

**BOARD OF SELECTMEN  
DECEMBER 8, 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 7:40 p.m.

**Library – Sunday Hours – Owen Shuman**

Ms. Owen Shuman, Kristen Von Kampe, and Ms. Valerie Jenkins were present for this portion of the meeting. Ms. Shuman stated that the library had received an anonymous gift to fund Sunday hours at the Library for 14 weeks starting January 4, 2004. Ms. Shuman stated that she had spoken with Ms. Jenkins and received approval from the Personnel Board. Ms. Shuman stated that there had been a pilot program last year, which was extremely successful. Ms. Jenkins stated her questions had been answered, however it was unusual to pay a premium to one department for Sunday hours. Ms. Jenkins stated that she wanted the approval of the Board in the event any other departments had questions about paying a premium for Sundays. Ms. Jenkins emphasized that this was not a pilot program but a limited program. The Board reached a unanimous consensus to approve the Sunday hours.

**Highway Surveyor Update**

Mr. Tom Delaney was present for this portion of the meeting. Ms. Kitchen had asked Mr. Delaney to give an update on the recent snowstorm. Mr. Delaney stated that the Highway Department had been working 36 hours. Mr. Delaney stated that the sidewalks in the center of town had not been cleared due to an equipment breakdown. Ms. Kitchen stated that there had been some calls about the sidewalks and concern for children and elderly safety. Ms. Kitchen suggested that the business owners along Main Street could clear the sidewalks in front of their establishments. Mr. Cunningham inquired if there were an ordinance requiring that, Ms. Kitchen stated that there was not, but it would be a good idea. The Board commended Mr. Delaney and the Highway Crew on their efforts to keep the roadways clear and safe.

**Public Hearing – Proposed Change of Ambulance Rates**

Mr. John Walsh and Ms. Susan Ragusa were present for this portion of the meeting.

*Mr. Cunningham moved to open the public hearing at 8:00 p.m. Seconded by Mr. Dillon. Unanimous vote.*

Mr. Hartnett read the Public Hearing Notice.

Mr. Walsh stated the rates had gone up from the rates published. Ms. Ragusa explained the reason for the rate increase was due to a change in Medicare billing. Ms. Ragusa stated Medicare uses a phasing fee schedule and the town is not able to bill for ancillary services. Ms. Ragusa stated that if the base rates are not increased, less revenue will be collected from Medicare patients who currently make up 40 percent of the call base. Mr. Walsh stated that the insurance company is billed and the Town accepts the insurance payment as payment in full. Ms. Kitchen stated that for uninsured patients there is the trust fund available. Ms. Kitchen stated that if the rates are different from those advertised there would need to be a new hearing. The Board decided they would vote to approve the current rates and EMS could return with the new rates at another hearing.

*Mr. Cunningham moved to approve the fee increases as follows:*

	<i>Current Rate</i>	<i>Proposed Rate</i>
<i>BLS Base Rate</i>	\$242.37	\$350.00
<i>ALS Base Rate</i>	\$318.92	\$385.00
<i>Oxygen</i>	\$ 44.65	\$ 50.00
<i>Airways</i>	\$106.37	\$110.00
<i>MAST</i>	\$ 63.82	\$ 65.00
<i>IV</i>	\$ 95.66	\$100.00
<i>Monitor</i>	\$133.96	\$140.00
<i>Defibrillation</i>	\$ 95.66	\$100.00
<i>Mileage</i>	\$ 10.85	\$ 15.00

*Seconded by Mr. Saball. Unanimous vote.*

*Mr. Cunningham moved to close the hearing at 8:20 p.m. Seconded by Mr. Saball. Unanimous vote.*

Mr. Saball read a letter from Mr. Walsh commending the Emergency Medical Technicians responding to the accident on Hollis Street.

### **Order of Taking – Nicole Lane**

*Mr. Cunningham moved to approve the Order of Taking for Nicole Lane as shown on a plan of land entitled “Gilson Estates As-Built Plan of Nicole Lane in Groton, Mass. Prepared for Gilson Estate Trust, dated July, 2001, prepared by David E. Ross Associates, Inc.” Seconded by Ms. Wood. Unanimous vote.*

### **Class II License Renewals**

*Mr. Cunningham moved to approve the renewal of the following Class II Licenses, contingent upon receipt of Tax Attestation, Workers’ Compensation Certificate of Insurance and proof of \$25,000 bond executed by a surety company authorized by the Insurance Department to transact business in the Commonwealth, licenses to expire January 1, 2004: Frederick A. Miller d/b/a Miller’s Classic Cars; Groton Towing, Inc. Seconded by Mr. Dillon. Unanimous vote.*

### **Certificate of Registration for Fuel Storage**

*Mr. Cunningham moved to approve Certificate of Registration for Fuel Storage for the following establishments, certificates to expire April 30, 2004: Hollingsworth & Vose; Peterborough Oil Company a/k/a Mr. Mike’s Mobil. Seconded by Mr. Dillon. Unanimous vote.*

### **Fire Protection/Hydrant Fee Task Force**

Chief Joseph Bosselait, Mr. Chris Kelley, Mr. John Walsh, Ms. Susan Ragusa and Mr. Frank Mastrangelo were present for this portion of the meeting.

