

**BOARD OF SELECTMEN
MINUTES DECEMBER 5, 2011
APPROVED**

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

Absent: Peter Cunningham, Clerk

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

Ms. Eliot called the meeting to order at 7:00pm and reviewed the agenda.

TOWN MANAGER'S REPORT

1. Mr. Haddad stated that as the Board is aware, with Patricia DuFresne moving full-time to the Accountant's Office effective January 1, 2012, we undertook a search for her replacement as Water and Sewer Departments Business Manager. A search committee was appointed made up of Ms. DuFresne, Tom Orcutt, Kathleen LeBlanc and Water Commissioner Al Collins. Over 20 applications were received and 5 candidates were interviewed. Mr. Haddad has appointed Sandy Pellecchia of 9 Sunrise Ave., Leominster, MA to the position. Ms. Pellecchia has outstanding experience for this position as she has served for ten years as the Office Administrator for the Sterling Electric Light Department. She will be paid at a Grade 9, Step 4 (52,996) of the SEIU, Local 888 Collective Bargaining Agreement. Mr. Haddad requested that the Board ratify his appointment. Mr. Dillon asked if there were any applicants from Groton. Mr. Haddad responded that there was one internal applicant and one resident. Mr. Haddad added that the search committee was unanimous with Ms. Pellecchia.

Mr. Dillon moved to ratify the Town Manager's appointment of Sandy Pellecchia as the new Water and Sewer Departments Business Manager. Mr. Degen seconded the motion. Motion unanimously carried.

2. Mr. Haddad reported that Selectman Dillon, Valerie Jenkins, Victoria Smith, Patricia DuFresne and Patrice Garvin have been working on updating the Town's financial policies. Enclosed with this report is a memorandum from Ms. Jenkins outlining the proposed changes, along with a red-lined version of the policies. I would ask the Board to review this information and consider adopting the new policies at Monday's meeting. Mr. Dillon stated that in 2004 these policies were first put together so the Board of Selectmen could set goals and objectives. Ms. Jenkins summarized the process and the importance of having an updated Financial Policies Document. Mr. Degen was happy with the review and asked if a formal vote could be taken at the next Selectmen's meeting, when FinCom has had a chance to look at the policies.

[Document 1: Financial Policies Draft]

3. Mr. Haddad distributed a list of 9 properties with varying values and cross sectional of Town to show what the tax impact would be on residents with a tax rate of \$16.08. **[Document 2: List of Properties]**

4. Mr. Haddad stated that the Board was sent a package from the Great Ponds Advisory Committee requesting the Board's support on their filing with the Conservation Commission to combat invasive aquatic vegetation in Baddacook Pond.

Mr. Dillon moved to support a Notice of Intent for the Great Pond Advisory Committee, which will go to the Conservation Commission; is regarding Baddacook Pond. Mr. Schulman seconded the motion. Motion unanimously carried.

5. Mr. Haddad stated that the Groton Garden Club has requested permission to use the open area adjacent to Town Hall for their Annual Plant Sale, scheduled for Saturday, May 5, 2012 from 8:30am to 12 noon.

Mr. Degen moved to request the use of the open space area adjacent to Town Hall on May 5, 2012, for the purpose of the Garden's Club Annual Plant Sale. Mr. Schulman seconded the motion. Motion unanimously carried.

6. Mr. Haddad reported that the First Parish Church will be hosting a New Year's Eve Party and have requested a one day beer and wine license. The event will be held on Saturday, December 31, 2011 from 8:00pm to 12:30am at MacNeil Lounge at Lawrence Academy.

Mr. Dillon moved to approve the one day liquor license for First Parish Church, December 31, 2011 from 8pm to 12:30am, contingent on TIPS Training. Mr. Degen seconded the motion. Motion unanimously approved.

ANNUAL LICENSE RENEWALS

Ms. Garvin indicated to selectmen the changes in hours of operation.

Mr. Schulman moved to approve and Mr. Dillon seconded. Motion unanimously carried.

**Gibbet Hill Grill LLC, dba Gibbet Hill Grill Restaurant and Function Hall, located at 61 Lowell Road
Thomas Totman, Manager**

All Alcohol Restaurant License (2) & CVL (2)

Hours of Operation: Daily 9am-1am, Licenses to expire December 31, 2012

Mr. Degen moved to approve and Mr. Dillon seconded. Motion unanimously carried.

Groton Country Club, located at 94 Lovers Lane Function Hall & Snack Bar

Robert Whalen, Manager

General On-Premise All Alcohol, CVL, Entertainment License and Sunday Entertainment License

Hours of Operation: Daily 8am-1am, Licenses to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

RC Kimball Inc., dba Oliver's Grille & Pub, located at 765 Boston Road,

Cheryl Hryniewicz, Manager.

All Alcohol Restaurant License & Common Victualler License (CVL)

Seating Capacity of 87; Hours of Operation-Daily 11:30am-12am . Licenses to expire December 31, 2012

Groton Market, Inc., located at 235 Main Street

John Madigan, Manager

All Alcohol Package Store License

Hours of Operation Mon to Sat 9am to 9pm, Sun 12pm to 6pm. License to expire December 31, 2012

Mr. Schulman moved to approve and Mr. Degen seconded. Motion unanimously carried.

