

**BOARD OF SELECTMEN
MINUTES SEPTEMBER 4, 2012
APPROVED**

Present: Stuart M. Schulman Chairman; Peter Cunningham, Vice Chairman; John G. Petropoulos; Joshua A. Degen; Anna Eliot

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

Mr. Schulman called the meeting to order at 7:00pm and made some brief announcements.

TOWN MANAGER'S REPORT

1. Mr. Haddad had alerted the Board that the Groton Lakes Association had prepared a Notice of Intent Application to submit to the Conservation Commission to address the weed problem on Knopps Pond/Lost Lake. The Board of Selectmen needs to approve and sign off on this application because the Board is the applicant. Mr. Prest and Mr. Woodle were present to discuss the issue with the Board. [Document 1: NOI Knopps Pond/Lost Lake] Mr. Cunningham stated that he supported the NOI. Mr. Degen stated that this issue was long standing and has become a public safety issue. Mr. Degen saw no other alternative. Mr. Schulman stated that the risk is small and supported the NOI. Mr. Prest stated that he and others are exploring fundraising ideas and may look into CPA funds. The total cost of one application is \$90k-\$100k. Mr. Prest added that he has received no complaints against the idea from anyone who lives on the lakes. Mr. Cunningham asked about potential boat ramp cleaning stations. Mr. Prest stated that it was not a DCR pond and state agencies work with boat ramps. Mr. Prest stated that he would look into possible avenues for state funding.
Mr. Cunningham moved to sign the NOI for treatment of Lost Lake/Knopps Pond. Ms. Eliot seconded the motion. Motion unanimously carried.

2. Mr. Haddad stated that he has received a proposal from the DPW Superintendent seeking additional hours of administrative support. A cost breakdown has also been distributed for consideration. [Document 2: DPW Support Documentation on Increase] Mr. Haddad stated that the administrative position is going from 15 per week to 35 hours per week. Mr. Haddad stated that the CPC will pick up the cost for its administrative help, freeing up money in the budget. Mr. Delaney stated why he needed the additional hours, noting the increased recycling in Town. Mr. Haddad noted that the Water/Sewer position would be a 20 hour a week position and that that position is funded through the Sewer Enterprise.
Mr. Cunningham moved to approve the position increase of the DPW Administrative Assistant to 35 hours per week, effective September 10, 2012. Mr. Degen seconded the motion. Motion unanimously carried.

LOST LAKE SEWER ADVISORY COMMITTEE-UPDATE ON SURVEY

Mr. Haddad stated that 341 certified letters were sent out to help the Board of Selectmen make a decision on whether to have a Town tax contribution to the project. Mr. Haddad stated that the purpose of the certified letter was to gather information and was not a binding vote. Mr. Haddad stated that self-addressed stamped envelopes for the residents to return the letter indicating their preference. In the letter it was outlined the proposed project and the anticipated cost of the project at 100% user funded. A "yes" vote indicated their support of the project and a "no" vote indicated their opposition to the project.

Of the 341 letter that were sent out 312 signed green cards were returned and 213 letter were received. This was a 69% response to the mailing. Of those 213 letters, 83 residents voted "yes" and 130 voted "no". Mr. Haddad added that 99 residents have not responded. Mr. Haddad stated that the Lost Lake Sewer Committee sent out another survey to all residents in their GELD bills. Ms. Quinn was present to go over the results of this survey.

Ms. Quinn stated that 4,500 surveys were sent out and 284 responses were received, totaling 6.4%. Of those 284 responses 164 indicated that they were not Lost Lake Residents, 88 were Lost Lake residents and 32 were unsure of their Lost Lake affiliation. Ms. Quinn stated that 65% felt some amount should be paid by the tax base, 45% of those felt that the Town tax base should pay 50%. Also 29% felt no amount should be paid by the tax base. Mr. Haddad stated that it would cost 12 million to fund the project. There is also a problem with the Board of Health because of failing systems and no relief can be given unless an approved sewer project is in place. There is 800k in the project already and it is unsure what Ayer will allow.

