

**BOARD OF SELECTMEN
MINUTES JULY 1, 2013
APPROVED**

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

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

Mr. Cunningham called the meeting to order at 7:00p.m.

Mr. Cunningham made a few announcements regarding July 8th fireworks, Farmers Market, Fitch's Bridge the new Parking lot and Park Commission applicants.

TOWN MANAGER'S REPORT

1. Mr. Haddad stated that he has concluded the search for the Assistant Treasurer/Collector In-Training. The job was posted internally for five days. The closing for applications was Monday, June 17th. It was publicized to all employees and spoke about it at length with all department heads at our staff meeting last month. We received one application from Hannah Moller. As you are aware, Hannah currently works as our Payroll Coordinator/Assistant to the Treasurer. She has been employed with the Town for the last year and has been an exemplary employee. Mr. Haddad enclosed a copy of her application with this email for your review. Hannah will be a fine candidate for this training program and will be a real asset to the Town as the Assistant Treasurer/Collector when Joan retires next April. Her efforts and willingness to take on new duties during the recent transition in this department has proved her abilities. With the proper training, it is my opinion that Hannah will excel in this new role. Joan has finalized the actual training program that will include the schedule, as well as milestones. Mr. Hartnett, Town Treasurer appreciated the training philosophy of the Town and fully supported the appointment. Mr. Schulman stated that he was very impressed with Ms. Moller's abilities and that she was an asset to the Town.

Mr. Degen moved to ratify the Town Manager's appointment of Hannah Moller as the Town Assistant Treasurer/Collector in Training. Mr. Petropoulos seconded the motion. Motion carried.

Mr. Cunningham addressed the recent question regarding the Lock Box in Reading. Mr. Harnett explained why the Town has utilized the lock box. Mr. Hartnett stated that GELD has been using the service for over two years.

2. Mr. Haddad has reached out to the individual that had expressed an interest in bidding on the Prescott School to create a hotel/restaurant. Mr. Dan Mahoney of Hay Creek Hotels had inquired about the building, but in the end did not submit a bid because of the size of the building. Mr. Haddad had an in-depth conversation with him and he explained that it wasn't the size of the building alone that kept his company from submitting a proposal; it was also the lack of significant commercial businesses in the area. While the two private schools were a plus, he did not feel the local business market could provide the type of occupancy he would need to make it a viable project. In addition, he suggested that the Town contact Ms. Rachel Roginsky, of the Pinnacle Advisory Group in Boston. Pinnacle is a consultant to hotels/motels/restaurants. Her company provides market analysis to companies looking to enter the hotel market in a particular area. Mr. Haddad then had a lengthy conversation with her and she told me pretty much the same thing that Mr. Mahoney said. Groton does not have the business base needed to fill the hotel during non-peak times (Monday-Thursday from October to April). While the private schools offer some use, it is not enough to sustain the investment. She does not believe a hotel/restaurant is viable for the Prescott School.

Mr. Platt, Chairman of the Prescott Reuse Committee stated that he has spoken to residents and other members of the committee and agreed that the RFP should be put out and not limited to hospitality. Mr. Platt has also asked the Schools to look into their space needs. Mr. Cunningham noted the study done prior that indicated hospitality was the way to go. Mr. Degen also noted the possibility of housing and how this was discussed and could be revisited. Mr. Degen suggested a joint meeting with the Prescott Reuse and Board of

Selectmen. MS. Eliot pointed out for many businesses in Town wanting to be on Main Street and that there is value in the building. Mr. Platt stated that the reuse committee is in favor of Economic Development in the building. Mr. Platt stated that the survey that went out was not mandatory but advisory. Mr. Haddad stated that he would work on a draft and present it to the reuse committee for review. Ms. Hargraves noted the interest for the building to have community use. Ms. Eliot stated that the town needed to decide how much they were willing to participate.

3. The following individuals have expressed an interest in serving on the Local Cultural Council and have been recommended for appointment by the Chair of the Council: These are all six year terms to expire on June 30, 2019

Mr. Degen moved to appoint the following to the Local Cultural Council:

Monica Hinojos Mary Jennings Dina Mordeno Ann Wilson

Mr. Petropoulos seconded the motion. Motion unanimously carried.

Mr. Degen moved to appoint Susan Schulman to the Local Cultural Council. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining.

