Appointing Kiirja Paananen to the Trails Committee
4. Spring Town Meeting Review/Follow-up
5. Update on Select Board Meeting Schedule Through Labor Day

II. 6:40 P.M. Items for Select Board Consideration and Action

1. Consider Appointing Deb Busser to the Local Cultural Council
2. Consider Appointing Trisha Winroth, Valencia August and Deb Busser to the Scholarship Committee
3. Consider Approving a One Day Wine and Malt Beverage License for the Friends of Prescott for an Open Mic Night at the Prescott School on Friday, May 12, 2023 from 6:30 p.m. to 9:30 p.m.

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

III. Minutes: Regularly Scheduled Meeting of April 24, 2023

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: *May 1, 2023*

TOWN MANAGER'S REPORT

Please note that Monday's meeting will begin at 6:30 p.m. I posted the meeting a half hour earlier in the event that Town Meeting does not finish on Saturday and continues on Monday night. In that event, we will meet at the Performing Arts Center prior to the first adjourned session of the Town Meeting. Should Town Meeting be completed on Saturday, we will meet in the Second Floor Meeting Room at Town Hall as usual. Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there are no specific items scheduled on Monday's Agenda.

1. As you know, Tryna Walsh retired after many years of dedicated service to the Town of Groton. Replacing her will not be easy, but we have found someone we think will be a great addition to the DPW Staff. Tom Delaney, Brian Callahan, Quintin Shea and Melisa Doig interviewed several candidates and have recommended that I appoint Michael Candelario of Methuen, MA to the vacancy. I have enclosed a copy of his resume with this report. I have accepted their recommendation and have appointed Mr. Candelario as a Custodian in our Municipal Buildings and Maintenance Department. I would respectfully request that the Select Board ratify this appointment, subject to the successful passing of his pre-employment physical and drug screening.
2. I have appointed Wassim Omalek to the Golf Staff of the Groton Country Club. I would respectfully request that the Select Board ratify this appointment as well.
3. The Trails Committee have requested that I nominate Kiirja Paananen for appointment to the Trails Committee. I would respectfully request that the Select Board accept this nomination and appoint Ms. Paananen to the Committee. Term to expire on June 30, 2023.
4. I have set aside time on the Agenda for the Board to review/discuss any action/follow-up from the 2023 Spring Town Meeting. We can discuss this in more detail at Monday's meeting.

Select Board
Weekly Agenda Update/Report
May 1, 2023
page two

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

Monday, May 8, 2023	No Meeting
Monday, May 15, 2023	-Designate Members to Serve on Town Manager's Tri-Comm Working Group – Discuss FY 2025 Budget Process
Monday, May 22, 2023	Regularly Scheduled Meeting
Monday, May 29, 2023	No Meeting – (Memorial Day Holiday)
Monday, June 5, 2023	-Annual Reorganization of the Select Board -Consider Annual Appointments of the Town Manager
Monday, June 12, 2023	-Consider Annual Appointments of the Select Board
Monday, June 19, 2023	No Meeting (Juneteenth Holiday)
Monday, June 26, 2023	Regularly Scheduled Meeting
Monday, July 3, 2023	No Meeting (July 4 th Holiday)
Monday, July 10, 2023	-Meet in Joint Session with the Finance Committee to Approve FY 2023 Line-Item Transfers -Set the Date and Open the Warrant for the 2023 Fall Town Meeting
Monday, July 17, 2023	Regularly Scheduled Meeting
Monday, July 24, 2023	No Meeting
Monday, July 31, 2023	Regularly Scheduled Meeting
Monday, August 7, 2023	No Meeting
Monday, August 14, 2023	Regularly Scheduled Meeting
Monday, August 21, 2023	No Meeting
Monday, August 28, 2023	Regularly Scheduled Meeting
Monday, September 4, 2023	No Meeting (Labor Day Holiday)
Monday, September 11, 2023	Regularly Scheduled Meeting

We can discuss this schedule in more detail at Monday's meeting.

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Local Cultural Council has requested that the Select Board appoint Deb Busser to a vacancy on the Council. The term will expire on June 30, 2027. I would respectfully request that the Select Board make this appointment at Monday's meeting.
2. The Scholarship Committee has requested that the Select Board appoint Trisha Winroth, Valencia August and Deb Busser to the Committee. We have a term expiring this June, so one appointment (Winroth) would expire on June 30, 2026. We have two terms expiring on June 30, 2025 (August and Busser). I would respectfully request that the Board make these appointments at Monday's meeting.
3. I would respectfully request that the Board consider approving a One Day Wine and Malt Beverage License for the Friends of Prescott for an Open Mic Night at the Prescott School on Friday, May 12, 2023 from 6:30 p.m. to 9:30 p.m.