Mr. Rafferty of Woodard & Curran addressed the question of why the Lost Lake are needs to be sewerred. Mr. Rafferty stated that it was an issue of public health and that the lake quality is degrading. Mr. Rafferty added that people need upgrades and need advance systems and their lots are too small. The lake is dying and will die, public water needs to be protected. Mr. Degen stated that if the sewer is approved then how many lots can have access to hookup. Mr. Rafferty replied by stating that 18 or 19 could be developed with a sewer. Mr. Hoch asked if water quality would change in the wells and why this project should be done at Lost Lake. Mr. Rafferty stated that it was a risk not to do anything. Mr. Rafferty stated that the process came from multiple studies, that all those studies were used to come up with a solution. Mr. Collette stated that once the Nitrogen hits wells it is too late and supported the Lost lake Sewer Project. Mr. Harker asked how long it would take to see improvement in the lake once a sewer system was in place. Mr. Rafferty stated that he was unsure but did point out if nothing was done the lake has no chance of improving. Mr. Harder stated that it was incumbent to support the project and it was a benefit to the entire town. Mr. Haddad stated that \$100k was already being paid towards debt service and this could continue if the Board decides to put \$100k towards the sewer project. Mr. Haddad has been running debt schedules and any Town contribution over \$100k would require a debt override. Mr. Haddad stated that the budget can cover the fire station debt service and \$100k of the lost Lake, without raising taxes. Mr. Cunningham asked when the vote needed to be taken. Mr. Haddad stated that in order to qualify for state reimbursement the project needs to be voted at Fall Town Meeting. Mr. Rafferty stated that he would have more information by Town meeting and he would continue to look at ways to make the project less expensive. Mr. Harder asked for an explanation on the betterment charge and how it goes down if the Town contributes. Mr. Rafferty also pointed to four corners and their contribution could offset costs. Mr. Degen asked if the betterment rate was the same for residents and commercial owners. Mr. Haddad stated that it was a single tax rate town so it is the same rate.

Mr. Petropoulos stated that the average lot size at Lost Lake is ¼ in size and cannot support a septic system and this issue needs to be addressed now or later. Ms. Quinn recommended that the Board of Selectmen vote to approve a 25% contribution to avoid an override. This 25% is \$150k not \$100k, requiring an override. Mr. Haddad stated that Town Meeting has to appropriate 12 million and it is up to the Board of Selectmen as to how that is distributed, whether through betterments, taxes etc. Bonnie Carter stated that there are people who cannot afford the betterment and requested a slide that indicated what the cost would be to an average person.

Ms. Quinn noted that there are two outreach meetings next week. Mr. Degen asked about the Ayer agreement and if that could be established before Town meeting. Mr. Rafferty stated that it was the goal to have an agreement in place prior to Town Meeting. Mr. Cunningham asked if there were any income eligible programs

out there to tap into. Ms. Collette stated that there could be more research to seek out income eligible programs. Mr. Cunningham stated that 25% was a reasonable request but acknowledged that there are still some unknowns. Mr. Petropoulos objected to the vote being taken without prior notice and asked for additional time to consider the request. The request was denied after some discussion. Mr. Degen believed that Town meeting may approve at 25%. Ms. Eliot pointed out the need to clarify the four corners piece and asserted that the towns 25% is with knowledge that the four corners is also 25%. This would bring the cost to owner at 50%.

Mr. Degen moved to have the Board of Selectmen recommend to Town Meeting a 25% Town contribution (not to exceed 25%) towards the Lost Lake Sewer Project. Mr. Cunningham seconded the motion. Motion carried 4-yes, 1 abstention Mr. Petropoulos.

TOWN MANAGER'S REPORT CONTINUED

3. Mr. Haddad referred the Board to the first draft of the October 15, 2012 Fall Town Meeting Warrant. Mr. Haddad has sent the draft to counsel and the Town Moderator for review. [Document 2: Draft Town Meeting Warrant] Mr. Haddad briefly reviewed articles 1-8. Article 9 and 10 refer to the CPC. Bob DeGroot was present to discuss the CPC article regarding the Tarbell School. Mr. DeGroot discussed the purpose of the CPC and the funding buckets the CPC funds go into. Mr. DeGroot stated that to date no formal application has been filed for a Tarbell Project but there has been an extension given until 9/10. Mr. Easom stated that the additional money that could be coming in from the state, however is not projected in the numbers that have been given out. The Historic Bucket has \$92,500, and Tarbell could access this money with their application. The rest of the money that Tarbell was seeking would have to come from the Unallocated line totaling \$260k, which after the payment for Surrenden Farm the total left would be \$260k. Mr. Degen asked about the request from the Conservation Commission and their recent request to buy land. The Conservation Commission needs the money up front to purchase the land and potentially receive state reimbursement. Mr. Degroot stated that the CPC found the Tarbell project interesting and noted there would be money in the future for recreational projects. Mr. DeGroot also pointed out that there have been recent recreational projects funded by the CPC. Mr. Degroot advocated the use of CPC funds to renovate Tarbell.

