

**BOARD OF SELECTMEN  
MINUTES SEPTEMBER 16, 2013  
APPROVED**

**Present:** Peter S. Cunningham, Chairman; Anna Eliot, Clerk; John G. Petropoulos  
**On Phone:** Stuart M. Schulman  
**Absent:** Joshua A. Degen, Vice Chairman  
**Also Present:** Mark W. Haddad, Town Manager; Patrice Garvin, Executive Assistant

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

**TOWN MANAGER'S REPORT**

1. Mr. Haddad stated that Paul Funch was requesting the Board approve the Trails Vision Committee and the people interested in serving.  
Conservation Commission: Nadia Madden (alternate Marsh Giguere)  
Parks Commission and Community Preservation Committee : Gineane Haberlin  
Planning Board: Russell Burke  
Commission on Accessibility: Alan Taylor (alternate Anna Vera)  
Sustainability Commission (and formerly with the Historical Commission): Michael Roberts (also currently active with the Groton Historical Society)  
*Ms. Eliot moved to approve the charge and names to expire 6/30/14. Mr. Petropoulos seconded the motion. Motion carried-Roll Call Cunningham-aye, Eliot-aye, Petropoulos-aye, Schulman-aye*
2. Mr. Haddad stated that as was previously reported Peter DiFranco was going to resign from the Finance Committee due to work commitments. Things have changed for him and he has decided to stay on the Finance Committee. Therefore there was only one vacancy on the Finance Committee to fill the position held by Mike Flynn for many years. The Town has received one applicant for the vacancy. David Manugian of 7 Shepley Street is interested in the vacancy. He was interviewed by the Finance Committee this past week and the Finance Committee is recommending he be appointed. Ms. Eliot thanked Mr. Flynn for his years of service.  
*Mr. Petropoulos moved to appoint David Manugian to the Finance Committee for a term to expire 6/30/16. Ms. Eliot seconded the motion. Motion carried Roll Call Cunningham-aye, Eliot-aye, Petropoulos-aye, Schulman-aye*
3. Mr. Haddad requested that the Board ratify the following:  
Dawn Dunbar-Executive Assistant to the Town Manager/Parking Clerk (Effective October 7, 2013).  
Michelle Collette-Insurance Advisory Committee (representing Supervisors Union)  
Michael Hartnett-Alternate Representative to Minuteman Nashoba Health Group  
  
*Ms. Eliot moved to ratify the Town Manager's appointment of Dawn Dunbar as Executive Assistant to the Town Manager/Parking Clerk (effective 10/7/13) Mr. Petropoulos seconded the motion. Motion carried. Roll Call Cunningham-aye, Eliot-aye, Petropoulos-aye, Schulman-aye*  
  
*Mr. Petropoulos moved to ratify the Town Manager's appointment of Michelle Collette as the IAC Representing Supervisors Union. Ms. Eliot seconded the motion. Motion carried. Roll Call Cunningham-aye, Eliot-aye, Petropoulos-aye, Schulman-aye*  
  
*Ms. Eliot moved to ratify the Town Manager's appointment of Mike Harnett as the Alternate Representative to Minuteman Nashoba Health Group. Mr. Petropoulos seconded the motion. Motion carried. Roll Call Cunningham-aye, Eliot-aye, Petropoulos-aye, Schulman-aye*

4. Mr. Haddad requested that the Board approve the First Parish Church request for a one-day wine and beer license for Saturday, October 5, 2013 from 7pm to 10pm for a program entitled "An Evening of Storytelling for Grown-ups" All insurance certificates have been submitted and the fee has been paid.

*Ms. Eliot moved to accept the one day wine and beer license, as presented by the Town Manager. Mr. Petropoulos seconded the motion. Motion carried. Roll Call Cunningham-aye, Eliot-aye, Petropoulos-aye, Schulman-aye*

5. Mr. Haddad stated that he was pleased to report that the Fitch's Bridge Project was extremely successful and was completed ahead of schedule and under budget. Fay, Spofford and Thorndike was our Engineer on the project and ET&L Corporation was the Contractor. Both of these companies performed exemplary and quality work. As a matter of fact there were only two change orders for the entire project. The first change order was for extra grout that was needed to stabilize the abutments and the second change order was for the purchase of granite blocks to prevent snow mobiles from crossing the bridge. The Town is extremely fortunate to have had such outstanding contractors perform this work for the Town through the competitive bidding process. The following is a breakdown of the budget:

<u>Category</u>	<u>Appropriation</u>	<u>Source</u>	<u>Expended</u>	<u>Balance</u>
Engineering	\$95,000	Stabilization Fund	\$95,000	\$0
Demolition	\$160,000	Stabilization Fund	\$122,547	\$37,453
Bridge Const.	\$193,782	CPA – Unallocated	\$193,782	\$0
Abutments	<u>\$31,627</u>	CPA – Historic	<u>\$31,627</u>	<u>\$0</u>
TOTAL	\$480,409		\$442,956	\$37,453

#### **LIAISON REPORTS**

Mr. Petropoulos gave an update on the Lost Lake Sewer Committee. Mr. Cunningham updated the Board of the Town Meeting Review Study Committee and the Squannacook River Rail Trail. Ms. Eliot asked about the Hazel Grove RFP. Mr. Haddad stated that one response came is to manage the facility. Mr. Haddad gave an update on the Center Fire Station.

