

**BOARD OF SELECTMEN
FEBRUARY 28, 2005
REGULAR SESSION MINUTES
“APPROVED”**

Present: George F. Dillon, Jr., Chair; Peter S. Cunningham, Vice Chair (arrived at 7:55 p.m.); John L. Saball, Clerk; Virginia C. Wood, Member; Robert W. Nordblom, Member; Administrative Officer Jean E. Kitchen; and Kathleen Newell, Office Assistant

The meeting was called to order at 6:59 p.m.

Town Accountant/Treasurer Quarterly Updates

Town Accountant Valerie Jenkins, Tax Collector/Treasurer Christine Collins and Representative Robert Hargraves were present for this portion of the meeting.

Ms. Collins distributed a quarterly financial report to the Board and proceeded to review the contents (enclosed herein). Ms. Collins stated that it would be important to keep in mind when considering borrowing that the debt burden was estimated to be below 10% in 2011. Ms. Wood asked how the budget had increased in the past 10 years. Ms. Jenkins stated that a very conservative estimate was 4%. Ms. Wood asked what the Town of Groton's bond rating was. Ms. Collins stated an A+ and income levels are good.

Ms. Jenkins stated her focus was on day to day, budget to actuals and December 31, 2004 report on gifts, grants and trusts. Ms. Jenkins noted that the only item in arrears was the snow and ice budget (\$158,000 over budget at the end of February, but should be offset by FEMA). Ms. Jenkins further stated that the Gift and Trust funds were healthy.

Mr. Dillon commended both Ms. Collins and Ms. Jenkins for another job well done. Mr. Dillon stated he had attended a working session of the Community Preservation Committee and had thought it was a great meeting. Ms. Collins stated that she had been impressed with the professionalism and the practicality of the members.

GIS Committee RE: Street Index Map Adoption

Ms. Michelle Collette, Mr. Larry Swezey, and Ms. Paula Martin were present for this portion of the meeting.

Ms. Collette thanked the individuals who had reviewed the map and made suggestions. Ms. Collette requested that the Board vote to adopt the map as the official town map. Mr. Swezey presented language which would state that the map was for reference purposes and was not a legal map. Ms. Collette stated she had worked with Attorney Robert Collins to develop the language and if the Board agreed the Committee would ask Applied Geographics, Inc. to print the wording on the finalized map. Ms. Wood asked if the motion should be reviewed by Town Counsel. Ms. Collette noted that Attorney Collins and Attorney Gmeiner, who have handled many land conveyances, were comfortable with the language. Ms. Kitchen stated the motion could be contingent upon Town Counsel review.

Ms. Wood moved to adopt,(subject to Town Counsel review), the Street Map as prepared by Applied Geographics, Inc. (dated February 2005) as the Official Street Index Map for the Town of Groton with the following conditions noted on the map:

“The streets shown on this map are those which physically exist appear to have general usage and have varying degrees of legal existence, including none at all in some instance;” and

“The adoption of this plan, and the plan itself, is for representative purposes only; it is not intended, and is not to be construed, as proof of the legal existence of the streets shown on the plan as public ways, nor as an acceptance of any obligation on the part of the Town of Groton to maintain the streets shown on the plan;” and

“The right to develop property on any street is governed by Section 218-22A of the Groton Code.” Seconded by Mr. Nordblom. 4 in favor, 1 absent (Cunningham).

Recreation Commission RE: Fees

Recreation Commissioners Peter DiFranco and Medora King; and Recreation Director Liza Judge were present for this portion of the meeting.

Mr. Cunningham stated he had met with the Recreation Commission and discussed the fees it was charging and determined

there was a need for a public hearing.

Mr. DiFranco distributed a handout reviewing the membership fees. Mr. Dillon asked when the public hearing would be held. Ms. Kitchen stated sufficient time would be needed to advertise the meeting. Ms. Kitchen asked when the fees were due. Ms. Judge stated that she used the calendar year as it was easier to do the membership during the winter months. Ms. Wood asked what a person gets for becoming a member and suggested having an online explanation of what the membership provides. Mr. DiFranco read a memo from Mr. Blough regarding a Town's right to charge fees. Ms. Wood stated she would like to have comparable information from neighboring towns before the hearing. Mr. DiFranco stated that Ms. Judge would make the information available.

