

**BOARD OF SELECTMEN  
MINUTES AUGUST 12, 2013  
APPROVED**

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

**Absent:** John G. Petropoulos

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

Mr. Cunningham called the meeting to order at 6:10p.m.

**INTERVIEW CANDIDATES AND MAKE APPOINTMENT TO FILL VACANCY ON LOST LAKE SEWER COMMITTEE** [Document 1-Committee Interest Forms Rosa & Garger]

Mike Rosa, a selectman from the Town of Billerica has a firm grasp of municipal government. Mr. Rosa's family has owned a cottage on the lake since his early teens. He is interested in preserving the lake for the future. Mr. Rosa sees the lake as a natural resource for the community. Mr. Degen asked how Mr. Rosa would strike a balance with residents of the entire community and those who lived on the lake. Mr. Rosa stated that as property improves on the lake it will benefit the entire community. Mr. Schulman addressed the concern that not everyone on the lake can afford betterments. Mr. Rosa said he would look at all of the numbers. Ms. Eliot focused on the need to educate those in the lake area. Mr. Rosa stated that he owns a business in Billerica. Ms. Hogan was concerned with a potential conflict of interest with the Board of health and Mr. Rosa's father applying for a septic system. Ms. Hogan also mentioned that the committee met regularly. Mr. Rosa stated that he could be available

Mr. Cunningham stated that the other candidate, Mr. Erich Garger was not present and asked for a motion to appoint. *Mr. Degen moved to appoint Mike Rosa to the Lost Lake Sewer Advisory Committee for a term to expire June 30, 2014. Mr. Schulman seconded the motion. Motion unanimously carried.*

**REVIEW GELD PERMITTING POST MORTEM REPORT WITH LIGHT COMMISSION, PLANNING BOARD AND CONSERVATION COMMISSION** [Document 2-Post Mortem]

Mr. Haddad gave background on the creation of the Post Mortem Report of the GELD Building Permitting Process. Mr. Haddad stated that a detailed review of all the information was concluded along with Mr. Kelly, Ms. Ganem and Ms. Collette. Mr. Haddad stated that the report has concrete conclusions to try and improve permitting and some are already in place, i.e FOI process. Mr. Cunningham stated that the report helps identify issues and allows everyone to move forward and learn from what happened. Mr. Haddad reviewed the conclusions of the report.

1. Better Communication through the permitting process.
2. A Bylaw Review
3. Better communication of expectations
4. Flexibility
5. Coordinating Permitting throughout LandUse

Mr. Schulman thought the report was well done and asks how the permitting process could be better. Ms. Eliot agreed and stated that there was enough blame to go around. Mr. Degen stated that the report showed everyone taking ownership. Mr. Collins, representing GELD stated that GELD appreciated the effort and attention and was happy with the report and wanted to move forward. Ms. Collette explained the process of permit goes through in Land Use as well as bi-weekly meetings. Mr. Morrison, Conservation Commission Chairman stated that communication was the key issue. Mr. Cunningham thanked everyone for their time and effort.

## **TOWN MANAGER'S REPORT**

1. Mr. Haddad stated that Peter DeFranco of the Finance Committee has resigned and that there are now two vacancies on the Finance Committee. Mr. Cunningham acknowledged Mr. DeFranco's years of service.
2. Mr. Haddad stated that the Town has recently applied for a Parkland Acquisitions and Renovations for Communities grant (PARC). As in the past Mr. Haddad has signed all grants applications it has applied for. Mr. Haddad requested that the Board take a formal vote allowing the Town Manager to sign all grant applications on behalf of the Town.

*Mr. Schulman moved to authorize the Town Manager to sign grant applications on behalf of the Town. Ms. Eliot seconded the motion. Motion unanimously carried.*

3. Mr. Haddad requested permission from the Board of Selectmen to take a vacation from August 13, 2013 through August 19, 2013. Mr. Haddad, as done in the past, will be appointing Michael Bouchard as Acting Town Manager during the absence.

