

**BOARD OF SELECTMEN
FEBRUARY 10, 2003
REGULAR SESSION MINUTES
"APPROVED"**

The meeting was called to order at 7:05 P.M.

Present: Dann Chamberlin, Chairman; Thomas D. Hartnett, Clerk; Administrative Officer Jean E. Kitchen and Maria Casey, Administrative Secretary.

*Absent: Peter Cunningham, Member
Mr. Cunningham arrived at 7:45 p.m.

MIA LOSS CONTROL CREDIT PROGRAM

Ms. Kitchen informed the BOS of the options that are available under the Insurance Program for potential credits. MIAA is a consortium that covers of many communities and is a company that provides insurance only to communities. Ms. Kitchen reinstated the Safety Committee and notified them of the same. The new program credits, which would equate to a dollar reduction for doing certain loss control things. This would be implemented July 1, 2003. The program is as easy as implementing certain loss control recommendations made, which Groton already does. MIAA has over the past few years seen a dramatic increase in the number of Public Officials Liability cases. As a result, they will be addressing procedures regarding uniform employment and hiring practices. They also have videos that will be made available on how to conduct a hearing, the Open Meeting law, etc. Ms. Kitchen will be setting up presentations and inviting the various Boards, Committees, etc.

Mr. Hartnett was quite impressed with this initiative and thanked Ms. Kitchen for pursuing these measures in order to cut costs to the Town of Groton.

Amendment 3 Sewer Commission

Capacity Management Program and Wastewater Disposal Assessment

Mr. Karl Johnson was in attendance for this portion. He notified the BOS that State Revolving Fund list should be published within the next few weeks and that Groton is on the list. This amendment applies to the contract that Town Meeting voted for and that the State requires the last three pages of this amendment that is more stringent than what Woodard & Curran has. Mr. Chamberlin read, "The project embraces two approaches. First, to develop a capacity management program to optimize the volume of wastewater conveyed to the Pepperell wastewater treatment facility. Second, to determine needs, develop alternatives and rank solutions to address wastewater disposal issues in Groton Center, West Groton and the Lost Lake/Knopps Pond neighborhood. If wastewater volumes are reduced, payments to Pepperell will reduce and more capacity will become available to increase the user base at a more reasonable cost." *Mr. Hartnett moved to approve Amendment No. 3 for a Capacity Management Program and a Wastewater Disposal Assessment between the Town of Groton and Woodard & Curran. Seconded by Mr. Chamberlin. Unanimous vote.*

Award Town Report Bid

Mr. Hartnett moved to award the bid for the 2002 Annual Town Report to T. Pine Book & Catalog Printers of Lebanon, CT in the amount of \$13.24 per page for 204 pages. Seconded Mr. Chamberlin. Unanimous vote.

Mr. Chamberlin mentioned that in the interest of the fiscal constraints, the cover would be black and white this year rather than color. Ms. Kitchen added that the cover will depict Gibbet Hill.

Common Victualler - 195 Main Street

Ms. Karin Shea, proprietor of Pastore Restaurant, Inc., was in attendance for this portion of the meeting. She bought Rainbow Café and is opening an Italian restaurant, which will serve lunch and dinner. *Mr. Hartnett moved to approve the Common Victualler License for Pastore Restaurant, Inc. at 195 Main Street, license to expire December 31, 2003. Seconded by Mr. Chamberlin. Unanimous vote.*

Fire Protection Study Committee (FPSC) Report

Committee members Chris Kelly, Gordon Newell and Jean Kitchen were in attendance for this portion of the meeting and called their meeting to order. The FPSC is reviewing the old formula and will be recommending a new formula. The budget for this item has increased however West Groton Water has agreed to level fund to last year's budget. They have been working on the formula for fire hydrants and it is complex. They wanted to give the BOS as much notification as possible given the financial situation of the town. They will be providing the BOS with a Majority/Minority Report (as they are not in consensus) as soon as possible.

Mr. Chamberlin noted that Capital Planning Meeting with Josh Degen is being rescheduled for the next meeting, as Mr. Degen was unable to attend.

