

**BOARD OF SELECTMEN
MINUTES JUNE 6, 2011
APPROVED**

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

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

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

REORGANIZATION OF THE BOARD

Mr. Cunningham nominated Anna Eliot as Chairman. Mr. Dillon seconded the nomination. Ms. Eliot was elected as Chairman, with 1 abstention Ms. Eliot.

Mr. Schulman nominated Mr. Dillon as Vice Chairman. Mr. Cunningham seconded the nomination. Mr. Dillon was elected as Vice Chairman, with one abstention Mr. Dillon.

Mr. Degen nominated Mr. Cunningham as Clerk. Mr. Degen seconded the nomination. Mr. Cunningham was elected as Clerk, with one abstention Mr. Cunningham.

ANNOUNCEMENTS

Rick Commons, Headmaster of the Groton School presented the Town an annual gift of \$100k. The Board thanked Mr. Commons.

TOWN MANAGER'S REPORT

1. Mr. Haddad stated that with regard to the Center Fire Station Relocation Committee the Special Town Meeting is continued to Monday, June 13, 2011 at 7:00pm at the Middle School. The Town Meeting will be asked to take some kind of action on the Sacred Heart Church Property Purchase. One of the remaining issues on that purchase was the completion of an appraisal of the property by the Town. Mr. Haddad stated that the Town hired Avery Associates of Concord to perform the appraisal. It has been completed and value came in at \$480,000. The agreed purchase price is \$450,000.
2. Mr. Haddad informed the Board that the Town has completed its search for a new Treasurer/Collector for the Town. A search committee made up of staff to conduct the search. Forty resumes were received and four candidates were interviewed. Based on interviews and an extensive background check, Mr. Haddad appointed Victoria Smith of Mason, New Hampshire as the Treasurer/Collector for Groton. Victoria has been the Treasurer/Collector for the Town of Harvard for the past eleven years. [Document #1-V. Smith Resume] Victoria's start date is scheduled for July 5, 2011 and her pay will be Grade 15, Step 5 (66,193).
Mr. Cunningham moved to affirm the Town Manager's appointment of Victoria Smith to the Treasurer/Collector as stated, effective July 5, 2011. Mr. Degen seconded the motion. Motion unanimously carried.

COMMITTEE MEETING MINUTES-DISCUSSION

Mr. Haddad asked the Board how they think the Town can improve collecting and posting of minutes from non staff assigned committees. Mr. Haddad suggested setting aside a pool of money to hire temporary people to take minutes to help various Boards/committees get complete and post minutes. Mr. Haddad added that all minutes should be posted through the Town Clerk. Mr. Degen suggested using the Senior Work off program. Mr. Cunningham asked what the process is to post minutes online. Mr. Haddad replied that all minutes go to the IT direct to post online. Mr. Dillon suggested having a policy to be proposed by the Town Manager, put in place regarding minute completion and posting would be a good idea.

GREENWAY COMMITTEE-FITCH'S BRIDGE UPDATE

David Manugian updated the Board on the status of Fitch's Bridge and noted that there is no funding available at this time for bridge renovations. Mr. Manugian thanked the committee and the Friends of Fitch's Bridge. Mr. Manugian

stated that there were three options and the committee recommends getting rid of the old bridge and replacing it with a prefabricated bridge. Mr. Manugian stated that he would be bringing back the balance to the CPA. Mr. Degen asked if there was any money available for motorized vehicles. Mr. Manugian stated there was not and would keep discussion going on the bridge.

CONTINUATION OF PUBLIC HEARING-CENTER FIRE STATION

Mr. Degen moved to reopen the public hearing. Mr. Cunningham seconded the motion. Hearing reopened.

Don Black, Chairman of the Center Fire Station Relocation Committee stated that the committee met and voted 6-1 to recommend the following sites for a Center Fire Station in order of priority:

1. Sacred Heart Church, 279 Main Street
2. Groton Electric (GELD), Station Ave
3. Prescott School, Main Street

Mr. Dillon pointed out that the committee looked at a number of sites. Mr. Black explained how the group kept the search to a targeted area. Ms. Eliot recognized all of the other members of the relocation committee. The Board thanked the committee for all of their work.

