

BOARD OF SELECTMEN
JUNE 17, 2002
REGULAR SESSION MINUTES
“APPROVED”

Present: Chairman Dann Chamberlin, Clerk Thomas P. McCuin, Jr., Member Peter S. Cunningham, Administrative Officer Jean E. Kitchen.

The meeting was called to order at 7:01 p.m.

Acceptance of Grant Lacombe/Moulton Property

Mr. Chamberlin read, “We have also entered into a Memorandum of Understanding with Mass. Audubon, which is in the process of conducting its inventory of wildlife, vegetation, and landforms in the future Sanctuary area (this is shown on the plan as Lot 2-A and is comprised of 387 acres) with the assistance of a 20,000.00 donation made by Mr. Lacombe. Mr. Moulton will later be making a similar donation for infrastructure and signage, estimated in the vicinity of \$60,000.00,” and further read as quoted by Mr. Bob Collins, ‘From my vantage point, this all seems to be working out as Bob Pine and I planned it years ago and as presented to the Town last September (town meeting)’.” *Mr. Cunningham moved to execute the acceptance of grant for Sandy Pond Road and Nutting Road parcels for the Electric Light Department. Seconded by Mr. McCuin. Unanimous vote.* Mr. Chamberlin remarked that all the credit goes out to Mr. Moulton and Mr. Lacombe and sent out a vote to thanks to them for their cooperation and generosity.

One-Day Liquor License

Mr. Cunningham moved to approve a One-Day Wine & Malt Liquor License for Mr. Kurt Staven and approved the use of Powder House Common for the Staven/Goudy wedding reception. Seconded by Mr. McCuin. Unanimous vote.

Order of Taking – Orchard Lane

Mr. McCuin moved to accept the Order Of Taking as entitled “Orchard Lane Layout Plan of Land in Groton, Massachusetts” prepared for the Town of Groton, dated March 28, 2002, prepared by Dillis and Mische, Inc. Seconded by Mr. Cunningham. Unanimous vote.

Council on Aging Appointment

Mr. McCuin moved to appoint Marie Melican to the Council on Aging, term to expire on June 30, 2003 and Grace B. Marsolais and Alberta E. Erickson to the Council on Aging, term to expire June 30, 2005. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Cunningham moved to appoint Richard C. Dabrowski to the Groton Historical Commission for a term of 3 years to expire on June 30, 2005. Seconded by Mr. McCuin. Unanimous vote.

Use of Legion Common by Groton Fest on 9/21

Mr. Cunningham, on behalf of the Board, gave support to the Grotonfest 2002 Committee which will be held Saturday, September 21st (rate date 9/22) from 10:30 a.m. to 5:00 p.m.

Increase Fire Protection Study Committee and Appoint

The Fire Protection Study Committee requested to be increased to six members. They requested Finance Committee Representation. *Mr. McCuin moved to increase the Fire Protection Study Committee from five members to six members. Seconded by Mr. Cunningham. Unanimous vote.*

Mr. Cunningham moved to appoint Michael F. Flynn to the Fire Protection Safety Committee for a term of 1 year to expire on June 30, 2003. Seconded by Mr. McCuin. Unanimous vote.

Use of First Parish Common

Ms. Kitchen had an additional agenda item. Ms. Byrnes and Ms. Ellen requested the use of First Parish Common for a benefit yard sale to raise money for the purchase of a healing center on Saturday, July 13th from 9:00 a.m. to 1:00 p.m. Mr. Cunningham asked if there was a plan for traffic detail. Ms. Kitchen replied that the Police Chief would be copied on the request in order to allow for traffic detail. *Mr. Cunningham moved to grant permission for the use of First Parish Common to Ms. Byrnes and Ms. Allen on Saturday, July 13th from 9:00 a.m. to 1:00 p.m. for a yard sale. Seconded by Mr. McCuin. Unanimous vote.*

Finance Director Search

Ms. Kitchen proposed the Finance Director Search. She proposed the makeup of the Search Committee to be

- 1) Administrative Officer
- 2) a person who is a Finance Director, perhaps Evan Katz
- 3) a Town Accountant from another town
- 4) a Selectman Representative
- 5) the Business Manager from the School District (she spoke with Craig Young and he would be able to serve if the meetings took place during the day)
- 6) the Treasurer, and
- 7) 1 or 2 residents, perhaps Connie Lapres, who not only has an accounting background, but also has served on the Finance Committee.

