

**BOARD OF SELECTMEN-REGULAR SESSION MINUTES-6/18/01  
"MINUTES APPROVED"**

**Present:** Chairman Peter S. Cunningham, Clerk Dann Chamberlin, Member Thomas P. McCuin, Jr., Administrative Officer Jean E. Kitchen and Administrative Secretary Doris T. Wheeler.

The meeting was called to order at 7:00 PM.

**KEYSPAN ENERGY – ROAD OPENING**

Harold Cooper was present, representing Keyspan Energy. He noted that this would be an extension of an existing main on Skyfield Drive.

Comments were received from the Water Superintendent. The plan submitted did not have adequate information for him to make a determination as to whether Town water is present at this location. The Conservation Commission wrote that the request from Keyspan did not include a map showing the location of the opening. There are wetlands on Skyfields Drive. If any of the work is within 100 feet of these wetlands, Keyspan must file with the Commission.

Mr. Cooper said Kespan went to the Water Dept. The road opening is on the opposite side of the street as the water main. It will be close to the curb, not in the middle of the street. Mr. Cooper said the engineer talked with the Conservation Commission. Conservation Assistant Beth Montgomery was present and said no one from Keyspan contacted her office regarding this. She reiterated that there are wetlands in that location.

Mr. Chamberlin was concerned about having Keyspan (formerly Boston Gas) do work in Town because last year Boston Gas did a road opening for a gas main on Old Ayer Road and did not follow the Town's rules or abide by its guidelines. Mr. Cooper said Keyspan is not using the same contractor as the job done last year on Old Ayer Road.

The Board chose to hold on making a determination until its July 2 meeting. In the meantime, Keyspan will contact the Conservation Commission and get something in writing from the Water Dept.

**WEB SITE DISCUSSION**

Mr. Cunningham announced that the Web Site is up and running for the public. He gave most of the credit to Dave Hill. Mr. Hill thanked Carl Paul, Steve Morlock and Ed McNierney for their parts in making this a reality. He also thanked all the boards and committees for their cooperation in submitting data. The web site is [www.ci.groton.ma.us](http://www.ci.groton.ma.us). The departments have been asked to forward their approved minutes and agendas to Mr. Morlock to be included on the web site.

**COMMUNITY CONNECTIONS – Give & Take Shop**

Matthew Shuman introduced members of the committee called Community Connections, of which he was spokesperson. Participants of this volunteer group include parents, students and community members interested in insuring that respect and basic human rights are met for all people.

The present initiatives of this group include:

1. making information about resources such as fuel assistance, housing, food, and health care more accessible to those who need it;
2. directly assisting local individuals and families in need; and
3. re-establishing a site and the service of the previous "Give and Take Shop".

He asked if the Board of Selectmen were supported the idea of re-establishing the Give & Take Shop. Mr. Cunningham suggested the Committee talk with the Municipal Space Needs Committee about space. Matt said they looked into some of the local churches. They are willing to donate to the cause, but none had available space for this service. Mr. Cunningham was supportive, but was not sure about siting, since it has been hard to find enough space for municipal offices. Mr. Chamberlin absolutely supported the concept. Mr. McCuin echoed his support. He would love to see this service back for

the public, if a proper location is found. The Recycling Committee is interested in helping to make this a reality. Frank Belitsky suggested Williams Barn as a possible location. Mr. Cunningham said there are some restrictions on that historic site. Ms. Montgomery said Williams Barn must be used for conservation purposes. The Committee will check with the Municipal Space Needs Committee and report its findings to the Selectmen at a later date.

### **RIVERCOURT – Introduce Executive Director Lois Young**

Lois Young introduced herself as the Executive Director of the RiverCourt Project. She said the project is pretty much on schedule. They expect to move residents in by the end of November. There will be 74 units, 44 of which will be assisted living. She encouraged people to take a guided tour of the site.

Mr. McCuin asked the status of the dam. Ms. Kitchen said the Town owns the dam. The penstock issue was taken care of. Mr. Cunningham said the Selectmen were told at one time that the best thing to do was to take the dam out all together. It was not a desirable choice at the time because of other projects going on up stream. Ms. Kitchen said she had a conference call with Capstone and GCA, and they were satisfied with the decision not to do another study. Mr. McCuin said he did not want to find out in November that there would be a problem getting an occupancy permit. Ms. Collette agreed that the Selectmen should talk with the Building Inspector to make sure there isn't going to be an occupancy permit problem later down the road. Mr. Cunningham said the structural study was done. The hydrological study is much more involved. That is the one that is not being done.