Trails Committee RE: Wallace Road Parcel

Mr. Steve Legge and Mr. Paul Funch were present for this portion of the meeting.

Mr. Funch stated that the Trails Committee was asking permission to construct a trail on a town owned parcel of Wallace Road, which is an extension of the MBTA abandoned. Mr. Dillon asked if the property was Town owned. Mr. Funch affirmed. Ms. Wood stated she would like to read the language for the easement. Mr. Funch offered a map and the easement language. Mr. Dillon asked Ms. Wood if she would be comfortable addressing the issue at next week's meeting. Ms. Wood agreed.

Other Business:

Public Records Copy Charge Policy

Mr. Saball moved to adopt the Public Records Copy Charge Policy (02-05), effective immediately. Seconded by Ms. Wood. 4 in favor, 1 absent (Cunningham).

Groton Garden Club RE: Annual Plant Sale

Mr. Saball moved to authorize the Groton Garden Club to hold their Annual Plant Sale on Saturday, May 7th, from 8:30 AM to Noon, at the Town Hall at 173 Main Street. Seconded by Mr. Nordblom. 4 in favor, 1 absent (Cunningham).

Class II License Renewal – Piper's Foreign & Domestic Motors 15 Elm Street

Mr. Saball moved to approve a Class II License for Piper's Classic Imports Inc., d/b/a Piper Foreign & Domestic Motors at 15 Elm Street conditional on Zoning Board of Appeals, Case #1-05 (24-03), conditions as filed with the Town Clerk on February 14, 2005. Seconded by Mr. Nordblom. 4 in favor, 1 absent (Cunningham).

Minutes

Mr. Saball moved to approve the Regular Session Minutes of January 18, 2005, as amended. Seconded by Mr. Nordblom. 3 in favor, 1 absent (Cunningham), 1 abstention (Wood).

Mr. Saball moved to approve the Regular Session Minutes of January 31, 2005. Seconded by Mr. Nordblom. 3 in favor, 1 absent (Cunningham) 1 abstention (Saball).

Mr. Saball moved to approve the Regular Session Minutes of February 7, 2005. Seconded by Mr. Nordblom. 4 in favor, 1 absent (Cunningham).

Mr. Saball moved to approve the Work Session Minutes of February 14, 2005. Seconded by Mr. Nordblom. 4 in favor, 1 absent (Cunningham).

Release of Executive Session Minutes

Mr. Saball moved to release Executive Session Minutes of August 16, 1999; August 30, 1999; September 7, 1999; September 9, 1999; and October 12, 1999. Seconded by Mr. Nordblom. 4 in favor, 1 absent (Cunningham).

ADMINISTRATIVE OFFICER REPORT

Ms. Kitchen reviewed the following:

- Ms. Wood will be presenting four Eagle Scout Proclamations on Sunday.
- She needs to know which Board members will be attending the Heart Safe Celebration – Mr. Saball and Mr. Dillon stated they would attend.

SELECTMEN LIAISON UPDATE

Mr. Dillon reviewed the following 350th Anniversary events:

- A play called Keeping Time on March 11 & 12, 2005; tickets available at Groton Electric Light and Main Street Café.
- A concert featuring Judy Collins could be purchased from Jane Bouvier or at the Senior Center and Century 21.

- Gala Ball will be held on June 18, 2005; tickets available via mail PO Box 808, Groton.

Mr. Cunningham stated there had been some discussion regarding the Water Commission imposing new fees and asked if a letter had been sent requesting an explanation.
Mr. Dillon stated a letter was being sent requesting the Commissioners to meet with the Board.

Mr. Nordblom moved to adjourn the meeting at 8:30 p.m. Seconded by Ms. Wood. Unanimous vote.

Approved: _____	_____
John L. Saball, Clerk	respectfully <i>submitted</i> , Kathleen Newell Office Assistant

Enclosure (1): Treasurer-Collector’s Quarterly Financial Review

Date Approved: May 16, 2005