Mr. Chamberlin also noted that the BOS will not be meeting next week

Emergency Management Agency (EMA) Director Discussion

Mr. Hartnett stated that this position currently filled by John Hewitt who had to resign due to health problems is very important and need to be filled ASAP. There were four people interested in this position and they were all in attendance: Leroy Johnson, Larry Swezey, Bill Shute and Heather Hewitt. John Hewitt was also in attendance. There is going to be Local Emergency Planning Committee on Wednesday and there are a lot of things that need to be done.

Mr. Hewitt stated that since 9/11 and Homeland Security, there are a lot of plans to be written and updated and further stated that his replacement has to be very knowledgeable of the Hams radio operator portion, the Shelter portion and the Haz Mat portion. He further stated that Emergency Management is "not like it was years ago." He wanted the BOS to carefully choose the most qualified person.

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Mr. Hewitt continued that Bill Shute does the Haz Mat portion of the EMA and he's done a terrific job. Larry Swezey is terrific with the "radio people" and Leroy has been his assistant for many, many years.

Mr. Chamberlin commented that if Roy is functioning as Deputy, "we will want to proceed ASAP without undue haste for the right process of soliciting the new Director." Mr. Cunningham inquired of the Board what kind of timeline they were interested in. Ms. Kitchen stated that this whole process should include the Police and Fire Chiefs.

Mr. Hewitt concurred and further stated that the auxiliary police were under him as the Director because he worked for the Police Department and that EMA teaches them First Responder but that the Police Chief is their boss until they are called to an Emergency Management situation

Mr. Chamberlin inquired of Roy Johnson, Bill Shute, Larry Swezey and Heather Hewitt asking if they were all interested in the position. All except for Larry Swezey indicated that they were.

Ms. Kitchen stated that there is a job description for this position and the BOS would need to advertise it and bring forward the candidates.

Chief Mulhern suggested in the interim to make Mr. Johnson officially as acting director and to seek the input of the Fire Chief who should have great input into this process, as the Fire Department will directly and most impact the work they do secondary to Police Department. Chief Mulhern also agreed with Ms. Kitchen that they should tweak the job description. Further he added that the police auxiliary does provide an important function for this town. They have given generously of their time and support to us, and the Chief would like to see this program continue and grow. The auxiliary does not do details; however they do parades, Grotonfest, First Night. They serve a great function with traffic and support.

Mr. Swezey commented on Mr. Hewitt's view of how the scope of the EMA Director job has changed. He suggested Co Directors until everyone finds their expertise.

Mr. Cunningham favored having an acting Director to give the BOS input into the configuration with all of the specialties.

Mr. Shute spoke next. He has been meeting regionally with emergency planning committees and has been doing quite a bit to get certified in Haz mat area of emergency planning committee. He is the current Chairman of Local Emergency Planning Committee, which deals with quite a bit of coordination of annexes on terrorism. Also there are grants available for Haz Mat whether being done as a town or regionally. Mr. Shute further stated that he felt a Co Director would work as far as he was concerned. He felt we should not be talking about a great deal of time before the permanent position is filled.

Mr. Johnson has no objections either. He noted that in the past, he's had as many as three assistant directors. He also noted that Ms. Hewitt has a lot of expertise in the shelter system, in snowstorms and when the Nashua River overflows. He also noted that there will be a lot of changes in the next few months or weeks regarding Homeland Security.

Mr. Hewitt was of the opinion that there can only be one boss.

Mr. Cunningham suggested to have Mr. Johnson, the Deputy, act as interim and then solicit applications and solicit input for restructuring of the EMA.

Mr. Cunningham moved to appoint Roy Johnson as Interim Acting Director of Emergency Management Agency. Seconded by Mr. Hartnett. Unanimous vote.

Ms. Kitchen asked for the updated equipment list that Mr. Hewitt has been working on.

Chief Mulhern stated that he would encourage all the people here tonight to please stay involved. They are all valuable to the Town and a very important part of government and we need to keep them there. Mr. Chamberlin concurred and added that he would encourage close collaboration.

Mr. Hartnett added to John Hewitt that the BOS "thanks you for the many, many years of service to town and hopes that John will continue to advise them with his past expertise." He told the public that "John is ill and we are sad to lose John. He has done a great job and served the town well. We wish him good health." John Hewitt received great applause for a job well done.

