

**BOARD OF SELECTMEN
OCTOBER 20, 2003
REGULAR SESSION MINUTES
"APPROVED"**

Present: Thomas D. Hartnett, Chair; George F. Dillon, Jr., Vice Chair; John L. Saball, Clerk; Peter S. Cunningham, Member; Virginia C. Wood, Member ; Administrative Officer Jean E. Kitchen; and Kathleen Newell, Office Assistant.

The meeting was called to order at 7:00 p.m.

Treasurer Christine Collins – Authorization for Project Evaluation Report (PER) – Sewer Department

Mr. Cunningham moved to take action as requested in the memorandum (enclosed herein): (1) That the Town shall issue bonds for a Project Evaluation Report (PER) to conduct long-term planning for Sewer System needs for West Groton, Lost Lake and areas abutting the sewer District and for determining the extent and location of infiltration and inflow within the existing sewer system (the "Project"), in a principal amount not in excess of \$311,141 (the "Bonds") authorized under Article 17 of the Warrant at the Special Town Meeting held on September 23, 2002 (\$330,000), pursuant to Chapter 44 Section 7(1), and Chapter 29(C), of the Massachusetts General Laws, as amended.

(2) The Bonds shall be issued initially as one registered bond, shall be dated, shall mature in annual installments and bear interest on such day or days in each year as may be approved by the Town Treasurer and a majority of the Board in accordance with the schedule set forth in Schedule C to a certain Loan Agreement dated August 18, 2003, hereinafter described (the "Agreement"), such approval to be evidenced by their execution of the Bonds. The Bonds shall be issued in such manner and form as the signatories shall approve by their execution thereof.

(3) That the Bonds shall be sold to the Massachusetts Water Pollution Abatement Trust (the "Trust") in accordance with the terms of the Agreement.

(4) That in order to evidence the sale of the Bonds, the Chairman of the Board, Vice Chairman of the Board, the Town Treasurer or any other appropriate official of the Town are each hereby authorized and directed to execute, attest and deliver, in the name and on behalf of the Town, the Agreement in substantially the form submitted to this meeting, which form is hereby approved, with such changes therein not inconsistent with this vote as may be approved by the officer executing the same on behalf of the Town. The approval of such changes by said officer shall be conclusively evidenced by the execution of the Agreement by such officer.

(5) That in order to evidence the sale of the Bonds, the Chairman of the Board, Vice Chairman of the Board, the Town Treasurer or any other appropriate official of the Town are each hereby authorized to execute, attest and deliver, in the name and on behalf of the Town, the Project Regulatory Agreement dated May 1, 2003 (the "Project Regulatory Agreement") as may be required by The Commonwealth's Department of Environmental Protection in connection with the issuance of the Bonds to the Trust, in substantially the form of the Project Regulatory Agreement submitted to this meeting, which form is hereby approved, with such changes therein not inconsistent with this vote as may be approved by the officers executing the same on behalf of the Town. The approval of such changes by said officer shall be conclusively evidenced by the execution of the Project Regulatory Agreement by such officer.

(6) That the Town Treasurer is hereby authorized to cause a facsimile of our signatures to be engraved or printed on the Bonds or any notes issued in anticipation thereof hereinbefore described as authorized by Chapter 44, Section 16A, of the Massachusetts General Laws, as amended, and we hereby adopt as and for our official signatures the facsimile signatures, if any, so printed thereon.

7) That the Chairman of the Board, the Vice Chairman of the Board, the Town Treasurer, the Town Clerk, the signers of the Bonds and any other appropriate official of the Town are hereby authorized to execute and deliver any and all certificates and documents and to take any and all actions necessary or convenient to carry out the provisions of this vote, including delivering the Bonds against payment therefore.

(8) That we accept any and all grants available to the Town from the Trust.

(9) That all things heretofore done and all action heretofore taken by the Town and its officers and agents in its authorization of the Project and its financing are hereby ratified, approved and confirmed. Mr. Dillon seconded. Unanimous vote.