4. As directed by the Board, Michelle Collette, Bruce Easom and Kevin Kelly have drafted a charge for the proposed Green Communities Act Research Committee. **[Document 1-Charge of Green Communities]**
5. Selectman Cunningham had previously asked me to forward to the Board information from the Department of Revenue Division of Local Services relative to their ability to conduct a Financial Management Review. **[Document 2- Copy of Letter]** They had done this review for the Town in 2004, which ultimately led to the adoption of the Charter. Since we have been operating under this Charter for five years, Selectman Cunningham believes it would be a good idea to have them conduct another review to see how the Town is doing under this new form of Governance. In order for the DOR to perform this review, they need a vote from the Board making such a request. Mr. Haddad called to the Board's attention that we just received a thorough review of our financial management practices from Standard and Poor's in which they deemed our finances strong and well managed, which led to a bond rating increase. Mr. Cunningham stated that there is no fee for this review. Ms. Eliot asked if the schools were part of the review. Mr. Haddad replied that the school are separate.
Mr. Degen moved to request that the Division of Local Services to a formal review of the Town. Ms. Eliot seconded the motion. Motion unanimously carried.
6. Mr. Haddad proposed that the Board schedule a working session for next Monday, July 8th at 5:00 p.m. at Legion Hall for this purpose. **[Document 3-2012 BOS Goals and Objectives]**
7. Mr. Haddad requested that Jennifer Goldstein be appointed as a Lifeguard at the Pool and Golf Center.
Mr. Schulman moved to ratify Jennifer Goldstein as a Lifeguard at the Pool and Golf Center. Ms. Eliot seconded the motion. Motion unanimously carried.
8. Mr. Haddad stated that Fall Town Meeting is normally held on the third Monday of October, unless the Selectmen choose a different date in the months of September, October or November. **[Document 4- Schedule of Fall Town Meeting]** Mr. Haddad proposed that the Selectmen call for the Meeting to be held on Monday, October 21, 2013. However, the Board may want to consider calling for the meeting to be held on Saturday, October 19th to maybe bolster attendance. Mr. Haddad asked the Board to open the Warrant at Monday's meeting.
9. Mr. Haddad stated that the July 4th Holiday falls on a Thursday this year. Friday is a five hour work day. Similar to Thanksgiving, I am going to close Town Hall on Friday. All employees will be required to take either personal or vacation time.

POLICE CHIEF DONALD PALMA-PUBLIC WORKS DIRECTOR TOM DELANEY-DISCUSS AND DECIDE HOW TO ALLOCATE PARKING ON MAIN STREET

Mr. Haddad stated that notices were hand delivered to businesses on Main Street. Mr. Delaney noted that this was a controversial subject around crosswalks on Main Street and that the state regulations state 20feetparking from crosswalk. Mr. Delaney stated that that in front of Town Hall alone 7 parking spaces would be lost. Mr. Delaney stated that these were the national standards and they were the same everywhere. Mr. Schulman asked if the Town was currently in violation of something. Chief Palma stated that no lines on the street make it harder to enforce the standards. Mr. Schulman asked about parking at Prescott. Mr. Delaney stated that once the Town owns the school that may be possible. Mr. Delaney stated that Lawrence Academy was going to install new crosswalk signs to see how they will work. Mr. Webber suggested bump outs. Mr. Robertson was against more spots being taken. This is a safety issue and something needed to be done maybe for a trial basis. Mr. Degen agreed that it was a safety issue and would like to see what Lawrence Academy installs. Mr. Degen also was curious what the impact will be once 134 Main Street is open. Ms. Collette commented on accessibility and visibility issues around crosswalks. Chief Palma stated that the biggest complaint is traffic. Mr. Petropoulos stated that painting spaces would make things more efficient. The Planning Board recently conducted a Complete Streets. Mr. burke stated that that Complete Streets was looked at to accommodate all modes of traffic in the center. Mr. Baringer stated that there was a subcommittee of the Planning Board regarding Parking. Mr. Cunningham stated ways to address safety issues such as bump outs. Mr. Delaney wanted a consistent plan moving forward and not to piece meal. Mr. Robertson stated that traffic is going to fast through the center. Chief Palma stated that there was no rush to put a plan in place. Mr. Baringer wanted to see the inventory of spaces before they recommend changes. The Board decided to look at plans for the Station Ave. overlay district and to initiate a plan for the Main Street Station Ave intersection. The decided Board would look at the rest of Main Street.

OTHER BUSINESS

Mr. Degen referred to the memo from the Town Manager regarding Executive Session minutes that can be released.

Mr. Degen stated no litigation nor personnel related Executive Session minutes should be released. [Document 5- Memo from Town manager on ES Minutes to Release]

Mr. Degen moved to release the following Executive Session Minutes: January 23, 2013, February 13, 2013, February 27 2013 and April 8, 2013 Mr. Schulman seconded the motion. Motion carried.

Mr. Petropoulos stated that all Executive Session minutes that have been resolved should be released and thought it useful to seek the opinion of the Attorney General's office. Mr. Petropoulos stated that these should include Personnel matters. Mr. Cunningham stated that the Board can seek an opinion.

MINUTES

Mr. Degen moved to approve the regular session minutes of June 3, 2013. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining. [Document 6-Draft Minutes 6-3-13]

Mr. Degen moved to approve the regular session minutes of June 10, 2013, as amended. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining. [Document 6-Draft Minutes 6-10-13]

ADJOURNMENT

Mr. Degen moved to adjourn at 8:35pm. Meeting adjourned.

Approved: _____
Anna Eliot, Clerk

_____ respectfully submitted,
Patrice Garvin, Executive Assistant

Date Approved: 7/15/13