MWH/rjb
enclosure

Michael Candelario

Methuen, MA 01844
michaelcandelario26@yahoo.com
+1 978 564 9292

Work Experience

Armed Security Officer

Beato auto sales - Derry, NH
September 2022 to Present

surveilling, patrolling, maintaining peace and order and ensuring the safety of lives and property.

Building Maintenance Custodian

City of methuen - Methuen, MA
September 2019 to August 2022

Keeping building and property in a clean and orderly condition, Also gathering trash,Scrub, sanitize, and supplies restroom facilities.Perform routine maintenance activities.Sweep, mop,scrubs, or vacuums floors.

Security Officer

EIS security inc - Methuen, MA
October 2017 to September 2019

Secures premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.

- Obtains help by sounding alarms.
- Prevents losses and damage by reporting irregularities; informing violators of policy and procedures; restraining trespassers.
- Controls traffic by directing drivers.
- Completes reports by recording observations, information, occurrences, and surveillance activities; interviewing witnesses; obtaining signatures.
- Maintains environment by monitoring and setting building and equipment controls.
- Maintains organization's stability and reputation by complying with legal requirements.
- Ensures operation of equipment by completing preventive maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.
- Contributes to team effort by accomplishing related results as needed.

Custodian/Janitor

Education

High school diploma in Health Education

Lawrence High School - Lawrence, MA
September 2009 to June 2013

High school diploma

Skills

- Custodial Experience
- Surveillance
- Facilities Maintenance
- Cleaning
- Security
- Spanish
- Bilingual
- Security
- Customer service
- CCTV

Languages

- Bilingual - Fluent

Certifications and Licenses

LTC Class A Unrestricted

First Aid Certification

Firearms License

**SELECT BOARD MEETING MINUTES
MONDAY, APRIL 24, 2023
UN-APPROVED**

SB Members Present: John Reilly, Chair; Rebecca H. Pine, Vice Chair; Matthew F. Pisani, Clerk; Peter Cunningham; Alison S. Manugian

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patricia Dufresne, Town Accountant; Bud Robertson, Finance Committee Chair; Tom Orcutt, Groton Water Superintendent; ; Tyler Schmidt, Environmental Partners; Groton Water Commissioners; Ashley Shaheen, Council on Aging Director; Fran Stanley, Groton Housing Coordinator; Jim Gmeiner and Jack McCaffrey, Groton Water Commissioners

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

ANNOUNCEMENTS

Jack McCaffrey, Chair of the Groton Water Commission called the meeting to order at 7:02pm.

Mr. Haddad reminded everyone that there would be an Electronic Voting Demonstration held at the GDRSD Middle School Performing Arts Center on Tuesday, April 25th from 6:00 pm to 7:00 pm. He explained that Groton Voters would be able to use the handsets and ask the Moderator questions before Spring Town Meeting. He said that the Demonstration would be led by the Moderator and the Town Clerk.

Mr. Haddad announced that on Saturday, April 29th at 9:00 am, the 2023 Spring Town Meeting would be held at the GDRSD Middle School Performing Arts Center.

Mr. Haddad said that the Grand Opening of the Pickleball Courts would be held on May 6th at 10:00 am located on Whitman Road. Mr. Haddad said the pickleball courts looked outstanding.

Ms. Pine said that on Tuesday, April 25th at 7:00 pm, the Democratic and Republican Town Committees at The Center in West Groton would hold a Candidates Night. Ms. Pine said that she and Ms. Manugian were up for re-election on the Select Board along with one other candidate.

Ms. Pine said that there would be a Town-Wide Liter Clean Up held on May 6th and May 7th.

Ms. Pine also said that the Groton Diversity, Equity and Inclusion Committee was conducting a Hate Crimes/Hate Incidents Forum that would be held at the Groton Center on Tuesday, May 2nd at 7:00 pm. She said that the Forum would be featuring Middlesex District Attorney Marian Ryan.

Mr. Cunningham announced that Groton was celebrating its Arbor Day this year on Saturday, May 6th at 1:00 pm with a tree planting ceremony at the Groton Cemetery.