Public Comments

1. Stan Robell, 258 Main Street asked if there was an up to date evaluation done on the GELD property site. Mr. Black stated that the GELD site would have scored higher in his opinion if all the information was gathered. Mr. Haddad noted that all of the sites were well vetted and the work was done. Mr. Black stated that there are a number of unknowns with the GELD site.
2. Berta Erickson stated that if there were unknowns with the GELD site then the vote for the Sacred Heart site should be postponed. Mr. Black stated that the Committee fulfilled its charge. Mr. Degen asked if the deep hole test was done on the GELD site. Mr. Black stated that the holes were not dug and that according to Val Prest the water table was high on the GELD site.
3. Deb Burton, 258 Main Street asked the Board to withdraw the article due to incomplete data on the GELD site.
4. Kevin Lindemer, GELD Commissioner reiterated the \$140k saving to GELD if the fire station was built on station. Mr. Haddad asked what the \$140k savings was. Mr. Lindemer stated that GELD could save on natural screening, demolition and a possible shared generator; \$40k of the savings for GELD was based on the Town taking down the existing sheds at GELD. Mr. Lindemer stated that he wanted to work with the Town. Mr. Haddad asked if GELD was willing to delay their building project. Mr. Lindemer replied that he could not answer that question.
5. Tony Hawgood, a Call Firefighter stated that the Sacred Heart site was the best location for a new fire station and did not want the leftovers of GELD.
6. Chief Bosselait thanked the committee and explained why Sacred Heart was the best site.
7. Val Prest updated the Board on the drainage issue at the GELD site. Mr. Prest noted that the Prescott site development would be very expensive.
8. Deb Burton commented on the zoning once the building is removed. Mr. Cunningham noted the considerable amount of money spent on the development of Station Ave.
9. Russell Burke stated that there has been no formal vote by the Planning Board. Mr. Russell did note that by GELD staying on Station Ave there still could be some move for a private developer to come in.
10. Tyler Shute, Firefighter stated that the committee voted 6-1 for the Sacred Heart site.
11. Becky Pine stated that the Sacred Heart site is too small for a fire station. Mr. Haddad corrected Ms. Pine and stated that the Sacred Heart site is not too small. Mr. Haddad added that if the Sacred Heart site is purchased the money will stay with the local parish. Deb Burton stated that all connected with the parish should recuse themselves from voting on the Church site.

Mr. Degen moved to close the public hearing. Mr. Cunningham seconded the motion. Hearing closed.

Board Discussion

Mr. Schulman stated that he was in favor of the Sacred Heart site. Ms. Eliot, Mr. Dillon, Mr. Cunningham and Mr. Degen were all in favor of moving to Town Meeting to vote on the Sacred Heart site. Town Meeting is set for June 13, 2011 at the Groton Middle School at 7:00pm.