Mr. Haddad reviewed Article 11 for the rezoning of the LHT property for the new fire station. Article 12 and 13 were zoning amendments and Article 14 was to formalize the Moderator process. Article 15 was for the housing lottery in town which develops a process for where the money goes. Article 18 refers to Fitch's Bridge. Ms. Sartini asked if this cost would require an override. Mr. Haddad stated that he was trying to find money that is already in debt service to cover the bridge costs. Mr. Haddad concluded the review with road acceptances and two citizen petitions. All articles will be discussed at the public hearing on September 10th.

4. Mr. Haddad noted that the Goals and Objectives were distributed and needed to be approved. The Board tabled the discussion and asked for more time for input. [Document 3: Draft BOS Goals & Objectives]
5. Mr. Haddad stated that he has made the following appointments and asked the Board to ratify these appointments.

April Iannacone-Business Manager Water/Sewer Department
Shawn Drinkwine-Special Police Officer (Dunstable PD)

Fred Alden-Special Police officer (Ahby PD)

Mr. Cunningham moved to ratify the Town Manager's appointment of April Iannacone-Business Manager Water/Sewer Department; Shawn Drinkwine-Special Police Officer (Dunstable PD); Fred Alden-Special Police officer (Ashby PD), effective 8/28/12. Mr. Degen seconded the motion. Motion unanimously carried.

6. Mr. Haddad stated that there have been many questions raised regarding the proposed cost of the new Center Fire Station. Town Meeting appropriated \$800,000 at the 2012 Spring Town Meeting to design and put out to bid the project. At the Spring Town Meeting it was presented to the Town that the anticipated cost of the building would be between \$6.9 and \$7.5 million and be approximately 18,550 square feet. The \$800,000 appropriation is part of that estimate, not in addition to the overall project cost. It has also been reported that their total cost of the project is now \$8 million. That is not accurate.

Breakdown of current project cost by category based on the current design at 18,780 square feet:

Estimated Site and Building Construction Cost:	\$5,522,743 or \$294 per sf.
Estimated Design Contingency:	\$ 441,819 or 8%
Anticipated Escalation to Feb 2013 Start Date:	\$ 119,291 or 3%
Estimated Construction Contingency:	\$ 276,137 or 5%
Basic Services (Arch., Struct., MEP/FP)	\$ 690,343
Add Services (Tech., Comm., Civil, Landscape, etc.)	\$ 118,796
Other Professional Services (Permitting, Site Survey, Travel, etc.)	\$ 72,500
Owners Direct Cost (OPM, FF&E, CoW, Testing, etc.)	<u>\$ 450,000</u>
Total Anticipated Cost	\$7,691,629

Mr. Cunningham noted the number one issue seems to be the size of the building. Mr. Cunningham stated that the Board needs to work at getting answers to people's questions. Mr. Petropoulos noted that a booth will be set up at GrotonFest. Mr. Haddad will continue to update the Board.

7. Mr. Haddad stated that Gibbet Hill has requested a One Day Beer and Wine Liquor License and asked the Board for approval.

Mr. Cunningham moved to approve the One Day Beer and Wine License to Gibbet Hill for September 14th from 4pm-7pm. Mr. Degen seconded the motion. Motion unanimously carried.

LIAISON REPORTS

Mr. Petropoulos noted that he as well as Mr. Schulman have been holding office hours that he has found very valuable.

MINUTES

Mr. Cunningham moved to approve the regular meeting minutes of August 20, 2012, as amended. Mr. Degen seconded the motion. Motion unanimously carried. [Document 4: Draft Meeting Minutes 8-20-12]

ADJOURNMENT

Mr. Cunningham moved to adjourn at 9:44pm. Ms. Eliot seconded the motion. Meeting adjourned

Approved: _____
John G. Petropoulos, Clerk

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

Date Approved: 10-1-12