

**BOARD OF SELECTMEN
MINUTES NOVEMBER 5, 2012
APPROVED**

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

Absent: Joshua A. Degen

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

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

Mr. Black reviewed the upcoming Veteran's Day events on Saturday, November 11th. Mr. Black also presented two scouts to the Board and described their Eagle Scout projects.

TOWN MANAGER'S REPORT

1. Mr. Haddad gave an update the Board on the recent Hurricane Sandy efforts. Mr. Haddad thanked all the public safety departments for their hard work during and after the storm.
2. Mr. Haddad asked the Board to approve a one day liquor license that was received on Friday.
Mr. Cunningham moved to approve a One Day All Alcohol License for a Wedding Reception at Lawrence Academy on November 24, 2012 from 4pm-10pm; Contingent on insurance and payment. Ms. Eliot seconded the motion. Motion unanimously carried.

PUBLIC HEARING ON LIQUOR LICENSE REQUEST- MASA, INC. D/B/A IXTAPA MEXICAN RESTAURANT & GRIL [Document 1-Liquor License Application]

Mr. Haddad read the legal notice into the record. Attorney Felicchi representing Masa Inc. gave a brief background on other businesses owned in the area. Attorney Felicchi stated that he planned on having the liquor license be effective 1/1/13 and would pay the full year fee starting on that date.

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

Mr. Cunningham moved to approve the All Alcohol Common Victualler Liquor License to Masa, Inc. d/b/a Ixtapa, 765 Boston Road, Groton hours of operation 11am -1am Friday through Saturday. Contingent on Building Commissioner and Fire Chief sign off. Mr. Petropoulos seconded the motion. Motion unanimously carried.

TOWN MANAGER'S REPORT CONTINUED

3. Mr. Haddad stated that it was time to begin developing the Town Manager's FY 2014 Proposed Town Operating Budget. Mr. Haddad noted that he would be meeting with Department Heads on Thursday, November 8th to start the budget process. Instructions and budget forms will be distributed to all Departments, Boards, Committees and Commissions. [Document 2-Memo from TM to Department Heads] Mr. Haddad noted that the Town was in good shape and his goal was to keep the excess levy capacity for FY14 at ½ million. The School Department will be meeting on 11/15 to discuss their budget and Mr. Haddad hoped some selectmen could attend that meeting. Mr. Petropoulos asked about salaries increasing and if it would increase the budget more than 2 ½ %. Mr. Haddad explained briefly some of the budget process and noted some salary lines will go down, ie. the Town Accountant line due to a retirement.
4. Mr. Haddad stated that at the last meeting the Board met with Jon Strauss of the Park Commission to discuss the possibility of utilizing Town owned land near the Transfer Station for construction of additional recreation fields. The Board asked for an opinion from Town Counsel on what process needed to be followed to transfer land from the care and custody of the Board of Selectmen to the Park Commission. The Police Chief has informed Mr. Haddad that he will be meeting with the Park Commission Chairman Don Black sometime next week to walk the land and determine what can be done there. Mr. Strauss stated that he spoke to Mr. Black and is awaiting word from the Police Chief. Mr. Haddad stated that Town Counsel informed him that a land transfer needs to have a Town Meeting vote. Mr. Strauss stated that he was looking into a Park Grant. Mr. Haddad stated that he would keep the Board informed on progress.
5. Mr. Haddad stated that at the last meeting the Board met with the Town Moderator Jason Kauppi to discuss whether or not to appoint a Committee to study Town Meeting and determine what changes, if any, should be

made to Town Meeting. The Board and the Moderator discussed who should appoint this Committee and whether or not there was significant interest in forming such as Committee. Town Counsel has stated that the Committee should be appointed by the Board of Selectmen. The Moderator does not have statutory authority to form such a committee or make any appointments. If doing so an article needs to be submitted to Town Meeting to provide the Moderator this authority. A charge will need to be drafted, and as of this meeting four interest forms have been received. Mr. Haddad stated that he will draft a charge and bring it back to the Board. Mr. Petropoulos suggested the members of the committee draft the charge. Mr. Cunningham noted it was customary that the Town Manager draft the charge and bring it to the Selectmen for review and edits. Mr. Haddad stated that the Moderator and Town Clerk would be advisory members of the committee. Ms. Sartini asked about time commitment of members. Mr. Petropoulos noted that this committee could be flexible. Mr. Haddad suggested sending the draft charge to the four people that were interested in serving on the committee, asking for feedback.

6. Mr. Haddad stated that there are two vacancies on the Economic Development Committee. The committee is recommending that Steve Webber and Pamela Jarboe be appointed to fill these vacancies.

Mr. Cunningham moved to appoint Steven Webber and Pamela Jarboe to the Economic Development Committee, term to expire 6/30/15. Mr. Petropoulos seconded the motion. Motion unanimously carried.

OTHER BUSINESS- RENEWAL OF TOWN MANAGER'S EMPLOYMENT CONTRACT.

Mr. Schulman stated that an agreement is very close and will have a vote by the next selectmen's meeting on November 19th.

LIAISON REPORTS

Mr. Cunningham announced the Fuel Assistance Program in Town and asked residents to contact the Senior Center for more information. Mr. Cunningham noted that the next Wetland Advisory Committee is scheduled for 11/20 at 7pm. Ms. Eliot noted that she attended the recent Planning Board meeting.

FOLLOW-UP TOWM MEETING

Mr. Haddad stated that an RFP has been drafted for the Aquatic Control of the Weeds on Lost Lake. The Goal is to bring it to the Spring Town Meeting. Mr. Haddad reported that the Conservation Commission has written an Order of Conditions. Mr. Haddad stated that he was reviewing the Order of Conditions.

Mr. Haddad stated that FST was the awarded company for Fitch's Bridge. The Greenway Committee would work with the Board Liaison and the engineers. A kick off meeting is being scheduled.

Mr. Petropoulos asked about updates on DEP and Lost Lake Sewer. Mr. Haddad stated that he is still waiting to hear back and would update the Board when he knew more.

MINUTES


Ms. Eliot moved to approve the Special Meeting of October 15, 2012 meeting minutes (Prior to Town meeting).

Mr. Cunningham seconded the motion. Motion unanimously carried.

Ms. Eliot moved to approve the regularly scheduled meeting minutes of October 22, 2012. Mr. Petropoulos seconded the motion. Motion unanimously carried.

ADJOURNMENT

Mr. Cunningham moved to adjourn the meeting at 7:55 p.m. Mr. Petropoulos seconded the motion. Meeting adjourned.

Approved: 
John G. Petropoulos, Clerk

respectfully *submitted*,
Patrice Garvin, Executive Assistant

Date Approved: 11-19-12