#### **PUBLIC HEARING TO REVIEW THE OCTOBER 21, 2013 FALL TOWN MEETING WARRANT IN JOINT SESSION WITH THE FINANCE COMMITTEE**

Mr. Haddad stated that he has updated his Expenditure Memo for Article two, changes are in bleu. [Document 1-Memo from TM] [Document 2-Draft Town Meeting Warrant] Mr. Haddad began by reviewing the Draft of the Fall Town Meeting Warrant.

Article 1- Mr. Haddad explained that there were three prior year bills. Mr. Haddad updated the Board on Free Cash stating that it was not certified but could be \$1.2 million.

Article 2- This is the budget amendments for FY14. Mr. Haddad explained that the Police line amount was \$120k but has been reduced to \$80k. There is currently a review of the payrolls being conducted to see what has been spent. This will give Mr. Haddad a better idea moving forward what to budget for police. Mr. Haddad added that a 15 hour a week position is being added to the Police budget to help track expenses. Mr. Haddad stated that he was meeting with the union to discuss posting of this position.

Mr. Haddad stated that Council on Aging is requesting more money for programs. The Town Clerk is also seeking an increase in wages. This increase is to address a 19 hour position becoming a 20 hour benefited position. MR. Petropoulos stated that this increase exposed the Town to a benefit package. Mr. Bouchard did not dispute the numbers but he added that having two part time people in the Clerks office helped with flexibility during elections

and Town meeting. Mr. Bouchard added that it was an issue of fairness that there are two people with identical jobs and one is benefited and the other is not. Mr. Bouchard wanted Town Meeting to weigh in on this issue. Mr. Petropoulos stated that the Town would be increasing the cost and not benefiting the tax payer and that it was unfair to the individuals to bring this to Town Meeting. Mr. Haddad explained how the motions for the article would be broken out. Mr. Haddad added that sometimes its not about the dollars and cents but fairness and morale. Mr. Prager suggested then making them both 19 hour positions with no benefits to make it fair. Mr. Prager added that the Clerks office was running well and so no reason to change. Mr. Haddad stated that the tax payers could decide.

Mr. Gerath, Library Trustee addressed the Board regarding his need to increase a 19 hour position to a 20 hour position for the young adult librarian and to also increase her grade from a 7 to an 8. Mr. Gerath stated that there has been great success in this position and he wanted to invest in it. Mr. Gerath was looking to increase this position even more in the future. Mr. Prager was in support of the increase from 19 hours to 20 hours because it gave more services. Mr. Petropoulos was also in favor of this increase in one hour and grade. Ms. Eliot stated the Town can never hire a 19 hour employee again and was dismayed at the support for the Library and the thrashing of the Clerk when they were asking for the same exact thing.

Article 3- Placed money into the Capital Stabilization Fund. \$300k

Article 4- Placed money in the Stabilization Fund. \$380k

Article 6- Mr. Haddad would have an exact number on the police cruisers before Town meeting.

Article 7- This is the Park Commission request for \$50k for improvements to fields. Mr. Haddad stated that a bigger investment may be made for FY15. Ms. Eliot noted the countless volunteers in town and their contribution to keeping costs down. Mr. Prager asked for an estimate of what the Parks thought it would be to maintain the fields.

Article 8-Mr. Haddad explained that this was a three year deal that would come off of the FY15 Cherry sheet totaling \$74k per year.

Article 9-10-11- Mr. Haddad stated that he appointed a committee to look into fire protection at lost lake. The committee looked at cisterns, dry hydrants and design solutions improving fire protection. The article for the warrant deals with design not construction. Mr. Haddad stated the estimated total for construction was \$1.2 million. Three solutions are being drawn to meet the needs of the area. Mr. Prager asked why a water main was not being looked into for Lost Lake. Mr. Haddad stated that cost was one factor but the other was the goal of the committee and what they were asked to review. Mr. Petropoulos asked if these solutions were in place if it would have helped the Lost Lake Boat House Fire. Chief Joe stated that it would not have helped. Mr. Haddad stated that the Boat House fire just brought the issue to the forefront. Mr. Haddad added that this was the most congested are in Town and why it was chosen for review. Mr. Green asked that the entire Town be looked at for fire protection.

Article 12-The Planning Board will be holding a Public Hearing on 9/17

Article 12-14-15-16-Dealing with Squannacook Hall. The Planning Board is holding a public hearing on 9/26 to discuss.

Article 17-18- Ms. Collette explained the zoning amendments for the articles. The Planning Board voted to recommend these articles. Mr. Schulman felt there was a need to clarify what the Planning Board was asking for in the articles.

Article 21- Comments are needed from the HDC.

Article 22-23- These are for spite strips and more information was needed.

Article 5-To offset the tax rate.

## **MINUTES**

*Ms. Eliot moved to approve the Executive Session minutes of August 26, 2013, Part 1 and not release. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining. Roll Call- Eliot-aye, Petropoulos-aye; Cunningham-aye. [Document 3- Draft ES Minutes 8-26-13 Part 1]*

*Ms. Eliot moved to approve the Executive Session minutes of August 26, 2013, Part 2 and not release. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining. Roll Call- Eliot-aye, Petropoulos-aye; Cunningham-aye.* [Document 3- Draft ES Minutes 8-26-13 Part 2]

*Ms. Eliot moved to approve the Executive Session minutes of August 26, 2013, Part 3 and release. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining. Roll Call- Eliot-aye, Petropoulos-aye; Cunningham-aye.* [Document 3- Draft ES Minutes 8-26-13 Part 3]

## **ADJOURNMENT**

*Mr. Schulman moved to adjourn at 8:52pm. Meeting adjourned.*

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

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respectfully submitted,  
Patrice Garvin, Executive Assistant

Date Approved: 9/30/13