

**BOARD OF SELECTMEN MEETING
MINUTES JULY 28, 2014
APPROVED**

Present: Anna Eliot, Vice Chair; Peter S. Cunningham, Member; John G. Petropoulos, Member

Absent: Josh A. Degen, Chair; Stuart M. Schulman, Clerk

Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant

Ms. Eliot called the meeting to order at 7:02pm.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that at the request of Police Chief Donald Palma, he had appointed the following individuals to various roles within the Police Department beginning with Reserve Officers.
 - a. Mr. Haddad said that Maura Hurley was a 2013 graduate of St. Anselm College with a major in Criminal Justice. She is a 2014 graduate of the police academy. Mr. Haddad asked the Board to ratify the appointment of Maura Hurley as a Reserve Officer.

Mr. Cunningham moved to ratify the appointment of the Town Manager of Maura Hurley as a Reserve Officer. Mr. Petropoulos seconded the motion.

Chief Palma said that the Reserve Officer process was an extensive one. He said they are tested on physical agility and also put through an interview process. He said they would be beginning with their field training and hoped to have them trained and ready for assistance around the holidays.

The motion carried unanimously.

- b. Mr. Haddad said that Thomas Mace was a 2011 graduate of Wentworth Institute of Technology and a 2012 graduate of the police academy. He asked the Board to ratify this appointment.

Mr. Cunningham moved to affirm the Town Manager's appointment of Thomas Mace as a Reserve Officer. Mr. Petropoulos seconded the motion. The motion carried unanimously.

- c. Mr. Haddad said that Kayla Sheehan was a graduate of Plymouth State University and a graduate of the police academy in 2012. He asked the Board to ratify this appointment.

Mr. Cunningham moved to affirm the Town Manager's appointment of Kayla Sheehan as a Reserve Officer. Mr. Petropoulos seconded the motion. The motion carried unanimously.

- d. Mr. Haddad said that Timothy McGibbon was a 2002 graduate of the police academy and currently worked at the Sheriff's Office as a Deputy Investigator and the reason he couldn't be present that evening. He asked the Board to ratify this appointment.

Mr. Cunningham moved to affirm the Town Manager's appointment of Timothy McGibbon as a Reserve Officer. Mr. Petropoulos seconded the motion. The motion carried unanimously.

- e. Mr. Haddad said that the Chief had requested that Catherine Myers be appointed as a Part-Time Dispatcher and Beverly Jeddrey as a Police Matron. Mr. Haddad said that he had made that appointment and asked the Board to ratify the appointment.

Mr. Cunningham moved to affirm the appointment of Catherine Myers as a Part-Time Dispatcher. Mr. Petropoulos seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to affirm the appointment of Beverly Jeddrey as a Police Matron. Mr. Petropoulos seconded the motion. The motion carried unanimously.

2. Mr. Haddad said that the Board had received a request for a One Day "BYOB" license from the Wyatt Family for their family reunion to be held on Sunday, August 17th from 1:00pm-7:00pm at the Williams Barn. He respectfully requested that the Board approve this license request.
Mr. Cunningham moved to approve the One Day "BYOB" liquor license request made by the Wyatt Family for their family reunion at the Williams Barn on Sunday, August 17th from 1:00pm-7:00pm. Mr. Petropoulos seconded the motion. The motion carried unanimously.
3. Mr. Haddad said that as requested at their last meeting, he and Chairman Degen would like to schedule their Annual Work Session to set their Goals and Objectives for Monday, August 11th at 5:00pm. Mr. Petropoulos asked if they could start at 5:30pm instead. Mr. Haddad said that he had to leave for a CPC meeting at 6:30pm but would be back for their regularly scheduled Board meeting at 7:00pm. It was decided to hold their Work Session at 5:15pm at Town Hall.
4. Mr. Haddad said that as directed by the Board, he and Mr. Bouchard contacted the AG's office to schedule Open Meeting Law Training for Town Officials. He said that the AG's office was no longer booking regional trainings for the fall. They did say that they could schedule a webinar for late August if there were more than ten individuals interested. He said that there was an attorney at Kopelman & Paige, Laura Goldberg, who was very experienced in Open Meeting Law. He said it may be worth contacting her to see if she could come in and provide training adding that there would be a fee. He said that they could look into scheduling something at night. Mr. Petropoulos said that he saw her speak at a meeting he attended and thought she was very knowledgeable. Ms. Eliot suggested maybe asking other towns if they were interested in attending also. Mr. Petropoulos said that it might be a nice way to cost share. Mr. Haddad said that he would look into this further.
5. Mr. Haddad said that he met with the members of the Lost Lake Sewer Advisory Committee prior to their meeting to discuss the committee's next steps. He said that members of the Committee decided that the best way for them to proceed would be to change the focus of the Committee from a Sewer Advisory Committee to a Watershed Advisory Committee. He said that the focus would be on all issues relative to Lost Lake. Mr. Haddad said that they would also like to increase the Committee from five to seven members. He said that he had amended the charge and ran it by the Committee who were okay with it. Mr. Haddad said that he was also pleased to report that both Mark Deuger and Art Prest were interested in joining the original members of the Committee. He asked the Board to approve the charge and appoint Mr. Deuger and Mr. Prest to the Committee.