Marchand, Denis H. & Estelle C., dba Craven's Package Store, located at 777 Boston Road

Denis H. Marchand, Manager

All Alcohol Package Store License

Hours of Operation Mon – Sat 8am to 11pm, Sun 12pm to 11pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Groton House of Pizza, located at 129 Main Street,

Facility Owner Cosmo Gilberti of 6 Landmark Road, Westford, MA 01886

Theo Stefanakos, House of Pizza Manager

CVL and Entertainment License

Seating Capacity 42; Hours of Operation Daily 11am-9pm; Amusements include-1 Pinball Machine, 2 Video Games & 1 Juke Box, Excluding Sundays; .License to expire December 31, 2012

****Contingent on Receipt of A Certificate of Insurance***

Mr. Schulman moved to approve and Mr. Dillon seconded. Motion unanimously carried.

Filho's Cucina, Inc., located at 235 Main Street

Oswaldo Z. Filo, Manager

CVL & BYOB Permit

Hours of Operation Mon-Thur 11am to 8pm, Fri & Sat 11am to 9pm, Sun 4pm to 8pm. License to expire December 31, 2012

****Contingent on Receipt of A Certificate of Insurance***

Mr. Dillon moved to approve and Mr. Schulman seconded. Motion unanimously carried.

FJ Catalano Enterprise Inc., dba Dunkin Donuts, located at 133 Main Street
Steve Ortiguero, Manager

CVL

Seating Capacity of 6; Hours of Operation Daily 6am- 7pm. License to expire December 31, 2012

Mr. Schulman moved to approve and Mr. Dillon seconded. Motion unanimously carried.

Courtney's Donuts LLC, dba Dunkin Donuts, located at 318 Main Street
June Miner, Manager

CVL

Hours of Operation Daily 6am -8pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Courtney's Donuts LLC, dba Dunkin Donuts, located at 3 Forge Village Road
Christina Gounardis, Manager

CVL

Hours of Operation Daily 6am -8pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Santi's Restaurant & Dairy Bar, dba Johnson's Drive -In, located at 164 Boston Road
Richard Santiano, Manager

CVL

Seating capacity 50; Hours of Operation Daily 6am to 8pm. License to expire December 31, 2012

****Contingent on Receipt of A Certificate of Insurance***

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Country Butcher & Deli Inc., dba Country Butcher & Deli, located at 68 Boston Road
Kenneth Demers, Manager

CVL

Hours of Operation Mon to Fri 10 am to 7pm, Sat 10am to 6pm and Sun 10am to 5pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Otto Wight Ventures, dba Main Street Café, located at 159 Main Street
Robert Wright, Manager

CVL, BYOB & Entertainment License

Eating Capacity 60; Hours of Operation Daily 6 am – 10pm; Thurs-Fri For Live Music from 7pm to 9pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Donelan's Supermarkets, Inc., located at 250 Main Street
Steve Smith, Manager

CVL

Hours of Operation Mon –Fri 8am to 9pm Sat & Sun 8am to 8pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Gilson Family Herb Ent Ltd, dba Herb Lyceum, located at 368 Main Street
David W. Gilson, Manager

CVL & BYOB

Seating capacity 34; Hours of Operation Daily 10:30 am to 10:30 pm. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Dillon seconded. Motion unanimously carried.

The Natural Market, located at 148 Main St.

Joan Reardon, Manager

CVL

Seating capacity 6. Hours of Operation Daily 9am to 6pm; Sun 11-5. License to expire December 31, 2012

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Shaws Supermarket, Inc., dba Shaws Supermarket # 9627, located at 760 A Boston Road

Paul Flynn, Manager

CVL

Hours of Operation Mon 6am to 10pm Tues-Sat 7am-10pm; Sun 7am to 9pm. License to expire December 31, 2012.

Mr. Schulman moved to approve and Mr. Dillon seconded. Motion unanimously carried.

Main House, LLC, dba Main House, located 495 Main Street, 3c

Kan Hung So, Manager

CVL

Hours of Operation Daily 11am to 10pm. License to expire December 31, 2012

Mr. Dillon moved to approve and Mr. Schulman seconded. Motion unanimously carried.

A.L. Prime Energy, located 619 Boston Road

Mahmood Shiekhabdou, Manager

Hours of Operation Daily 5am to 10pm. License to expire December 31, 2012

****Contingent on Receipt of A Certificate of Insurance***

Mr. Dillon moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Groton Towing Inc., Located at 445 Main Street

Robert Olson, Manager/Owner

Class II License

Hours of Operation Mon-Fri 8am-6pm; Sat 9am-12pm. License to expire January 1, 2013

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Miller Classic Cars, located at 1025 Lowell Road

Frederick A. Miller, Manager/Owner

Class II License

Hours of Operation Daily 9am to 5pm. License to expire January 1, 2013

Mr. Degen moved to approve and Mr. Schulman seconded. Motion unanimously carried.

Piper's Classic Imports, Inc., located at 15 Elm Street

Ernest Piper, Manager/Owner

Class II License

Hours of Operation Mon - Fri 8am to 5pm. License to expire January 1, 2013

MINUTES

Selectman Dillon moved to approve the minutes of November 14, 2011. Mr. Degen seconded the motion. Motion unanimously carried.

ADJOURNMENT

Mr. Schulman moved to adjourn the meeting at 7:46pm. Mr. Degen seconded the motion. Meeting Adjourned

Approved: _____
George F. Dillon, Vice Chair

_____ respectfully submitted,
Patrice Garvin

Date Approved: 1-9-12

Executive Assistant to the Town Manager