

**BOARD OF SELECTMEN
MINUTES MARCH 21, 2011
APPROVED**

Present: Stuart M. Schulman, Chairman; Anna Eliot, Vice Chairman; George Dillon, Jr., Clerk; Peter Cunningham; Joshua A. Degen

Also Present: Mark W. Haddad, Town Manager; Patrice Garvin, Executive Assistant

Mr. Schulman called the regular meeting to order at 7:00pm and reviewed the agenda for the public.

TOWN MANAGER'S REPORT

1. Mr. Haddad announced that the Groton Fire Department has received a federal grant from the Homeland Security Department under the FY 2010 Assistance to Firefighters Grant Program. Specifically, this grant, in the amount of \$175,279, will be used to replace thirty-four (34) SCBA Air Packs. The Town's share of the grant is \$9,225. Mr. Haddad congratulated Chief Joseph Bosselait and Lieutenant Susan Daly for their outstanding efforts in securing this grant. For the Board's information Mr. Haddad enclosed with this report a copy of the Grant Guidelines from the Homeland Security Department. [Document #1-Grant Guidelines] Chief Joe addressed the Board and thanked Ms. Daly for all her hard work.
2. Mr. Haddad stated that the Central Fire Station Location Committee met and will be addressing all issues. The committee discussed the Open Meeting Law and the question of whether or not Ex-Officio members could vote was a question. The Town Clerk agreed that the Ex-Officio members could vote. Mr. Dillon stated that the intention of the Board was that they were not intended to vote and that the charge may need to be changed. Mr. Cunningham was concerned that there may be too heavy of a presence of one group if the ex-Officio members could vote.
Mr. Degen moved to amend the Central Fire Station Location Committee charge indicates that the Town Manager and Fire chief would serve as advisory roles on the committee and cannot vote. Mr. Dillon seconded the motion. Motion unanimously carried.
3. Mr. Haddad stated that Patricia DuFresne has been participating in the Accountant-In-Training Program. She has been doing an outstanding job and working very well with Valerie Jenkins. Ms. Jenkins is planning on taking some vacation time after Town Meeting. A Temporary Accountant is needed to administer the duties of the Town Accountant during Ms. Jenkins's absence. Mr. Haddad has appointed Patricia DuFresne as Temporary Town Accountant from May 1 through May 28, 2011. Mr. Haddad asked the Board to ratify this appointment and noted that the compensation costs would be \$739.20, at a Step 1 Grade 13.
Mr. Dillon moved to ratify the temporary appointment of Patricia DuFresne to the Town Accountant from May 1 to May 28, 2011. Ms. Eliot seconded the motion. Motion unanimously carried.
4. Mr. Haddad stated that the Light Department formed a Cooperative to construct the new Groton Electric Light Department Office and Garage Facility. GELD previously sent a letter to the Board requesting a representative from the Board of Selectmen to service on the RFP Review Committee. The Board never designated a member. Ms. Eliot has been involved with this matter from the beginning and recommended she be appointed to the Review Committee.
Mr. Degen moved to appoint Anna Eliot to the GELD RFP Review Committee. Mr. Dillon seconded the motion. Motion unanimously carried.
5. Mr. Haddad stated that Scott Harker presented the Board with a proposal to address his concerns with handicapped accessibility at Town Meeting. The Board requested that follow-up. Mr. Haddad requested that the Commission on Accessibility meet with Mr. Hawker to discuss his concerns in more detail and to make a formal recommendation to the Board. Mr. Haddad stated that the Committee on Accessibility is meeting with Mr. Harker on Thursday, March 24th.