TOWN MANAGER’S REPORT CONTINUED

- 4. Mr. Haddad noted that through the hard work of the GIS Committee the GIS system is one of the best in the Commonwealth. Now that a competent IT Director is on staff the need for a GIS Committee is not as necessary as it once was. Michelle Collette, a long time member of the Committee indicated that it was time to disband the committee and allow staff to perform the duties that were accomplished by the committee. The Board was in favor of having the GIS Committee disbanded.
- 5. Mr. Haddad proposed a meeting schedule for the Board through the summer.
Mr. Degen moved to adopt the Board of Selectmen schedule for the summer as stated. Mr. Dillon seconded the motion. Motion unanimously carried.
- 6. Mr. Haddad stated that the current contract of the Fire Chief is set to expire on June 20, 2011. Joseph Bosselait has been the Fire Chief for the past eleven years and has done an outstanding job. A new three year contract is being negotiated with the Chief and an agreement has been made. The Fire Chief is currently being paid an annual salary of \$96,013, with a \$1,500 annual education stipend for a total compensation of \$97,513. This has been his salary for the past two years. The Town has agreed to add the same performance standard in his contract that is currently contained in the Town Manager and Police Chief’s contract. With regard to compensation, Chief Bosselait and the Town Manager have agreed to a FY12 salary of \$101,400 (the education stipend has been removed folding it into the salary). This would equate to a four percent increase, or 1.33% increase per year for the last two years and FY 12. [Document #2-Fire Chief Contract]
Mr. Cunningham moved to approve the contract the Town Manager negotiated with the Fire Chief. Mr. Schulman seconded the motion. Motion unanimously carried.
- 7. The ABCC has informed the Town that we have picked up an additional all alcoholic package store licenses. There are currently two of these licenses available. Pursuant to MGL, Chapter 138, the Secretary of the Commonwealth has adjusted the federal census for the 2010 year and has determined that Groton’s population is 10,646. Based on this, we have been allowed to issue an additional package store license if the Board so chooses. Mr. Haddad recommended, if the Board was inclined to issue another license, the Town advertise a bid and allow businesses and/or individuals to come forward with a proposal to the Board for the license. The Board agreed to table the issue.
- 8. Mr. Haddad asked the Board to ratify his appointments to the Groton Pool and Golf Center.
*Mr. Schulman moved to ratify the Town Manager’s appointments to the Groton Pool and Golf Center:
Mary Jane Baker-Lifeguard \$10 per hour; Olivia Rose-Lifeguard \$8 per hour; Shannon Hurley-Lifeguard \$8 per hour; Sara Heard-Lifeguard \$8.75 per hour; Erik Honkonen-Snack Bar/Lounge \$8 per hour; Maeve Kidney-Snack Bar/Lounge \$8 per hour; Kathleen Martin-Snack Bar/Lounge \$8 per hour; Alexander Upton-Snack Bar/Lounge \$8 per hour;
Mr. Dillon seconded the motion. Unanimously carried.*

ANNUAL APPOINTMENTS

Mr. Degen moved to disband the Personnel Board effective June 30, 2011 and formally send to the Fall Town Meeting. Mr. Schulman seconded the motion. Motion unanimously carried.

Mr. Schulman moved to ratify the following officials appointed by the Town Manager. Mr. Dillon seconded the motion. Motion unanimously carried.

ANIMAL CONTROL OFFICER

R. Thomas Delaney, Jr.

2012

ANIMAL INSPECTOR

George Moore

2012

COMMUNICATIONS OFFICERS

April Moulton 2012
 Sarah E. Powers 2012
 Darlene A. Touchette 2012
 Edward J. Bushnoe 2012
 Paul E. Martell 2012
 Warren Gibson 2012
 Michael MacGregor 2012

CONSTABLES

William H. Grennell 2014
 Frederick Correia 2014

DATABASE COORDINATOR

April Moulton 2012

DOG OFFICER

Susan Hogan 2012

EARTH REMOVAL INSPECTOR

Michelle Collette 2012

ELECTION WORKERS

Barbara Avey 2012
 Florine Bakke 2012
 Maureen Beal 2012
 Marcia Birmingham 2012
 Audry Bryce 2012
 Laurie Bonnett 2012
 Marvin Caldwell 2012
 Jane Chalmers 2012
 Carol Chalmers 2012
 Margaret Connolly 2012
 Anthony Corsetti 2012
 Irene Corsetti 2012
 Joan Crouteau 2012
 Jean Cummings 2012
 Carol Daigle 2012
 Dorothy Davis 2012
 Alberta Erickson 2012
 Carl Flowers 2012
 Norma Garvin 2012

ELECTION WORKS (continued)