*Mr. Degen moved to have Michael Bouchard be the Acting Town Manager while the Town Manager is on vacation. Mr. Schulman seconded the motion. Motion unanimously carried.*

4. Mr. Haddad stated that during the annual goals setting meeting it was discussed that along with Andrew David and John Giger a charge was being drafted for a new Committee to re-open Sargisson Beach. [Document 3-Draft Charge] Mr. Degen stated that the group was working off of the Williams barn charge and to hand over the beach to the committee to run. Mr. Degen thought there would be some utilization from the Pool and Golf Center and that grants could also be sought. Mr. Davis stated that there is erosion at the beach and that the committee would need a line for financing improvements. Mr. Davis stated that he was looking for feedback from other Town Committees. Mr. Haddad stated that there could be possible CPC funding. Mr. Cunningham asked Mr. Davis if he has spoken to the Conservation Commission. Mr. Davis replied that the Conservation Commission needed to review the charge. Mr. Haddad stated that the charge will come back to the selectmen once more boards in Town have had a chance to review it.
5. Mr. Haddad requested that the Board ratify his appointment of Warren Shattuck as a Truck Driver/Laborer in the Highway Department. The vacancy was created by the retirement of Robert Hall. Mr. Shattuck will be paid \$22 per hour pursuant to Grade 3 of the Agreement between the Town and SEIU, Local 888.

*Mr. Schulman moved to ratify the Town Manager's appointment of Warren Shattuck as a Truck Driver/Laborer. Ms. Eliot seconded the motion. Motion unanimously carried.*

6. Mr. Haddad stated that Paul Funch has proposed a charge to create a Trails Vision Committee. . [Document 4-Draft Charge] The request for this Committee comes from the Montachusett Regional Trails Coalition to all its member Towns to develop trails visions. These visions will be incorporated into a regional vision and implementation plan. This could lead to state funding for trail projects. Mr. Funch stated that the vision goes beyond trails and will improve the quality of life in Groton. Mr. Cunningham asked if participation meant the state looking for mandates that they won't fund. Mr. Funch stated there would be no burden on the Town. Mr. Schulman asked why the Trails Committee Charge couldn't be expanded. Mr. Funch stated that it was an ad hoc committee with a finite purpose and timeline. A report would be concluded by December 2013. Mr. Funch stated that he also needed to have the charge reviewed by other boards in Town. Mr. Degen wanted Mr. Funch to be mindful of private land owner's rights regarding this charge. Mr. Haddad stated that once this charge is reviewed by other committees it would return to the selectmen for adoption.

## **JOINT SESSION WITH HOUSING AUTHORITY TO INTERVIEW KATHARYN DAWSON TO FILL VACANCY ON HOUSING AUTHORITY**

Brooks Lyman, Chairman of the Housing Authority recommended Katharyn Dawson be appointed to the Housing Authority. Mr. Haddad stated that this appointment would run until the next Local Election and then that elected

person will fill the term until 2017. This vacancy was created when Alicia Hersey moved from Town. Ms. Herseys efforts will be missed.

*Mr. Cunningham asked for nominations. Mr. Degen nominated Katharyn Dawson to fill the position until 2014 Local Election. Unanimous.*

#### **TOWN MANAGER'S REPORT CONTINUED**

7. Mr. Haddad reported that the Goals and Objectives have been updated and asked for a vote of adoption.  
[Document 5- Goals & Objectives]  
*Mr. Degen moved to adopt the Goals and Objectives for the Board of Selectmen dated 7/29/2013 for FY2014. Ms. Eliot seconded the motion. Motion unanimously carried.*
8. Mr. Haddad asked the board to approve a One-Day Liquor License for Gibbet Hill at the castle.  
*Mr. Degen moved to approve a One-Day Beer and Wine License for Gibbet Hill at the Castle for August, 25, 2013 from 3:45pm through 7pm. Ms. Eliot seconded the motion. Motion unanimously carried.*
9. Mr. Haddad reminded the Board that the Groton Golf Association will be holding their 13<sup>th</sup> Annual Course Improvement Fund Raiser at the Groton Pool and Golf Center on August 24<sup>th</sup>. It is \$75 per person.

#### **LIAISON REPORTS**

Mr. Degen reported that a joint meeting to discuss recreation in a regional setting. Mr. Degen thought a letter should go out to surrounding towns inviting them to a meeting. Mr. Cunningham stated that the Division of Local Services would be out sometime in January.

#### **MINUTES**

*Mr. Degen moved to approve the regularly scheduled minutes of July 15, 2013. Ms. Eliot seconded the motion. Motion carried, Mr. Degen abstaining.* [Document 6- Draft Minutes 7-15-13]

#### **ADJOURNMENT**

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

Approved: \_\_\_\_\_  
Anna Eliot, Clerk

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respectfully submitted,  
Patrice Garvin, Executive Assistant

Date Approved: 8-26-13