### **HOLD HARMLESS - GELD**

Town Counsel submitted its comments on the Hold Harmless Agreement drafted by GELD, which were forwarded to GELD. Town Counsel is not sure why the Town would agree to this agreement. Mr. McCuin recommended that GELD's lawyer and Town Counsel talk to each other and come to a final agreement on the wording. Entering into this agreement will increase the Town's liability. GELD does work for Town and the Town (Highway Dept.) does tree work for GELD. Mr. Chamberlin was concerned that if the Board does not sign this that it may diminish inter-municipal cooperation. Mr. Cunningham suggested having the Highway Surveyor and someone from GELD in to talk about this. Mr. Cunningham agreed that it would be a good idea to have GELD's attorney talk with Town Counsel.

### **PARKS DEPARTMENT**

Present for the discussion were Don Black, Jeff Ohringer and Bill Miller of the Parks Department.

#### **Bandstand**

The donor is still willing to donate a bandstand to the Town, if a site is determined. The Parks Dept. was asked to consider Town Field behind the library, now that the zoning was changed by Town Meeting vote. There was favorable feedback to that location last time it was looked into. Mr. Ohringer said Town Field was one of the main sites that were looked at. The Parks Department needs to reconsider this site with its new members. Some issues came up last time this was discussed, which would need to be considered, i.e. there is a very wet area. Mr. Chamberlin and Mr. McCuin said the area they were thinking of was not wet. Mr. Chamberlin said there is a natural amphitheater there. Mr. Ohringer said parking would be an issue. Mr. Chamberlin said the Library seemed to be supportive of this location. The functions could be coordinated with the Library hours. Mr. McCuin said there might very well be additional parking off Broadmeadow Road along the Rail Trail in the near future. Mr. McCuin said there was strong neighborhood support of the Town Field site. Mr. Cunningham said maybe it is time to do a site walk and take a look on the ground of where it would go. The Park Commissioners were willing to join the Selectmen on a site walk.

#### **Joint discussion with Recreation Commission – Re: Housing of Park Office Assistant**

The new position of Office Assistant to the Park Commission is a 10 hrs/month position. The question was where this individual should have office space. There was some talk at a prior meeting about having it located at the Highway Garage. Mr. Cunningham did not think that was the best site. Don Black said Karen Tuomi indicated that the individual could share the Trust Funds Office. The Commissioner of Trust Funds offered this. Ms. Tuomi is interested in the position. She deals with the field use now, so this would be a good match in services. (The position needs to be advertised.)

Tom Hartnett said the Municipal Space Needs Committee recommended the Parks Office Assistant use the space at Legion Hall, once renovated. Mr. Cunningham said that where this position is only 10 hrs/month, it doesn't seem like that person should take the space of an office of its own. Shared phones and office equipment makes more sense.

Mr. Cunningham said that it made sense to share space with the Recreation Office. Liza Judge, Recreation Director, said she has offered space and equipment at Squannacook Hall. She tends to get a lot of Park Commission calls because many people

think it is the Park and Recreation Department. These 2 services are combined in many other towns in the area. It would really help both departments if the administrative person were to share space with Recreation. She reiterated that she has the space and office equipment available now, including an extra computer, file cabinet and office space and shared phone line. Mr. Black was concerned with combining elected and appointed officials. Mr. Cunningham said the idea is sharing resources for the public need in the most efficient way possible. Mr. Hartnett said last time the Town merged the Recreation Dept. with another dept. (the Country Club), Recreation was destroyed. He suggested leaving the Recreation Dept. alone. Ms. Judge said no one was talking about merging the departments, just sharing office space. Mr. Ohringer said the Parks Dept.'s prime desire is to be in Town Hall. Mr. Cunningham reiterated that the Selectmen were not considering merging the two departments, but enhancing both. Mr. Cunningham said the Selectmen have to look at getting the most bang for the buck to effectively serve the public. The Selectmen will host a meeting with the Parks Dept. and Recreation Commission on June 27.

#### **MUNICIPAL SPACE NEEDS COMMITTEE (MSNC)**

Tom Hartnett and Michelle Collette were present for the discussion. The MSNC looked into Legion Hall and the house at 179 Main Street for potential municipal office space.

#### **Legion Hall**

The Committee met with the Commander of the Legion, Curt Lovelace, and Frank Belitsky. The MSNC voted unanimously to have the Veteran's Agent, Building Maintenance Supervisor and Parks Dept. assigned to the three new offices at Legion Hall. Ms. Collette said that siting the GIS Coordinator at Town Hall makes sense. She noted that the Town should be providing handicapped access to upstairs no matter what happens downstairs. Mr. Cunningham agreed that the access for upstairs should definitely be addressed. Mr. Belitsky noted that, besides the stairs, there is no running water or electrical outlets upstairs.