Louise Gaskins 2012
 Joan Guimond 2012
 Ellen Hargraves 2012
 Richard Hewitt 2012
 Lorene Holston 2012
 April Iannacone 2011
 Edward Kopec 2012
 Stephen Legge 2012

Lorraine Leonard 2012
 Cindy Martell 2012
 Mary McGrath 2012
 Kathy Morin 2012
 John Ott 2012
 Lisa O'Neil 2012
 Geraldine Perry 2012
 Nancy Pierce 2012
 Peg Russell 2012
 Connie Sartini 2012
 Jean Secovich 2012
 Stuart Shuman 2012
 Arestothea Staub 2012
 Albert Steed 2012
 Effie Stewart 2012
 Rena Swezey 2012
 Janet Thompson 2012
 Romona Tolles 2012
 Marilyn Trecartin 2012
 Ann Walsh 2012
 Margaret Wheatley 2012
 Michael Woods 2012

ELECTRICAL INSPECTOR

Edward Doucette 2012
 John Dee III (Alternate) 2012

FENCE VIEWER

George Moore 2012

FIELD DRIVER

George Moore 2012

GRAVES REGISTRATION OFFICER

Deborah Beal Normandin 2012

HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER

Kathleen LeBlanc 2012

KEEPER OF THE TOWN CLOCK

Paul Matisse 2012

LOCAL LICENSING AGENT

Donald L. Palma, Jr. 2012
 James Cullen 2012

MEASURER OF WOOD AND BARK

Evan C. Owen 2012

MOTH SUPERINTENDENT

R. Thomas Delaney, Jr. 2012

NIMS COORDINATOR
Donald L. Palma, Jr. 2012

PARKING CLERK
Kathy E. Morin 2012

PLUMBING AND GAS INSPECTOR
Robert Friedrich 2012

POLICE DEPARTMENT
Matrons
April Moulton 2012
Deborah Richardson 2012
Darlene A. Touchette 2012
Sarah E. Power 2012
Beverly Jeddrey 2012
Kathy Newell 2012

Officers
Nicholas Beltz 2012
Robert Breault 2012
Peter Breslin 2012
Gordon Candow 2012
James Cullen 2012
Richard Elie 2012
Derrick Gemos 2012
Jeffrey Gigliotti 2012
Kevin Henehan 2012
Rachel Mead 2012
Dale Rose 2012
Edward P. Sheridan 2012
Corey Waite 2012
Paul Connell 2012

POLICE DEPARTMENT (continued):

Police Auxiliary
Mark Miller 2012

Reserve Officers
George Aggot 2012
Stephen McAndrew 2012
Edward Bushnoe 2012
Rachel Robinson 2012
Bethany Evans 2012
Ryan Fogarty 2012

Groton Special Officers
Jack Saball 2012
Jack Balonis 2012

George Rider 2012

PUBLIC SAFETY CHAPLAINS
Reverend Brian Fidler 2012
Father Paul Ring 2012

ROAD KILL OFFICER
Steven Mickle 2012

SEALER WEIGHTS & MEASURES
Eric Aaltonen 2012

SURVEYOR OF WOOD/LUMBER
R. Thomas Delaney, Jr. 2012

TOWN DIARIST
M. Constance Sartini 2012

TREE WARDEN
R. Thomas Delaney 2012

VETERANS' SERVICE OFFICER
Robert C. Johnson 2012

Mr. Schulman moved to appoint the following Boards/Committees, abstentions by Board members indicated below.
 Mr. Cunningham seconded the motion. Motion unanimously carried.