PUBLIC COMMENTS

None

TOWN MANAGERS REPORT

1. Request from COA Director for Public Recognition of National Older Americans Month in May

Mr. Haddad said Council on Aging Director Ashley Shaheen was in attendance that evening to request the Select Board to recognize May as National Older Americans Month. Mr. Haddad said he provided a memorandum with his Town Manager's report from Ms. Shaheen concerning this recognition. Ms. Shaheen gave some brief historic background information. Ms. Shaheen said the month of May was first designated as National Senior Citizens Month, under President Kennedy adding it was then later changed to National Older Adults Month. She said that this recognition intended to honor older adults in their community and thank them for all their contributions. Ms. Shaheen said May 8th through May 12th would be their First Seniors Spirit Week adding on May 10th at 12:00 pm they would be holding a Senior Summer Appreciation Kick-Off Event. Ms. Shaheen said she was looking forward to the various programs scheduled for the month of May. Mr. Haddad respectfully requested that the Select Board make this recognition. The Members of the Board thought this was a great idea and they were happy to support this recognition.

2. Fiscal Year 2023 Third Quarter Financial Review, Including Update on PILOT Payments

Mr. Haddad said that provided with his report was the Fiscal Year 2023 Third Quarter Financial Report, prepared by the Town Accountant. He said that Ms. Patricia Dufresne and Mr. Bud Robertson were in attendance for the discussion. Mr. Haddad said he wanted to spend some time reviewing this Report with the Board. Mr. Haddad reviewed the highlights of the General Fund Statement of Revenue and Expenditures Report. Mr. Haddad said that based on their third-quarter financial review they were in good shape financially.

Mr. Haddad the Town Accountant and Town Treasurer/Tax Collector prepared a spreadsheet showing PILOT payments from their Non-Profit Partners over the last five fiscal years. Mr. Haddad said every year they were seeing an increase in their non-profit partners contributing toward their PILOTS. Mr. Haddad said the increases were very much appreciated adding they saw an increase in payments from Groton School, Lawrence Academy, and Groton Electric Light this past year. Mr. Haddad said the Groton Hill Music Center Community Fund payment had increased the second quarter and would be approximately \$12,500. Mr. Haddad said he believed PILOTS were going well, but that they could always continue to improve.

3. Update on Fiscal Year 2023 Goals and Objectives

Mr. Haddad provided in the packet the following updates on the Select Board Goals for FY 2023:

1. Environmental Contamination Issues

Mr. Haddad said in regard to the Nod Road Landfill, DEP had not rescheduled an inspection adding that as of now, the matter was considered closed.

Mr. Haddad said that the Select Board held a meeting with the Water Commission and representatives from the Groton Dunstable Regional School District and the Town of Pepperell on April 3rd to discuss moving forward with a permanent solution to the PFAS issue at the High School. He said it was determined that the best course of action was to pursue the Pepperell/Dunstable/Groton option. He

said that the Select Board also determined that they would place an article on the 2023 Spring Town Meeting Warrant for funding a Groton-only option if it was determined that the Pepperell option was not viable. He said that a meeting was held with the DEP and DCR to discuss this option in more detail adding that during that meeting, it was discovered that the Town of Dunstable had PFAS in its water source. He said they would discuss that further later in the meeting.

2. Climate Change

Mr. Haddad said that an Article seeking \$15,000 in funding for the Sustainability Commission had been included on the 2023 Spring Town Meeting Warrant. Mr. Haddad said in addition, an Article had been included on the Warrant to allow the Select Board to amend the charge of the Commission without having to go back to Town Meeting. Mr. Haddad said that the amended Charge would incorporate Climate Change, as well as the ability to increase membership.

3. Reducing Costs of Government

Mr. Haddad said that Groton School, Lawrence Academy, and the Groton Electric Light Department all increased their PILOT's based on a request from the Town. He said that this allowed for an increase of over \$40,000 in PILOTs for FY 2024. Mr. Haddad said that the Town wouldn't be able to apply for a Green Communities Grant until the Fall, of 2023, but that they were working with Rise Engineering on other Green initiatives, including solar, at the Groton Dunstable Regional Middle School.

Mr. Haddad said that the Capital Planning Advisory Committee held a Public Hearing on January 30th concerning the long-term needs of the Prescott School. He said that they had held two additional meetings since the public hearing and would continue to meet to formulate a report for the Select Board on the Prescott School by the end of Summer, 2023.