#### **House at 179 Main Street**

The MSNC agreed it would be a shame to change the historic character of this building. The deed has a restriction that the property remains residential. The committee voted unanimously not to recommend purchase of this property. Ms. Collette said there is an historic preservation restriction on this property as well. Mr. Rawlings, current owner, said he would be willing to work with the Town if it is interested in buying this property.

Mr. McCuin said the idea of purchasing the house is tantalizing, but he was inclined to go along with the MSNC's recommendation with its 6 – 0 vote. Mr. Hartnett said the Committee could have the Building Inspector go through it with the Rawlings. Mr. Chamberlin was interested in attending the site walk. The Selectmen respected the decision of the Commission, but thought it would be worth having the MSNC go through it one more time, this time with the Building Inspector.

The Committee also agreed that it should take a second look at the house on Station Avenue behind the Town Hall, as no sale seems pending.

#### **LANDFILL CAPPING COMMITTEE UPDATE**

Jamie Greacen, Landfill Capping Committee, said the Committee was ready to go out to bid for landfill closure. The contractor will be allowed to determine whether the growing season would be this season or next. The contractors that bid on the alternate closure method said they weren't sure what the pond dredging would take. It was suggested that the dredging project should be bid separate, but simultaneously with the landfill closure bid.

Mr. Chamberlin was impressed at the technical knowledge and expertise of the Committee, so respected its recommendation. It would make sense, as a viable second option, to use a multiple bid process. Mr. McCuin did not see any reason not to.

Someone from the audience remembered being told that the Town needed to do this by Feb. 2001. He asked what would happen if the Town kept delaying this. He asked if the State would come back and put more restrictions on it. Mr. Greacen said the approval letter for the design from the State was dated last week. So as long as the Town makes some progress this year, he did not see that it would be a problem. Mr. Greacen said that the Town could talk to the State about what would happen if it did not get completed this year.

Mr. Brewster thought that whoever the contractor is for the closure project should hire a subcontractor to do the dredging. He cautioned that whatever the Board expects to be done by the Town should be able to be managed next year.

Mr. Cunningham left it up to the Landfill Capping Committee (LCC) to find a way of getting the job done and getting it done right. He said not to rush it if it would not be in the Town's best interest. The LCC will go out to bid now with a bid for getting it done this year and getting it done next. Bidding out the pond dredging separate was left up to the Committee. It seemed to make sense to bid the dredging separately.

## **EAGLE SCOUT PROJECT**

Andrew Collins, Eagle Scout, thanked the Board for approving the landscaping of the new dog pound earlier this year as his Eagle Scout Project. But the timing is not right for him to do that project. He asked if he could take on a project regarding the Avenue of Flags instead. It would include expanding the Avenue of Flags up Hollis St. to Legion Common. He would also replace all of the flag holders that are in the ground along Main Street with new ones that can accept a cap to keep dirt out. The Selectmen were 100% in support of this project.

## **APPOINTMENT RENEWALS**

Mr. McCuin suggested that maybe the Local Emergency Planning Committee be the entity to address an overall consolidation of EMS, Fire and Police. This committee consists of all those positions. Mr. Chamberlin recommended Mr. McCuin talk with the Chiefs and EMS Director and see if they are interested in discussing this again. Mr. McCuin and Mr. Cunningham agreed.

Mr. Chamberlin moved the appointment of Michael A. Giampietro as **Alternate Building Commissioner**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Robert Win Nordblom as a member of the **Capital Planning Committee**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of George R. Brouillette as a member of the **Council on Aging**, term to expire June 30, 2004. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Susan J. Conley as **Dog Officer** and Troy F. Conley as **Assistant Dog Officer**, both terms to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Michelle Collette as **Earth Removal Inspector**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of the following as members of the **Emergency Management Committee**: Janice Buxton, Troy F. Conley, Heather Hewitt, John R. Hewitt, Sarah A. Hewitt, Leroy E. Johnson, Jr. and William F. Shute, all terms to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of the following as **Emergency Management Radio Officers**: Daniel J. Daignault, Erik A. Piip, Karen D. Reif and Earl D. Russell, all terms to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of John P. Walsh as **EMS Director** and Leroy E. Johnson, Jr. as **EMS Assistant Director**, both terms to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Charles M. Mosser as **Field Driver and Fence Viewer**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of the following as members of the **Finance Committee**: Michael F. Flynn, Todd M. Hutchinson and Jeffrey S. Wilson, terms to expire June 30, 2004. Mr. Chamberlin stated that he had a problem with repainting Mr. Hutchinson. Mr. McCuin amended his motion to include only Mr. Flynn and Mr. Wilson. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Todd M. Hutchinson as a member of the **Finance Committee**. Mr. Chamberlin seconded. Vote: McCuin - Aye, Mr. Cunningham - Aye, Mr. Chamberlin - No