AFFORDABLE HOUSING TASK FORCE

Disband Discussion

AFFORDABLE HOUSING TRUST FUND (2 Year)

Joshua A. Degen 2013

David Wilder 2013

**Josh Degen abstained from vote*

BOARD OF REGISTRARS

Membership Discussion

BY-LAW REVIEW & STUDY COMMITTEE

Michael Bouchard 2012

Mark W. Haddad 2012

Peter S. Cunningham 2012

Steven Webber 2012

** Peter S. Cunningham abstained from vote*

COMMUNITY PRESERVATION COMMITTEE (3 Year)

Michael Roberts (BOS) 2014

Richard Hewitt (BOS) 2014

CONSERVATION COMMISSION (3 Year)

Craig S. Auman 2014

Bruce H. Easom 2014

COUNCIL ON AGING (3 Year)

Carl Flowers 2014

Frances Goldbach 2014

New Appointment

Alan Holbrook 2014

ECONOMIC DEVELOPMENT COMMITTEE

Russell Burke 2012

Anna Eliot 2012

Peter Myette 2012

Michael Rasmussen 2012

James Ryan 2012

Jane Bouvier 2012

**Anna Eliot abstained from vote*

FINANCE COMMITTEE (3 Year)

Jay Prager 2014

Robert Hargraves 2014

HOUSING PARTNERSHIP

Peter S. Cunningham 2012

Theresa M. Ragot 2012

Michelle Collette 2012

Carolyn A. Perkins 2012

Alicia Hersey 2012

**Peter S. Cunningham abstained from vote*

LOST LAKE SEWER COMMITTEE

Angela C Garger 2012

Carol Quinn 2012

Thomas Orcutt 2012

LOWELL REGIONAL TRANSIT AUTHORITY

Paul A. Rothier 2012

MILITARY COMMUNITY COVENANT

George F. Dillon, Jr. 2012

Peter S. Cunningham 2012

Anna Eliot 2012

Steven Webber 2012

Elbert Tompkins 2012

**George F. Dillon, Jr.; Peter S. Cunningham; Anna Eliot abstained from vote*

MONTACHUSETT REGIONAL TRANSPORTATION COMMITTEE

Anna Eliot 2012

David Manugian 2012

**Anna Eliot abstained from vote*

MONTACHUSETT REGIONAL PLANNING COMMITTEE

Anna Eliot 2012

David Manugian 2012

**Anna Eliot abstained from vote*

PRESCOTT REUSE COMMITTEE

Stanley Jackson 2012

Anna Eliot 2012

Russel Burke 2012

Berta Erickson	2012
Ellen Hargraves	2012
Halsey Platt	2012
Richard Lewis	2012

**Anna Eliot abstained from vote*

SCHOLARSHIP COMMITTEE (3 Year)

Robinson C. Moore	2014
Mary Ellen Sweeney	2014
Barbara P. Ritz	2014

SUSTAINABILITY COMMITTEE

Carol Canner	2012
Chris Christie	2012
Carl Flowers	2012
Richard Hewitt	2012
Leo Laverdure	2012
Michael Roberts	2012

Mr. Dillon moved to ratify the following Town Manger appointments, including Special Police Officers reference on the attached letters. Mr. Schulman seconded the motion. Motion unanimously carried. [Document #3-Ltrs from Dunstable, Pepperell, Ayer, Townsend and Shirley]

AGRICULTURAL COMMISSION

(3 Year)

John Smigelski 2014
Susan Colt Wilcox 2014

ARCHIVES COMMITTEE

Norma Garvin 2012
George Wheatley 2012

BOARD OF SURVEY

Evan C. Owen 2012

BUILDING COMMITTEE

Michael Bouchard 2012
Halsey Platt 2012
Val Prest 2012
Jeremy Jerkowicz 2012
Susan Daly 2012

CABLE ADVISORY COMMITTEE

Dorothy N. Davis 2012
David Melpignano 2012
Janet Vartanian 2012
Neil Colicchio 2012
Jane Bouvier 2012

COMMISSION ON ACCESSIBILITY

Margaret M. McPartlan 2012
Robert Fleischer 2012
Emil Reschsteiner 2012
Mark Shack 2012
Alan Taylor 2012

CONDUCTORLAB COMMITTEE

Arthur R. Blackman 2012
Michelle Collette 2012
Kim M. Henry 2012
Robert Hanninen 2012
Mark Deuger 2012