4. Affordable Housing and Housing Diversity

Mr. Haddad said that the Affordable Housing Trust met with the Select Board on February 6th and provided an update on its activities. He said that they continue to pursue Affordable Housing projects in Town adding that the Community Preservation Committee had approved requesting a \$200,000 appropriation at the 2023 Spring Town Meeting for this purpose. He added that the Planning Board was about to award a contract with a Planning Firm to update the Town's Master Plan.

5. Diversity, Equality and Inclusion

Mr. Haddad said that the Diversity, Equity and Inclusion Committee attended the February 13, 2023 Select Board meeting and provided an update on their activities. He said that at the meeting, the Committee reported that the Select Board would be provided a report from the DEI Committee annually on incidents of hate and hate crimes within the Town. He added that forum had been planned for May 2nd to educate the community about official hate incidents and hate crimes. Mr. Haddad said that Marian Ryan, Middlesex District Attorney, had been asked to attend the forum. He added that the Committee would be celebrating Juneteenth by partnering with neighboring towns to coordinate a series of activities.

4. Proposed Select Board Meeting Schedule for Summer 2023 Through Labor Day

Saturday, April 29, 2023	2023 Spring Town Meeting
Monday, May 1, 2023	Regularly Scheduled Meeting
Monday, May 8, 2023	No Meeting
Monday, May 15, 2023	Regularly Scheduled Meeting
Monday, May 22, 2023	Regularly Scheduled Meeting
Monday, May 29, 2023	No Meeting
Monday, June 5, 2023	Regularly Scheduled Meeting
Monday, June 12, 2023	Regularly Scheduled Meeting
Monday, June 19, 2023	No Meeting (Juneteenth Holiday)
Monday, June 26, 2023	Regularly Scheduled Meeting
Monday, July 3, 2023	No Meeting (July 4 th Holiday)
Monday, July 10, 2023	Regularly Scheduled Meeting
Monday, July 17, 2023	Regularly Scheduled Meeting
Monday, July 24, 2023	No Meeting
Monday, July 31, 2023	Regularly Scheduled Meeting
Monday, August 7, 2023	No Meeting
Monday, August 14, 2023	Regularly Scheduled Meeting
Monday, August 21, 2023	No Meeting
Monday, August 28, 2023	Regularly Scheduled Meeting
Monday, September 4, 2023	No Meeting (Labor Day Holiday)
Monday, September 11, 2023	Regularly Scheduled Meeting

5. Consider Ratifying the Town Manager's Appointment of Hank Montanari as a Per Diem Van Driver for the Council on Aging

Ms. Pine made a motion to ratify the Town Manager's Appointment of Hank Montanari. Mr. Cunningham seconded the motion. The motion carried unanimously.

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Update/Reconsider Decision on PFAS Solution for Groton Dunstable Regional School

The Water Commissioners, Mr. Jim Gmeiner and Mr. Jack McCaffrey, Water Superintendent Mr. Tom Orcutt, and Mr. Tyler Schmidt were in attendance for the PFAS discussion.

Mr. Haddad said that at the April 3rd Special Meeting, he recommended that the Select Board pursue the Pepperell/Dunstable/Groton Alternative to address the PFAS Issue at the Groton Dunstable Regional School District High School. Mr. Haddad said he made this recommendation based on the cost and the fact that he was told that Dunstable's water source had repeatedly been tested as "non-detect" for PFAS. Mr. Haddad said the Select Board approved his recommendation and directed him to move forward with this Alternative. Mr. Haddad said to pursue this Alternative, he had set up a meeting with representatives from the Town of Groton, the Town of Pepperell, the Department of Environmental Protection, the Department of Conservation and Recreation, and the Executive Office of Energy and Environmental Affairs. Mr. Haddad said he provided the Board with a summary of that meeting, prepared by Tyler Schmidt of Environmental Partners (their engineering consultant on the project). Mr.