The Town Auditor, Mr. Jim Giusti, would like to serve in an advisory capacity. Ms. Kitchen stated that in speaking with an area Finance Director, a critical component of the person selected must be that he/she possesses not only an accounting background, but also a strong management sense with computer background, as the Town will be converting records from the old system to a new one.

The Committee's charge would be:

- 1) draft a job description which will be presented to the Personnel Board,
- 2) conduct a salary survey,
- 3) interview other communities that have a Finance Director,
- 4) advertise the job, not only in Massachusetts, but also in New England, as well as advertising the MMA bulletin and an Accounting Association bulletin,
- 5) The Committee would present 3 to 5 finalists to the Selectmen.

Mr. Chamberlin asked the public to submit their names for consideration. Mr. McCuin said he would be uncomfortable appointing previous members of the recent Financial Offices Study Committee who he felt did not fulfill their charge. He would like to speak with Mr. Katz who was a member of that committee prior to his appointment to the Finance Director Search Committee. Mr. Cunningham agreed that it should be a seven-member committee and a rating system should be devised. Ms. Kitchen will schedule this for the next agenda, July 1, 2002, to present a committee for appointment and said that tentatively a finalist should be presented by September 15th.

GIS Contract

Mr. Cunningham read what the GIS Contract would include: Creation of high quality maps for acceptance at fall Town Meeting. This task will include some data updating and refinement using sources provided by the Town. These maps will include a Zoning Map, Water Resources Protection Districts Map, Sewer District Map, Historic Districts Map, Flood Plain Map (FEMA data) • Refinement and printing of Fire Department street maps and EMS maps. These will include recently acquired GPS data, gates and landing zones • Separation of existing planimetric data into discrete layers that can be turned on and off by the user • Development of water Department data layer based on existing water schematic • On going training using GIS pilot project • Parcel data layer enhancement to achieve compliance with Mass

GIS Level II standards in accordance with the terms of the MassGIS grant awarded in June, 2002. Ms. Paula Martin, from the Building Department, was in attendance for the discussion/approval of the GIS Contract. Ms. Martin confirmed that the Town did receive the grant. Mr. Cunningham asked Ms. Martin if she was satisfied that Applied Geographics, Inc. would be their recommendation. She replied that yes, indeed, they were and that they were the same company that the Town used for Phase I. The committee was extremely pleased with Applied Geographics thus far. At this juncture, the pilot program is on their computer and they are ready for the next phase. Mr. Cunningham inquired what planimetric data meant. Ms. Martin answered that on the Assessors' Maps that include lot lines, building locations and other data. It is an option, which will allow the user to turn off and on while using. Mr. Cunningham inquired if this company would also provide the training piece of the contract, which he felt is a critical component of any contract. Ms. Martin replied that the company has been very flexible and amenable thus far. *Mr. Cunningham moved to award the GIS Implementation Assistance Consulting Contract to Applied Geographics, Inc. for Phase II. Seconded by Mr. McCuin. Unanimous vote.*

Town Meeting Discussion

Mr. Chamberlin designated this time on the agenda to update the public on the Board of Selectmen's thinking regarding Mill Run Place. There has been no date set for a Special Town Meeting. The Selectmen have decided to wait until September for a Special Town Meeting. During July and August many residents are out of town and/or on vacation. Mr. Chamberlin wanted the vote to be "as clean as possible." Mr. Cunningham stated that he attended the hearing of the Planning Board and they appreciate the additional time which will given them ample time to review the concept plan submitted by Hannaford and review how it's evolved. The summer time frame will afford residents the opportunity to present additional comments as well. Mr. Cunningham also added that a September Special Town Meeting will also allow additional time for warrant submissions. Mr. McCuin also supports the September timeframe because it makes economic sense. He has spoken with Hannaford representatives and they are willing to wait. He still remains firmly in favor of Hannafords and reiterated that both the Selectmen and the Finance Committee were in favor of it in the spring. It was the Planning Board that was against. Mr. Cunningham also agreed that a longer time frame for planning the Town Meeting makes the "process clean." It will allow everyone to review whether the concept plan has been revised or if it is more of the same. Mr. McCuin stated that Hannaford Bros. are not a corporate monster wanting to devour the town. Their agreement to wait the summer to allow the process to take place is evidence of that.

Smith Social Pavilion

Mr. Cunningham read the dates for the Smith Social Pavilion (Attachment 1) a/k/a Bandstand. A copy is posted on the website. Ms. Kitchen wanted to thank the Parks & Rec. Commission and Jane Bouvier for the coordination of this effort. Mr. Cunningham requested a copy of the Smith Social Pavilion be sent to Mr. Smith so he would be aware of the dates.

