

**BOARD OF SELECTMEN  
NOVEMBER 24, 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.

**Housing Plan Discussion**

Mr. Josh Degen, Ms. Carolyn Perkins, Ms Terry Ragot, Mr. Stuart Shuman, Ms. Chase Duffy, Ms. Chris Pude, Mr. Rod Hersh, Dr. John Bruner, Mr. Bruce Easom, Representative Robert Hargraves were present for this portion of the meeting.

Ms. Wood explained that this joint meeting was a result of an inundation of Chapter 40B housing projects. Ms. Wood stated that it has been a goal of the Town to provide affordable housing to all members of the community, however with most Chapter 40B plans the Town loses the opportunity to control quality. Mr. Degen stated that the Planning Board has a by-law for subdivisions allowing 10% affordable, however that doesn't raise the required number of units it merely keeps pace. Ms. Ragot stated the reason 10% is important is to receive discretionary funds from the state. Ms. Wood stated that currently the required number of affordable units is 330, the Town currently has 111 and we need to develop a plan to achieve the necessary 220 units. Mr. Cunningham stated there is the need to increase inventory of affordable housing and we need to find funding sources, also a town-owned property with a prudent plan in place would be very beneficial. Ms. Woods suggested that in terms of housing strategy, a housing task force could be created under the Board of Selectmen, purchasing existing housing for affordable housing, use of existing apartments, community preservation act, private schools have a lot or rental housing and is it possible for them to put deed restrictions on the housing which would bring them into rental numbers. The consensus was that it is necessary to determine what units qualify. Mr. Hartnett asked the Light Commissioners for comments on the land located on Route 40. Dr. Bruner stated there were some concerns with the property. Mr. Hersh stated that GELD has looked into the property in depth and it does not meet their needs. Ms. Wood corrected Mr. Hersh that we weren't thinking of the Brownloaf property for them, but the potential of a land swap with Gloria Fucillo's land.

The group discussed the recent MRPC report. The consensus was that the report had incorrect data and was disappointing. Mr. Cunningham stated the various boards would need to pull together as a group and interface with MRPC. Mr. Hartnett queried the Board on their opinions of creating a committee, how big and which representatives. The board suggested members from the Housing Authority, Housing Partnership, Zoning Board of Appeals, Planning Board, Board of Selectmen, Conservation Trust, Council on Aging and a Member at Large.

**Alcohol Licensing – Maria Casey**

Ms. Wood recused herself at 8:00 p.m.

Ms. Casey explained the permitting procedure for the newer members of the Board. Ms. Casey stated that a memo had been received from Town Counsel which stated the Department of Industrial Accidents would be monitoring the towns for proper licensing, which includes a copy of certificate of Insurance for Workers' Compensation policies.

*Mr. Cunningham moved to approve the renewal of a Common Victualler License, to serve All Kinds of Alcoholic Beverages, for the following establishments:*

*Amesbury Restaurant Corp. d/b/a Groton Jade Restaurant, Raymond Chun Ng, Manager*

*R.C. Kimball, Inc. d/b/a Oliver's Grille & Pub, Cheryl Hryniewich, Manager; licenses to expire December 31, 2004.*

*Seconded by Mr. Saball. Unanimous vote.*

*Mr. Cunningham moved to approve the renewal of a Retail Package Goods Store License for the sale of Wines and Malt Beverages to Norman & Rena E. Gagne d/b/a Groton General Store, license to expire December 31, 2004.*

*Seconded by Mr. Dillon. Unanimous vote.*

*Mr. Cunningham moved to approve the renewal of Retail package Goods Store license for the sale of All Kinds of Alcoholic Beverages to Groton Market, Inc., John M. Madigan, Manager and to Denis H. Marchand and Estelle E.*

*Marchand d/b/a Craven's Package Store, licenses to expire December 31, 2004. Seconded by Mr. Dillon. Unanimous vote.*

*Mr. Cunningham moved to approve the renewal of General On Premise License for the sale of All Kinds of Alcoholic Beverages to the Groton Country Club & Recreation Authority, Brad Durrin, Manager, for the Snack Bar/Lounge, Pavilion, and Function Hall, licenses to expire December 31, 2004. Seconded by Mr. Dillon. Unanimous vote.*

*Mr. Cunningham moved to approve the renewal of an Inn-holder License for All Kinds of Alcoholic Beverages to be drunk on the premises for the Groton Stage Coach Inn & Tavern, Inc., license to expire December 31, 2004, contingent upon a copy of Certificate of Insurance for Workers' Compensation Policy. Seconded by Mr. Dillon. Unanimous vote.*

### **Public Entertainment on Sunday Licenses**

*Mr. Cunningham moved to approve a Public Entertainment on Sunday License for the following establishments, all licenses to expire December 31, 2004:*

*Amesbury Restaurant Corp. d/b/a Groton Jade Restaurant – for disc jockey, piano player, folk singer, and small band; Groton Country Club & Recreation Authority – for live entertainment and disc jockey; Groton Stage Coach Inn & Tavern, Inc. – for live entertainment (dinner music), small bands, and occasionally disc jockey. Seconded by Mr. Dillon. Unanimous vote.*

### **Fuel Certificate of Registrations**

*Mr. Cunningham moved to approve a Certificate of Registration for Fuel Storage for the following establishments/individuals, certificates to expire April 30, 2004:*

*A.L. Prime, Nasser Buisier; Groton School; Groton Highway Department; May & Hally, Inc.; and New England Business Service. Seconded by Mr. Dillon. Unanimous vote.*

Ms. Wood returned at 8:11 p.m.

### **Replacement of Early Retirement Vacancy – Police Department – Custodian, Water Department – Laborer, Water Department Inspector/Auto CAD – Larry Swezey**

Mr. John Estabrook and Mr. Larry Swezey were present for this portion of the meeting. Mr. Estabrook explained that the Custodian II position at the Public Safety Complex needed to be filled because of a retiring employee. He explained that the position has 25 hours of which 12 hours can be taken over by another custodian who currently has 28 hours bringing that position to 40 hours with no additional cost in benefits. The additional 13 hours could be covered by hiring a part-time custodian I that is needed at other buildings, plus 3 hours at the Lost Lake Fire Station. The Municipal Maintenance Department will assume the cost in its budget for the custodian II position, plus the increase of sixteen hours per week for the new custodian I position.

*Mr. Cunningham moved to authorize the Maintenance Supervisor to hire a new part-time Custodian I for 13 hours per week and additional 12 hours per week for Custodian II position. Seconded by Mr. Dillon. Unanimous vote.*

Mr. Larry Swezey stated that there was a need to replace a retiring employee for a custodial position and for a GIS/Auto CAD Inspector. Mr. Cunningham stated the two requests should be considered separately and the Inspector position was created prior to falling on hard times. Mr. Swezey stated that this is a position in a new field, and they want to train an individual who will stay with the task and can learn and grow within the position.

*Mr. Cunningham moved to enable the Water Commissioners to hire a replacement for the retiring individual. Seconded by Ms. Wood. Unanimous vote.*

*Mr. Cunningham moved to allow the Water Commissioners to hire a GIS Inspector/CAD position. Seconded by Mr. Dillon. 4 in favor, 1 against (Wood).*

Ms. Wood stated that hydrant fees are increasing by \$30,000 and this position pays \$40,000 and she feels that the Water Department is an enterprise fund and should pay its own employees.

### **Review Regular Session Minutes of November 17, 2003**

*Mr. Cunningham moved to approve the Regular Session Minutes of November 17, 2003 as amended. Mr. Dillon seconded. Unanimous vote.*

### **Review Work Session Minutes of November 19, 2003**

*Mr. Cunningham moved to approve the Work Session Minutes of November 19, 2003 as amended. Mr. Dillon seconded. Unanimous vote.*

**Administrative Officer Report**

Ms. Kitchen stated that the Town had closed on the West Groton Service Station on Friday. Mr. Hartnett asked if Mr. Delaney would be coming before the Board with an update. Ms. Kitchen stated that there wasn't a lot of work to do on the property to get it ready for use by the Highway Department.

**Selectmen Liaison Updates**

Mr. Saball stated he attended a meeting with John Walsh and Susan Ragusa at Nashoba Valley Medical Center on November 18 regarding the establishment of an ALS base. Mr. Saball stated the hospital has an interest in establishing a base, which would provide fast rapid response and would provide an additional transport unit and additional manpower nearby. Mr. Saball stated that Medstar was ready to start, possibly in mid December and the Hospital is eager to provide space to operate from.

*Mr. Hartnett moved to adjourn at 8:58 p.m. Seconded by Mr. Dillon. Unanimous vote.*

Approved: \_\_\_\_\_  
John L. Saball, Clerk

Date Approved: December 8, 2003, 2003

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*Respectfully submitted,*  
Kathleen Newell, Office Assistant