Haddad said during that meeting, they were informed that Dunstable had tested at 4ppt (parts per trillion) of PFAS. Mr. Haddad said he was misled, intentionally or not, and made a recommendation to the Select Board based on faulty information and should have double-checked the testing information provided to him. Mr. Haddad said he thought it was important to note that the PFAS level currently found in Dunstable's water source was significant because it had been indicated this would be the level set by the Federal Environmental Protection Agency in the next several months. Mr. Haddad said one of the main reasons they did not pursue having Pepperell provide water to the High School was because they did not want to solve a PFAS problem with another PFAS problem. Mr. Haddad said it appeared this was what they would be doing by pursuing the Pepperell/Dunstable/Groton Option. Mr. Haddad said he was disappointed and a little embarrassed. He said he wouldn't have made the recommendation if he known Dunstable had PFAS in its water. He said that if they need to treat PFAS from any water source, it should be from Groton's water source at Whitney Well. Mr. Haddad said he invited Tom Orcutt to the meeting to help the Board determine the best path forward. Mr. Haddad thanked Mr. Orcutt and Ms. Pine for wanting to keep the Groton Alternative on the 2023 Spring Town Meeting Warrant.

Mr. Haddad and Mr. Orcutt said the funding would be an issue. Mr. Orcutt said he was unsure of what type of grants they may obtain from the SRF program. Mr. Orcutt believed they could get zero percent interest adding they could apply for emergency funds right away, once Town Meeting appropriated the funds. Mr. Haddad said they would work with DEP, Environmental Partners, and the Groton Water Department to figure out a financial plan and then come back to the Select Board. Mr. Haddad said there were a lot of unknowns. Mr. Orcutt said if they try to get potable water to the school, they were looking at approximately three years if they went with Alternative One. Mr. Haddad said one downfall of the Groton Solution was they didn't have an emergency solution for irrigation. Mr. Haddad respectfully requested that the Select Board reconsider the decision made on April 3rd and consider pursuing the Groton Alternative to deal with PFAS at the GDRSD High School.

Ms. Pine made a motion to reconsider the decision made on April 3rd. Mr. Cunningham seconded the motion. The vote carried unanimously.

Mr. Cunningham made a motion to pursue the Groton Alternative 2 to deal with PFAS at the GDRSD High School. Ms. Pine seconded the motion. The motion carried unanimously.

The Water Commissioners voted unanimously for the Groton Alternative 2 as well.

2. Review Motions and Article Assignments for the 2023 Spring Town Meeting

Mr. Haddad said he provided the Board with the Motions for the 2023 Spring Town Meeting (including the proposed motion makers). He reviewed these with the Board.

3. Vote to Approve Grant Agreement for Affordable Housing Trust's CPA Project

Mr. Haddad said the Affordable Housing Trust submitted an application to the Community Preservation Committee for \$200,000 from the Community Preservation Community Housing Fund to pursue affordable housing opportunities. He said that the CPC had recommended the Project for submittal to the 2023 Spring Town Meeting for approval. Mr. Haddad stated as part of the approval by the CPC, they

had requested that the Affordable Housing Trust enter into a Grant Agreement with the Town that described the conditions for which the Affordable Housing Trust could spend the CPA Funds. Mr. Haddad enclosed a copy of the Grant Agreement with his Town Manager's Report for the Board to review. He said that Town Counsel had approved it as to form. Mr. Haddad said that this Grant Agreement must be approved by the Select Board and respectfully requested that the Select Board approve this in advance of Saturday's Town Meeting.

Mr. Cunningham made a motion to authorize the Town Manager, pending Town Meeting approval of the appropriation, to sign the Grant Agreement for the Affordable Housings CPA Project as presented. Mr. Pisani seconded the motion. The motion carried unanimously.

OTHER BUSINESS

None

ON-GOING ISSUES

E. Mr. Haddad said regarding the ARPA Funding, as of today Snow and Ice Deficit was \$145,000. Mr. Haddad said he would reach out to Superintendent, Dr. Laura Chesson to see what Dunstable's Assessment would be.

Ms. Manugian said she would like to put together a Tri-Committee (two members from the Select Board, Groton Dunstable Regional School District, and the Finance Committee) to look at long-term budget issues. Mr. Haddad said he would add this as an agenda item in the future to further discuss.

Approval of GDRSD Meeting Minutes from April 4, 2023

Mr. Cunningham made a motion to accept the minutes of the GDRSD meeting from April 4, 2023 as presented. Mr. Reilly seconded the motion. The motion carried 3 in favor, 2 abstained- Manugian, Pisani

Approval of Select Board Minutes from April 10, 2023

Mr. Cunningham made a motion to approve the minutes of the regularly scheduled meeting from April 10, 2023 as presented. Ms. Manugian seconded the motion. The motion carried unanimously.

The meeting was adjourned at 8:17 pm

Respectively submitted by Kara Cruikshank, Executive Assistant to the Town Manager

Date Approved: