

**BOARD OF SELECTMEN  
MINUTES SEPTEMBER 23, 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.

**TOWN MANAGER'S REPORT**

1. Mr. Haddad requested that the Board schedule an Executive Session Meeting to ratify the two Union contracts.
2. Mr. Haddad stated that the Scholarship Committee is recommending that the Board of Selectmen appoint Brian LeBlanc to the committee to fill its vacancy.  
*Mr. Degen moved to appoint Brian LeBlanc to the Scholarship Committee for a term to expire June 30, 2016. Mr. Schulman seconded the motion. Motion unanimously carried.*
3. Mr. Haddad reported to the Board that at last week's meeting, the Historic Districts Commission was proposing to amend the Historic District Bylaw at the Fall Town Meeting. The Commission is looking to update the Bylaw to reflect the multiple Historic Districts, align their duties with Chapter 40C of the General Laws and to clarify their duties and responsibilities. [Document 1: HDC Bylaw redlined] Mr. Cunningham requested that the Commission come to the October 7<sup>th</sup> Board Meeting to discuss changes. The HDC is holding public hearing on October 1<sup>st</sup>.
4. Mr. Haddad stated in an effort to provide as much information to the Town Meeting ahead of the Town Meeting as possible, he would like to include in the Warrant a "Report from the Town Manager" that discusses the several articles requiring funding. This report will provide a brief explanation of each request, where the funding will come from, and whether or not the request impacts the tax rate. [Document 2: Draft TM Report] Mr. Cunningham liked the idea of getting people more information ahead of time. Mr. Petropoulos wanted a list of the annual expense, so people know what the annual increase would be. Mr. Haddad was hesitant to put estimates of line items until he puts the FY15 budget together. Mr. Cunningham agreed that the annual expense is unknown and not an exact number. Mr. Petropoulos again asked that the annual expense be placed in the warrant. Mr. Haddad reiterated that he needed to put the FY15 budget together and was hesitant to put a number in that might change. Mr. Degen looked to the proposed \$881.00 in additional expense for the extra hour in the Clerk's office, and added that it was not the complete picture and that the benefit impact needed to be added. Mr. Haddad stated that the benefit impact was in the newer version of the warrant.
5. Mr. Haddad proposed article assignments for the selectmen. Mr. Cunningham pointed to the reading of motions and that sponsors of those motions should read the motion into the record. Mr. Degen wanted to see the final report of the Town Meeting Review Study Committee prior to enacting changes at Town meeting. Mr. Cunningham stated that some suggestions are already being incorporated. Mr. Cunningham noted that change to get more information out to voters prior to Town Meeting. As to article assignments, Mr. Petropoulos stated that he could not support Article 20, the personal bylaw and asked to swap with another Board member. Mr. Haddad stated that he would bring the assignments back to Board after discussing offline with other sponsors of articles.

**DISCUSISON-PLANNING BOARD AND HISTORIC DISTRICTS COMMISSION COLLABORATION FOR ARCHITECTURAL DESIGN REVIEW**

John Giger, Chairman of Planning Board gave the Board background on the overlap of jurisdiction between the Planning Board and the HDC. A working group was formed to look at this overlap and to implement and refine the process; members included a Planning Board members, HDC members. Mr. Giger discussed the purpose of the working group which was to determine what situation warranted a certain response.

The first situation described is an applicant's property is zoned and R-A and is located in one of the Historic Districts. Mr. Giger stated there is no change in procedure with this situation. The second situation is when an applicant's property is zoned other than R-A, is located only one of the HDC's and requires a Special Permit. There is overlap here and the planning Board is the granting authority. Mr. Giger stated that the applicant would work with the Architect Design with the HDC. This design committee would be chaired by the HDC Chairman, a planning board member and the Landscape Architect then once reviewed it would flow to the Planning Board. Mr. Schulman asked if this created more angst for the applicant. Mr. Giger stated that its purpose was to spend less time with the Planning Board.

Situation three is when the applicant's property is zoned other than R-A and is located in both the HDC and the Town Center Overlay District. Under this situation the Groton Planning Board will "outsource" architectural design review associated with a Special Permit to consolidate group made up of members from the HDC and the Planning Board. Finally, situation 4 is when the applicant's property is zoned other than R-A and is located only in the Town Center Overlay District. Under this situation the HDC will provide non-voting liaison to the Planning Board.

Mr. Giger stated that this was a working model and his hope is to streamline the process.

**BOARD OF SELECTMEN REVIEW OF FINAL DRAFT OF THE 2013 FALL TOWN MEETING WARRANT AND VOTE TO TAKE POSITIONS ON ALL ARTICLES**

The Board took positions on articles. Mr. Haddad explained how the motions would be broken down for Town meeting. Mr. Degen did not support the Town Clerk and the Library hour increase and did not want it to go to Town Meeting. Mr. Petropoulos also thought the Town Clerk hour should be taken out of the warrant. The rest of the Board thought it should be debated on its merits. Mr. Degen suggested that the tax rate be offset by \$100k. Mr. Haddad was not suggesting offsetting the tax rate in order to keep a health free cash balance. Mr. Haddad stated that he would bring this issue back at the next meeting.

Article 9, 10 and 11 would be brought back on 9/30 regarding the fire protection articles. The Board felt it needed more information before taking a position on this article.

Rule Loving read a statement regarding the Town Clerk issue. Mr. Loving suggested a review of all positions be done and to break down the costs for health insurance. Ms. Eliot felt there was a discrepancy regarding the support for the Library hour and the Town Clerk hour. Patrice Garvin stated that a review happened about six years ago and it impacted the morale of the employees. Mr. Haddad stated that under MGL an employee needs to work 20 hours to be considered eligible for benefits. Mr. Schulman stated that in the end the Town was dealing with people. Mr. Degen stated that it was not his intention to offend employees. This discussing would continue at a later date.

**MINUTES**

*Ms. Eliot moved to approve the regular meeting minutes of September 9, 2013. Mr. Petropoulos seconded the motion. Motion carried, Mr. Schulman abstaining. Roll Call- Eliot-aye, Petropoulos-aye; Cunningham-aye. [Document 3- Draft Minutes 9-9-13]*

**ADJOURNMENT**

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

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

\_\_\_\_\_ respectfully submitted,  
Patrice Garvin, Executive Assistant

Date Approved: 10/7/13