6. Mr. Haddad stated that he has reached out to a local engineer regarding Tarbell to review the septic system and whether or not it is suitable for Day Care/Preschool. Mr. Dan Wolfe of Ross Engineering was asked to conduct the work, which will not exceed \$500. Mr. Haddad requested the permission to approach the Finance Committee for a line item transfer to do the work. The Board agreed to have Ross Associates do the work needed on Tarbell.
7. Mr. Haddad updated the Board that the Town's insurance company would not cover the cost to repair Legion Hall. Mr. Delaney, DPW Director is seeking quotes to repair the damaged floor.
8. Mr. Haddad read a letter into the record from Chief Palma thanking the work of Lt. James Cullen as Acting Chief during Chief Palm's absence. The Board recommended that a letter be drafted thanking Mr. Cullen for his service. [Document #2-Ltr Dated 3-18-11 from Palma]

REPRESENTATIVE SHEILA HARRINGTON

Ms. Harrington thanked the Board and stated that if the Board or residents had concerns to please contact her office. Mr. Degen asked about health care plan design. Ms. Harrington stated that she would support negotiating health care without Collective Bargaining. Mr. Cunningham asked about local aid date deadlines to get actual numbers to Towns. Mr. Dillon asked Ms. Harrington where she thought the budget stood. Ms. Harrington stated that the Governors budget was still being considered. Ms. Eliot asked what her office hours were.

PUBLIC HEARING ON 2011 SPRING TOWN MEETING WARRANT IN JOINT SESSION WITH THE FINANCE COMMITTEE [Document #3-Spring Town Meeting Warrant]

Mr. Schulman read the legal notice into the record. Mr. Cunningham moved to open the Public Hearing on the Spring Town Meeting Warrant. Mr. Dillon seconded the motion. Hearing opened.

Mr. Haddad suggested the Central Fire Station Committee give a report at Town meeting. Mr. Haddad stated that the Wage and Classification Schedule totals did not change from FY11 just the addition of the Country Club Employees. Mr. Haddad stated that the FY12 Budget was \$28,488,783; Capital Budget was \$382k; Enterprise Funds were 1.6 million; Snow and Ice as of the meeting was \$80k in deficit and would use that to fill the salt shed for next year. The total FY12 Budget is \$31,076,632. Mr. Haddad added that there have been no final votes on the budget.

Mr. Degen suggested moving the Parks Department line item into the DPW budget to help in the oversight. Mr. Dillon noted that this issue was discussed at the recent joint meeting of the Board of Selectmen and Finance Committee. Mr. Haddad wanted to maintain the Parks Commission budget and not put the funds under the DPW. Mr. Delany, DPW Director noted that the Park Commission does work his department does not do, which can be very detailed. Mr. DiFranco, Finance Committee member stated that he was assigned analysis and recommends that the Parks Commission has some oversight, especially when it involves procurement. Mr. Cunningham thought it was always a good idea to apply protocol but was unsure about moving the funds under the DPW. Mr. Haddad reminded the Board that the Parks Commission was a separate elected Commission. Mr. Schulman stated that without someone from the Parks Commission being present he wanted to table the issue until a member of the Park's Department could be present.

Mr. Haddad reviewed the Capital Budget. Mr. Dillon asked Mr. Delany to explain the need for the \$50k Baler. Mr. Delany explained the need for the Baler and that it would save man hours while generating revenue. Mr. Crowley, Finance Committee Member was reluctant to spend the money on the Baler. Mr. Cunningham noted that this is a move toward regionalization. Mr. Prager questioned whether it was cost effective to purchase the Baler now and maybe wait until Fall Town Meeting.

Mr. Haddad stated that he was looking into buying or leasing the Mower for the Country Club on the Capital Budget. Mr. Delaney stated that his department could use the mower if it was purchased for the Country Club. Mr. Haddad stated that without cut grass there is no golf and that the Town needed to know the long term cost of the club in terms of Capital needs. Mr. Degen reviewed the reasons why he felt the Country Club was a concern but stated that the Town needed to see where it was going. Mr. Haddad suggested having a separate motion on the mower at Town

Meeting. Mr. Schulman stated that an appointed committee looked at all the clubs options and recommended keeping the club open. The Board was in consensus that the club needed some time to see if it could operate efficiently.

[Document #4-NVTHS Power Point Slides] Article 7 regarded the Stabilization Fund of the Nashoba Valley Technical High School. Judy Klimkiewicz, Superintendent and Kevin McKenzie Groton School Rep. were there to answer questions. Ms. Klimkiewicz presented to the Board the schools Capital goals and the need for a stabilization fund. Groton's annual portion would be \$5,262, based on their current student enrollment. Ms. Klimkiewicz explained that 2/3 of the Town needed to approve the article. Ms. Klimkiewicz asked the Board to consider Article 7 on the Warrant.