Mr. Cunningham moved to approve the charge of the Lost Lake Watershed Advisory Committee. Mr. Petropoulos seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to appoint Mark Deuger and Art Prest to the Lost Lake Watershed Advisory Committee with terms to expire on June 30, 2015. Mr. Petropoulos seconded the motion. The motion carried unanimously.

The current members of the Lost Lake Sewer Advisory Committee were exempted from being re-sworn in.

PARKING ON MAIN STREET

Mr. George Barringer thanked the Board for having this and the Planning Board on the agenda adding that there were a lot of interrelated commissions interested in parking on Main Street such as the Historic Districts Commission and Commission on Accessibility who also had representation that evening. He said that the Planning Board (PB) was interested in moving from talking to implementation adding that the PB and BOS had interlocked jurisdiction on Main Street parking. He said that the BOS was responsible for on street parking and the PB was responsible for off street parking. He said that public safety and pedestrian safety on Main Street were very important. Mr. Barringer said that the Master Plan that was recently updated spoke of pedestrian safety and accessibility. He said that there were multiple crosswalks, curb cuts and intersections on Main Street. MassDOT said that there should be 20 ft of either side of a crosswalk and intersection of which none were protected right now. He said that they couldn't control every curb cut but would like to see crosswalks and public streets protected.

Tom Delaney said that they had just started to create the bumpouts outside Town Hall. He said that the sidewalk needed to be repaired so it was a good time to do the work. He said that he had mixed feelings about what to do on Main Street adding that they were going to lose parking. He said that he was also hesitant to paint parking spots on Main Street. He said that with the bumpouts in front of Town Hall you would lose a spot here and there. Mr. Delaney said that the only other option would be to possibly eliminate crosswalk(s) but asked where. He said that he had also looked into installing crosswalk lights but they would be difficult to see during the day. Ms. Eliot asked if a crosswalk could be placed at an intersection which might free up one more space. She said that they would be losing two spaces in front of Town Hall and asked if the crosswalk could be moved to the corner of the Station Ave intersection. Mr. Delaney said that a crosswalk had to be 20ft from an intersection and didn't want to dump a crosswalk in a driveway or parking lot. She thought it was worth talking to the Historical Commission to get their feeling. Mr. Petropoulos said that a crosswalk in front of a driveway would not be safe. Chief Palma said that there were 12 crosswalks from the Middle School to Lawrence Academy. He said that it was hard to enforce violations and was looking for direction from the Board. Mr. Barringer said that it was hard because they are no markings 20ft from the crosswalks. Mr. Haddad asked how many spots would be lost. Chief Palma said 4 spots multiplied by 12 crosswalks so 48 spots. Mr. Haddad said that the proposal at Town Meeting made by Mr. Yanchenko included building a municipal parking lot. Ms. Eliot said that the Economic Development Committee had decided to approach the banks for use of their parking lots during the evening. Mr. Delaney said that he and Virginia Woods had tried that years ago and the banks weren't interested at that time. Mr. Cunningham asked if turning radius heading eastbound would be compromised. Mr. Delaney said that it would have an impact. Ellen Baxendale asked about the parking lot behind Town Hall. Mr. Delaney said that the Town didn't own the lot. Mr. Petropoulos asked if the lot was used. Mr. Haddad said that it was very much used to include Town Hall traffic and light department traffic while construction occurs on their building. Ms. Collette said that the plan in front of the Board was done in 2010 by Nitsch Engineering and was done and approved by MassDOT. Mr. Bob Fleischer was concerned about people turning left onto Main Street not being able to see someone crossing. He also said that GELD trucks turning out onto Main Street would have to cross into the center of the road to avoid the bump out. Ms. Collette said that the plans predated plans for the Light Department to stay on Station Ave. Mr. Giger pointed out that when the plans were done; the Fire Station was still to be located on Station Ave.