Mr. Chamberlin moved the appointment of Isabel C. Beal as **Graves Registration Officer**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Joseph L. Bosselait as **Haz-Mat Emergency Response Coordinator**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Richard P. Chilcoat as the Historical Society representative on the **Historic District Commission**, term to expire June 30, 2004. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Isabel C. Beal and Barbara M. Whitehill as members of the **Historical Commission**, both terms to expire June 30, 2004. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Paul Matisse as the **Keeper of the Town Clock**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of the following as members of the **Local Emergency Planning Committee**: Joseph L. Bosselait, Meredith E. Bowes, R. Thomas Delaney, Jr., Edward P. Doucette, John R. Hewitt, Leroy E. Johnson, Jr., Anne M. Lally, Frank A. Mastrangelo, Robert L. Mulhern, Kathy Puff, Charles F. Ramsay, Claudia D. Saball, William F. Shute and John P. Walsh, terms to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Harlan P. Fitch as **Measurer of Wood and Bark**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Thomas D. Hartnett as **Parking Clerk**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Harlan P. Fitch as **Surveyor of Wood and Lumber**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Ann F. Walsh as **Town Accountant**, term to expire June 30, 2004. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Isabel C. Beal as **Town Diarist**, term to expire June 30, 2002. The motion was seconded and voted unanimously.

Mr. McCuin moved the appointment of Harlan P. Fitch as a member of the **Town Forest Committee**, term to expire June 30, 2004. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Chase J. Duffy as a regular member of the **Zoning Board of Appeals**, term to expire June 30, 2004, and Cynthia A. Maxwell, Mark E. Mulligan and Shaun F. Sullivan as Alternate members of the Zoning Board of Appeals, terms to expire June 30, 2002. The motion was seconded and voted unanimously.

## **OTHER BUSINESS**

### **Appointment Correction**

The motion made to appoint Jack Balonis done on June 4 did not include an expiration date.

Mr. Chamberlin moved the appointment of Jack Balonis as Lieutenant of the Police Department, term to expire June 30, 2002. The motion was seconded and voted unanimously.

### **Scholarship Fund Appointment**

Mr. Chamberlin moved the appointment of Karen Heneghan as a member of the Scholarship Fund Committee, term to expire June 30, 2002. The motion was seconded and voted unanimously.

### **Country Club Authority Appointment**

Mr. McCuin moved the appointment of George D. Rider as a member of the Country Club & Recreation Authority, term to expire June 30, 2004, affective July 1, 2001. The motion was seconded and voted unanimously.

### **Council on Aging Appointments**

Mr. Chamberlin moved the appointment of David A. Elliott and Chase J. Duffy as members of the Council on Aging, affective July 1, both appointments to expire June 30, 2004. The motion was seconded and voted unanimously.

### **Street Light Request**

A resident of 499 Old Dunstable Road wanted to know why there wasn't a street light at the intersection of Route 40 and Old

Dunstable Road. He noted that a light was installed at the intersection of Route 40 and Allens Trail, across from the intersection of Old Dunstable Road. This light has not been turned on. He requested this light be turned on. Police Chief Mulhern did not recommend turning this street light on. It does not meet the need from a public safety review. He thought that if one of the two locations were to be lit, it should be the one on Old Dunstable Road. Chief Mulhern suggested waiting until after the subdivision in that location is completed prior to considering it. He will do a study after the development is completed.

### **Wharton Fountain Committee Appointment**

The interest has expanded for this project, so Owen Shuman requested expanding the committee from 6 to 8. She thanked Lorayne Black and Virginia Wood, who now want to be members.

Mr. Chamberlin moved to expand the committee membership from 6 to 8, effective immediately. The motion was seconded and voted unanimously.

Mr. Chamberlin moved the appointment of Lorayne Black and Virginia Wood as members of the Wharton Fountain Committee, effective immediately, term to expire June 30, 2002. The motion was seconded and voted unanimously.

### **ADMINISTRATIVE OFFICER REPORT**

#### **Snow and Ice Deficit**

The Town will receive \$25,777 from the State towards the Town's Snow and Ice Deficit.

### **ADJOURNMENT**

At 10:18 PM Mr. Chamberlin moved to adjourn. The motion was seconded and voted unanimously.

Approved: \_\_\_\_\_  
Dann Chamberlin, Clerk

Respectfully Submitted,  
Doris T. Wheeler  
Administrative Secretary