The Board reviewed the Committee profile. Ms. Wood asked for the following be added to the Responsibilities of the committee profile: “to develop the means to accurately account for the fire protection infrastructure and its associated upgrades”. Mr. Dillon inquired as to the composition of the committee. Mr. Cunningham stated he would like to have someone with a different view look at it. Ms. Wood stated she would like to see the Fire and Water Departments involved in the process. Chief Bosselait requested that who ever the members were, they be voting members. Mr. Hartnett asked Mr. Kelley if the Water Department, in light of the formation of the committee, would the Commissioners be willing to hold the rates at bay until the committee reports its findings. Mr. Kelley stated he could not make that decision. The Board determined the committee representation as follows: finance committee, capital planning committee, planning board, and two (2) members at large, one from each water department.

*Ms. Wood moved to approve the Fire Protection/Hydrant Fee Task Force for the purpose of: reviewing the fire protection/hydrant charge report and recommend funding strategy for fire protection with five (5) members as amended. With representation from Finance Committee, Capital Planning Committee, Planning Board, two (2) members at large and a report due to the Board of Selectmen by June 30, 2004. Seconded by Mr. Cunningham. Unanimous vote.*

### **One-Day Liquor License – Nashoba Valley Chamber of Commerce, March 23, 2004, 5:30 – 8:00 p.m.**

*Mr. Cunningham moved to approve a One-Day All Kinds of Alcohol Liquor License for Nashoba Valley Chamber of Commerce on Tuesday, March 23, 2004 from 5:30 p.m. to 8:00 p.m., contingent upon receipt of Certificate of Insurance naming the Town as additionally insured. Seconded by Ms. Wood. Unanimous vote.*

### **Fire/EMS Departmental Consolidation Committee**

Chief Joseph Bosselait, Mr. Chris Kelley, Mr. John Walsh, Ms. Susan Ragusa and Mr. Frank Mastrangelo were present for this portion of the meeting.

Mr. Saball asked to make a motion to postpone this agenda item. He stated he had met with both department heads and the departments had determined they might achieve the same goals without the need for a committee. Ms. Wood stated the goals are clearly laid out and read the responsibilities from the committee charge. Chief Bosselait requested a copy of the goals and objectives as set forth by the Board of Selectmen. Mr. Mastrangelo stated his concern that patient care be the first priority and cautioned reviewing all areas inclusively. Ms. Kitchen stated that this has been on

the table for several years and is not being fast-tracked. The Board, Chief Bosselait and Mr. Walsh agreed upon returning before the Board on December 22, 2003 with a report.

*Mr. Saball moved to postpone the formation of the Fire/EMS Departmental Consolidation Committee. Seconded by Mr. Dillon. Unanimous vote.*

**Review Regular Session Minutes of November 10, 2003**

*Mr. Cunningham moved to approve the Regular Session Minutes of November 10, 2003 as amended. Seconded by Mr. Dillon. Unanimous vote.*

**Review Regular Session Minutes of November 24, 2003**

*Mr. Cunningham moved to approve the Regular Session Minutes of November 24, 2003 as amended. Seconded by Ms. Wood. Unanimous vote.*

**Review Work Session Minutes of November 25, 2003**

*Mr. Cunningham moved to approve the Work Session Minutes of November 25, 2003. Seconded by Mr. Saball. Unanimous vote.*

**Review Executive Session Minutes of November 10, 2003**

*Mr. Cunningham moved to approve and not release the Executive Session Minutes of November 10, 2003. Seconded by Mr. Dillon. Unanimous vote.*

**Administrative Officer Update**

Ms. Kitchen reviewed her weekly notes, stating the advertising for Four Corners Intersection needs to be in the spring. Ms. Kitchen stated the contract for the computer administrator is being drafted. Ms. Kitchen stated that she had done a site walk of the Brownloaf property along with Ms. Wood and Attorney Lyon and the following day walked the property again with Mr. Wolfe. Ms. Kitchen stated the Chief of Police felt a granite block could be a liability stating a fence would be a better barrier at Half Moon Road.

**Selectmen Liaison Updates**

Mr. Cunningham related that the fatal hit and run accident involving Betty Theriault is still unsolved and the police are looking for information in the case.

Mr. Hartnett stated that the lighting on Main Street is insufficient and it is incumbent upon the Town to see the street properly illuminated. Ms. Kitchen suggested having the light department go out and review the necessary areas, which need to be lit. Mr. Hartnett requested Ms. Kitchen send a letter to GELD and the Chief of Police.

Mr. Hartnett stated he had been approached and asked if there were any ways to get the silt fences removed from the Rail Trail, and requested Ms. Kitchen send a letter.

*Mr. Cunningham moved to adjourn at 9:32 p.m. Seconded by Mr. Dillon. Unanimous vote.*

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

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*Respectfully submitted,*  
Kathleen Newell, Office Assistant

Date Approved: January 5, 2003