Council On Aging Appointment - Elizabeth Theriault

Mr. Chamberlin stated that Ms. Theriault is certainly a well-qualified applicant. *Mr. Hartnett moved to appoint Elizabeth M. Theriault as a member of the Council On Aging, term to expire June 30, 2005. Seconded by Mr. Chamberlin. Unanimous vote.*

Administrative Officer Report

Mr. Chamberlin mentioned that the BOS was notified that Mr. Maloomian had resigned. *Mr. Hartnett move to accept the resignation of Bill Maloomian from the Finance Committee effective immediately. Seconded by Mr. Chamberlin. Unanimous vote.*

Ms. Kitchen stated that there have been two meetings with the Town of Townsend regarding Advanced Life Support (ALS), one of which consisted of Town Accountant Valerie Jenkins and Finance Committee Representative Stuart Shuman. They will be presenting a couple of different scenarios for the financials of \$50,000. She also stated that they will provide the service and will take anything they can get. Basically \$50,000 will pay for new vehicle and a paramedic.

Mr. Hartnett stated, "We should pay something."

Mr. Chamberlin stated that the previous meeting when Ambulance Director Roy Shepherd presented to Groton that his presentation was "not threatening and makes me want to go the extra mile" and that the "Town of Townsend shouldn't be subsidizing calls to the Town of Groton."

Ms. Kitchen stated that the Finance Committee will need to review the cost; and although Townsend has reserves, it also covers Basic Life Support.

Review/Approve Design Contract for West Groton Park - Garden Gate Landscapes

Carl Canner was in attendance for this portion of the meeting. The state awarded a grant in the amount of \$25,000, which will go away is not used by October 1, 2003 and the town meeting voted \$25,000. This proposal is part of these monies and the project.

Chief Mulhern mentioned that he and Tom Delaney have viewed the site with the new senior housing there. There is an issue of pedestrian safety there. The grading level needs to be addressed.

Mr. Cunningham moved to enter into and accept the proposal for the West Groton Park, total fee not to exceed \$6,000. Seconded by Mr. Hartnett. Unanimous vote.

Mr. Canner reminded the BOS that the dredging portion of this project cannot be delayed any further. Ms. Kitchen stated that she could have Tom Delaney can stockpile some of the materials bnto expend some of these funds. Mr. Chamberlin requested that Ms. Kitchen call Littleton Environmental.

On another matter, Mr. Hartnett inquired about the Vlahos building. Mr. Canner stated that he approached Mr. Vlahos and he was quite hostile about it. Ms. Kitchen stated that according to the Building Inspector it was not condemnable. The BOS asked her to inquire of the Building Inspector and Fire Chief to inspect it again especially the accessible portion from the basement. Minimally it should be all boarded up.

Mr. Chamberlin inquired if the BOS would like to comment on the concept plan to be submitted to the Planning Board for the proposed restaurant on Gibbet Hill. He thought it to be an "intriguing proposal."

Mr. Steve Webber was in the audience and asked to comment. He stated that they are proposing to turn the 2nd barn furthest from the street with a cellar into a restaurant. The zoning however would need to be changed by a Town Meeting Vote from R-A to R-B. If approved they would be making a new access off Route 40 as the access now is at a bad spot and would need to make for additional parking. The would be using the first floor and the half of the second floor for a bar area with the potential for a meeting place below in the cellar; building a new kitchen; apply for to hook up to town sewer when capacity appears there; not sure as of yet how to move the farming operation because they would like to keep the bulls and cows there if they can "break even." Mr. Webber indicated that he would also need to apply for a liquor license.

Mr. Chamberlin stated that he thought it to be "a neat idea" and is generally supportive of it.

Mr. Cunningham added that he too is agreeable with the project and would like to see it in town. He generally is supportive of business in town and this concept plan for town meeting.

The BOS asked Ms. Kitchen to send a letter of general support to the Planning Board.

Mr. Cunningham moved to adjourn the meeting at 8:30 p.m. Seconded by Mr. Hartnett. Unanimous vote.

Approved: _____
Thomas D. Hartnett, Clerk

Respectfully submitted,
Maria Casey,
Administrative Secretary

Date Approved: February 24, 2003