Housing Authority – Pilot – Nashua Road

Ms. Christine Pude was present for this portion of the meeting. Ms. Pude, Executive Director of the Housing Authority stated that the Housing Authority had purchased a handicapped- accessible three-bedroom single-family home that will be added to their inventory to be rented to a low-income family. Ms. Pude explained that under the statutes of the Commonwealth of Massachusetts the real and tangible personal property of a local housing authority is deemed to be public property used for essential public and governmental uses and is therefore exempt from taxation, betterments and special assessments. Ms. Pude stated that the Housing Authority would make a Payment in Lieu of Taxes (PILOT) on the newly constructed home. Mr. Hartnett asked what the amount would be. Ms. Pude explained that the annual PILOT payment was based on a formula which is $(1/2 \text{ Full Value Tax Rate} + \$100.00) \times \text{the number of bedrooms}$. Ms. Pude stated the Board

would need to approve the PILOT and designate a signatory authority. Mr. Dillon asked how the occupant was chosen. Ms. Pude stated that as a state program the eligibility is based upon family income. Mr. Cunningham asked if the Board of Selectmen or Assessors would be the appropriate authority. The Board concurred that they would be the signatory authority and would then forward information to the Town Accountant and Treasurer.

Mr. Cunningham moved to enter into an agreement with the Housing Authority to accept Payment in Lieu of Taxes for a single-family 3-bedroom handicapped accessible home located at 285-A Nashua Road in Still Meadow sub-division. Mr. Saball seconded. Unanimous vote.

Ms. Pude stated there was another parcel of land owned by the Housing Authority, which consists of 14 acres, however there are wetland issues in the front portion of the property. Ms. Pude stated the Housing Authority had been approached by a for profit developer who had a parcel adjacent which would provide access to the rear portion of the 14 acre parcel. Ms. Pude stated that the Housing Authority would like to explore the possibility of developing a project with a for profit developer to provide low income, possibly Chapter 40B moderate and market income housing. Ms. Collette stated that this would be a good opportunity to make use of the parcel given to the Housing Authority with the adjacent would provide upland access to the back portion of the property and would be a good way to increase the Town's affordable housing needs. Ms. Pude stated the next meeting of the Housing Authority is on November 12, 2003 at 119 Lowell Road; Mr. Cunningham stated he would attend.

Finance Committee Appointment – Ann Walsh

Ms. Wood moved to appoint Ann Walsh to the Finance Committee to fill the un-expired vacant three-year term to expire June 30, 2004. Mr. Cunningham seconded. Unanimous vote.

Finance Committee – Special Town Meeting Overview

Mr. Win Nordblom suggested it would be helpful to do an overview of the Special Town Meeting Warrant Articles for the Board of Selectmen and at Special Town Meeting, emphasizing that Special Town Meeting is about balancing the budget. Mr. Nordblom referenced and reviewed a chart, which is included in the Warrant entitled Finance Committee's Overview of Special Town Meeting (enclosed herein).

Acceptance of Deed of Land – W. Groton Service Station

Mr. Cunningham moved to execute the Acceptance of Deed pursuant to the authority granted to us by the vote under Article 7 of the October 16, 2000 Special Town Meeting. Mr. Dillon seconded. Unanimous vote.

Budget Discussion - Joint Hearing with Finance Committee and Capital Planning Committee

Mr. Hartnett stated that presently the Board of Selectmen have a public hearing on Articles only and the Finance Committee has a public hearing on Articles and Budgets, he would like to entertain the idea of combining hearings on articles and possibly on budgets. Mr. Nordblom stated that it would be a good idea to do joint hearings on articles, however not the budgets. Ms. Wood stated that the budgets are the responsibility of the Finance Committee and the goal is public education. The Board concurred it would be appropriate to have the Finance Committee meetings televised.

Weed Harvester Committee Appointment – Bradley D. Harper

Mr. Cunningham moved to appoint Bradley D. Harper to the Weed Harvester Committee for the one-year term to expire June 30, 2004. Mr. Dillon seconded. Unanimous vote.

Review Regular Session Minutes of October 6, 2003

Mr. Cunningham moved to approve the Regular Session Minutes of October 6, 2003 as amended. Mr. Dillon seconded. Unanimous vote.

Selectmen Liaison Updates

The Board reviewed their Goals and Objectives, which Ms. Wood updated.

Mr. Hartnett moved to adjourn at 8:45 p.m. Mr. Dillon seconded. Unanimous vote.

Approved: _____
John L. Saball, Clerk

Respectfully submitted,
Kathleen Newell, Office Assistant

Date Approved: October 27, 2003

Enclosure (1): Finance Committee Overview of Special Town Meeting