Police Chief Contract Negotiations

Mr. Cunningham moved to go into Executive Session at 8:00 p.m. for the purpose of contract negotiations and will return to open session. Seconded by Mr. Mr. McCuin. Roll call vote: Chamberlin – yes; McCuin – yes; Cunningham – yes.

Mr. McCuin moved to reconvene into Open Session at 8:15 p.m. Seconded by Mr. McCuin. Unanimous vote.

Appointments

The following appointments were motioned and approved:

See Attachments 2.

Minutes

Mr. Cunningham moved to approve May 20, 2002 Regular Session Minutes. Seconded by Mr. Chamberlin. Mr. McCuin abstained, as he was not present at this meeting. Two in favor with one abstention.

Mr. Cunningham moved to approve June 3, 2002, Regular Session Minutes as amended by Mr. McCuin. Seconded by Mr. McCuin. Unanimous vote.

The Executive Session-1, June 3, 2002, minutes were tabled to July 1, 2002, in order for the Administrative Officer to provide clarification.

Mr. Cunningham moved to approve Executive Session-2, June 3, 2002, minutes. Seconded by Mr. McCuin. Unanimous vote.

Administrative Officer Report

See Attachment 3 "Thompson Mill Pond Park Project." Ms. Kitchen met with Tom Delaney – Highway, Dann Chamberlin and the committee on site. Ms. Kitchen will present a budget with different scenarios. It is a dollar for dollar not in-kind match grant. There is money available in the Landfill Capping budget which can be transferred. The project is not to exceed \$25,000. Ms. Kitchen will redo the budget and email Steve Asen at DEM. The Highway Department will provide the supplies out of their budget and will hire the workers.

Mr. Cunningham stated that very soon the landfill will be capped. They have the topsoil on site and will soon seed. They will accept the pond dredge material. There are increased costs for pond dredging. Cataldo will be submitting the paperwork. Jamie Greacen has postponed Cataldo dredging the pond due to high water levels. They are waiting for a dry spell.

The Board of Selectmen has been receiving correspondence and calls regarding the flight school noise. Ms. Kitchen spoke with Kay Brunett who has submitted a letter to the Board seeking assistance and has contacted Congressman Meehan's office who has been working with and in contact with Federal Aviation Administration (FAA). The Board of Selectmen can offer their support via letters, phone calls or meeting with representatives of FAA and/or residents. Mr. McCuin spoke with 1 or 2 of the listed residents. Unfortunately above 500' are free skies. We are essentially powerless. He suggested perhaps talking with the pilots to request a change in route. Mr. Chamberlin remarked that there are laws that have quieted loud car mufflers and questioned whether or not there are strict regulations or laws that would be applicable to airplanes. With technology as it is, he stated, there must be some type of modern noise suppression for airplanes. Ms. Kitchen stated that Groton is attractive for pilots due to the landmarks, such as MIT Sphere. Mr. McCuin felt that rather than send a letter to the Editor; perhaps the best approach would be to speak with the pilots.

Mr. Cunningham spoke on the rail trail. It is not complete as of yet but has seen increased usage. He reminded the public to be ever vigilant of SAFETY. 1) For bikers, and the like, to invest in a helmet 2) for all to follow the rules of the road, staying right, to signal when passing, etc. We don't want to see a collision or fatality due to people not paying attention. The trail is a joy to have, great recreation. Use common sense safety. Mr. Chamberlin added for users of the rail trail to pull off the edge when stopping and importantly to stop and look both ways when crossing a street. Mr. McCuin reminded the rules of yielding: Bikers yielding to rollerbladers who should yield to pedestrians, etc. There still is a punch list of things to be completed. The surface is proposed for being changed for horses. Mr. Chamberlin questioned if there is no commitment as yet of for this. No, it would need an RFP. Ms. Kitchen spoke of minor markers being in place for notification. When complete, on the east side will be granite markers. Mr. Cunningham said that paving 1.5 miles north of Railroad Station in Pepperell has been completed. The last major hurdle will be a culvert at Unkety Brook.

Mr. Cunningham moved to adjourn at 8:42 p.m. Seconded by McCuin. Unanimous vote.

Approved: _____
Thomas P. McCuin, Clerk

Respectfully submitted
Maria Casey
Administrative Secretary

Date Approved: July 1, 2002