Mr. Petropoulos asked what the Planning Board's recommendation was. Mr. Barringer said that it would be to mark the crosswalks and street intersections in the downtown area. Mr. Cunningham said that as part of the complete streets project Main Street needed to be less car centered and more pedestrian safety centered. He thought they should move forward with this adding that not everything should be done at once and they should work to find additional spaces off Main Street. Mr. Haddad agreed adding that he thought they should concentrate on the work in front of Town Hall until off street parking was found. Ms. Eliot said that this could be used as an example adding maybe they should identify the second most critical area. She asked if the crosswalk by Broadmeadow and Route 40 was part of the site plan review process. Mr. Barringer said that they did not review that area. Mr. Delaney said that painting would be better than the bump outs there. Ms. Eliot asked about the crosswalk in front of the library. Mr. Delaney said that there was already no parking allowed right there. Mr. Michael Vega said that he thought the

conversion would support centralized parking adding that it was also going to be an ongoing issue with the Inn coming. Mr. Cunningham asked how many spots the Inn had. Ms. Collette said 98 but that would be for the use of the Inn. Mr. Dan Barton of the HDC said that he was not qualified to sit there and judge plan adding that he would like to have a chance to review it. He said that the HDC would be happy to be a part of the group who looks at this. He said that as a resident who often walks to the center, yes they needed to look at parking and crossing but also traffic volume. He said that they needed to look at how they could make pedestrian use more widely used and slow the traffic down. He thought that Lawrence Academy was a very important crossing place adding that maybe they could reduce some of the crossings and elevate others. Mr. Barton said that some nearby towns had done bump outs and there had been some accidents at the beginning. He thought that phasing out the project would be safer.

Mr. Haddad thought the Board should take the discussion under advisement and concentrate on completing the bump outs in front of Town Hall. Ms. Eliot asked if contact info could be obtained from the banks and a meeting scheduled to discuss parking. Mr. Delaney suggested painting the crosswalk in front of Route 40 as it wouldn't affect businesses and parking that much. Mr. Petropoulos asked if a study had been done. Mr. Barringer said that a casual one had been done. Ms. Collette said that a parking census was done in 2008. Mr. Petropoulos asked if it could be posted on the website.

LIAISON REPORTS

Mr. Petropoulos said that the first meeting of the Pipeline Working Group had occurred prior to this meeting. He said that it was a good group of seven members with a lot of knowledge. He said that they set short and long term goals adding that the group would meet once a week in the beginning on Monday's at 5pm. Mr. Cunningham said that Mr. John Giger was elected as Chairman and Mr. Peter Morrison as Vice Chairman.

Mr. Cunningham said that Mr. Schulman had asked him to provide an update on the regional committee who had met last on the 21st. He said that they met with an expert on the approval process and added Brookline, NH to their group.

Mr. Petropoulos said that a meeting was going to be held in Lunenburg on August 5th with local legislators to discuss the pipeline. He said the meeting was open to the public.

Ms. Eliot said that she attended a Court of Honor for Eagle Scout Chris Huber whose Eagle Scout project was to measure the old burying ground at the Groton Cemetery. She added that she had also attended the Conservation Commission's meeting where she asked them to look at their management plan for Surrenden Farm West adding it might need to be updated.

Mr. Haddad said that the search for the new IT Director had been going well. He said they received 60 applications and interviewed 4. He said that 2 finalists would be going through an IT test the next day and hoped to bring a candidate before the Board on August 11th.

Mr. Haddad said that the new Fire Chief was scheduled to start on August 18th and was planning an open house for that day.

MINUTES

Mr. Petropoulos moved to approve the regular session meeting minutes of June 2, 2014. Mr. Cunningham seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to approve the regular session meeting minutes of June 9, 2014. Ms. Eliot seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to approve the regular session meeting minutes of June 16, 2014. Ms. Eliot seconded the motion. The motion carried 2-0-1 in favor with Mr. Petropoulos abstaining.

Mr. Cunningham moved to approve the regular session meeting minutes of June 30, 2014. Ms. Eliot seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to approve the executive session meeting minutes of June 30, 2014 and not release them. Ms. Eliot seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to approve the executive session meeting minutes of July 14, 2014 and not release them. Ms. Eliot seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to adjourn at 8:20pm. Mr. Petropoulos seconded the motion. The motion carried unanimously.

Approved: _____

Stuart Schulman, Clerk

respectfully submitted,
Dawn Dunbar, Executive Assistant

Date Approved: 8/18/14