Ms. Collette briefly explained the need for Article 11 to alter the Water Protection Map. Ms. Collette noted that the Town was instructed by the DEP to protect Zone 2, Shattuck Well. There will be a public hearing by the Planning Board on March 24th.

Article 12 to Amend Zoning By-Law to the Town Center Overlay Bylaw is scheduled to have a public hearing by the Planning Board on April 12th. Article 13 which makes 134 Main Street a Priority Development Site is also scheduled to have a public hearing on April 6th. Mr. Haddad stated that 134 Main Street had the potential to create 3 Affordable Housing units using CPC funds. Mr. Degen stated that the details needed to be worked out on this project.

Mr. Haddad explained Article 14 and the CPC accounts and how the money is divided up. There are operating expenses, open space, historic preservation, and community housing and unallocated funds. Mr. Haddad recommended that no money from the unallocated fund be spent due to the Surrenden Farm Commitment. The state match is in question and Mr. Haddad felt the need to be conservative at this time with CPC unallocated funds.

The CPC applications are being discussed by the CPC at the same time of this selectmen's meeting and the Board is awaiting its recommendations.

Article 5B: Mr. Guiger, Conservation Commission Chair requested that the Board support their request to the CPC of \$150k into the Conservation Fund. Mr. Cunningham asked what the current balance of that fund is and Mr. Giguere replied it would be approximately \$635k when state reimbursement for the Baddacook land purchase is received. Mr. Degen respectfully asked the Conservation to pass on funding this year. Mr. Giguere stated that if there is a Surrenden Farm shortfall the Conservation Fund could make up the difference.

Article 15C: This comes from unallocated

Article 15D: The Board requested estimates from the Prescott Reuse Committee

Article 15E: The Town is awaiting information.

Article 15F: Boutwell House is requesting money to renovate the Boutwell House. Mr. Flynn of the Finance Committee recommended this renovation.

Under Article 18 there is a citizen petition to connect to Sewer. Jim Gmeiner, Sewer Commission stated that there is a public hearing on this article on April 6 and that there is capacity and the sewer commission is supporting this article.

Article 19 is another citizen petition to connect to Sewer from Lawrence Academy. Ms. Linda Deasy was present to answer questions. Ms. Deasy stated that the sewer would extend to the back of property just purchased for potential athletic fields. Ms. Eliot and Mr. Degen wanted to see a plan prior to voting on this article.

Mr. Haddad noted that Article 21 regarding Solar Panels needed to be continued until next week due to the applicant not being present.

Mr. Degen moved to continue the public hearing for the Spring Town Meeting Warrant until March 28, 2011 at 7:15pm. Mr. Dillon seconded the motion. Public Hearing continued.

LIAISON REPORTS

Mr. Degen stated that he attended the recent Board of Trade meeting. Mr. Cunningham reported that he and Mr. Schulman met with the Town Manager and police Chief to discuss the gun range. Mr. Cunningham said that it was clear a reduction in use needed to occur and that the use of the range will be reviewed. Mr. Cunningham stated that long term planning may include an indoor facility. Mr. Cunningham requested that the Town Manager place this as an agenda item for next week. The Board also commented on the need to cover training the officers and the budget impact. Mr. Dillon and Ms. Eliot also attended the Board of Trade meeting. Mr. Dillon also repeated that he had made a presentation regarding GMCC to the Board of Trade. Ms. Eliot reported that she attended the Planning Board Meeting on the Master Plan.

MINUTES

Ms. Eliot moved to approve the regular meeting minutes of February 14, 2011. Mr. Dillon seconded the motion. Motion unanimously carried. [Document #5-Draft 2-14-11 Minutes]

ADJOURNMENT

Mr. Dillon moved to adjourn the meeting at 9:35pm. Mr. Cunningham seconded the motion. Meeting adjourned.

Approved: _____
George F. Dillon, Jr. Clerk

respectfully submitted,
Patrice Garvin
Executive Assistant to the Town Manager

Date Approved: 4-11-2011