**EARTH REMOVAL ADVISORY
COMMITTEE**

Edward A. Perkins 2012

GIS COMMITTEE

Disbanded

GREAT POND ADVISORY COMMITTEE

Cynthia Sweney 2012
Susan H. Horowitz 2012
Lawrence Swezey 2012
Nancy Todd 2012
John Diezman 2012
William Strickland 2012
Cheney Harper 2012

GREENWAY COMMITTEE

Stacey Billings Chilcoat 2012
Marion R. Stoddart 2012
Carol Coutrier 2012
David Pitkin 2012
Fran Stanley 2012

HISTORICAL COMMISSION

(3 Year)

Richard C. Dabrowski 2014
Shirley Wishart 2014

HISTORIC DISTRICTS COMMISSION

(3 Year)

Daniel J. Barton 2014
Sanford Johnson (Alternate) 2014

INSURANCE ADVISORY COMMITTEE

Jack E. Balonis 2012
Paula D. Martin 2012
April L. Moulton 2012
Ann F. Walsh 2012
David Roy 2012
Barbara Cronin 2012
Thomas Orcutt 2012
Police Representative 2012

OLD BURYING GROUND COMMITTEE

Ellen T. Hargraves 2012
Deborah Beal Normandin 2012
Marcia Beal-Brazer 2012
Kenneth A. LeFebvre 2012
Amanda Gavazzi 2012

RECYCLING COMMITTEE

Michael D. Brady 2012
 Tessa David 2012
 R. Thomas Delaney, Jr. 2012
 Jamie E. King 2012

SIGN COMMITTEE

Patrice Garvin 2012
 Jason N. Kauppi 2012
 Mark W. Haddad 2012

**TOWN FOREST COMMITTEE
 (3 Year)**

Stephen L. Babin 2014

TRAILS COMMITTEE

Bruce Easom 2012
 Paul G. Funch 2012
 Wendy A. Good 2012
 Stephen A. Legge 2012
 Joachim Preiss 2012
 Edward Bretschneider 2012
 David H. Minott 2012
 Alan W. Taylor 2012
 John Lynch 2012

WEED HARVESTER COMMITTEE

Bradley D. Harper 2012
 Carole A. Watson 2012
 Robert K. Watson 2012
 Garrett Durling 2012
 Erich Garger 2012
 William Strickland 2012
 Stephen Marrantzini 2012

WILLIAMS BARN COMMITTEE

Bradbury B. Smith 2012
 Karen Stone 2012
 Joseph Twomey 2012
 Alfred L. Wyatt 2012
 Leo R. Wyatt 2012
 Sandra Tobies 2012

SELECTMAN LIAISON REPORTS

Mr. Dillon reported his attendance along with Ms. Eliot and Mr. Cunningham regarding their participation and marching in the Memorial Day activities. Mr. Cunningham agreed the Memorial Day activities were great and hoped to get the fly over next year. The Board thanked the American Legion and in particular Bob Johnson for their organizing and controlling the Memorial Day program.

Mr. Haddad requested one other appointment for the Park Ranger of Sargisson Beach, a position paid for by the Conservation Commission.

Mr. Degen moved to ratify the appointment of the Town Manager of Alec Gerhardt with a rate of \$9 per hour. Mr. Cunningham seconded the motion. Motion unanimously carried.

MINUTES

Mr. Cunningham moved to approve the Special Meeting Before Town Meeting Minutes on May 2, 2011. Mr. Degen seconded the motion. Motion carried. [Document #4-Draft 5/2/11 Minutes]

Mr. Cunningham moved to approve the regular session minutes of May 9, 2011. Mr. Dillon seconded the motion. Motion carried. [Document #5-Draft 5/9/11 Minutes]

ADJOURNMENT

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

Approved: _____
 George F. Dillon, Jr. Clerk

_____ respectfully submitted,
 Patrice Garvin
 Executive Assistant to the Town Manager

Date Approved: 7-11-11