

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

**Present:** George F. Dillon, Jr., Chair; Peter S. Cunningham, Vice Chair; John L. Saball, Clerk (arrived at 6:55 p.m.); Robert W. Nordblom, Member; Administrative Officer Jean E. Kitchen; and Kathleen Newell, Office Assistant

**Absent:** Virginia C. Wood, Member

The meeting was called to order at 6:53 p.m.

**ATM Article 3 – Elected Officials Salary - Discussion**

Mr. Dillon explained that the previous week the Board had requested updated survey information which had been provided. Mr. Dillon reviewed health insurance premiums paid and varying hours of operation of comparable towns. Mr. Cunningham stated that the increase is supported by the comparables.

*Mr. Nordblom moved to place \$52,921 for the Town Clerk salary on Article 3 of the Annual Town Meeting warrant for April 25, 2005. Seconded by Mr. Cunningham. 4 in favor, 1 absent (Wood).*

**Tom Delaney, Highway Surveyor RE: S E A Consultant Contract Amendment**

Highway Surveyor Tom Delaney was present for this portion of the meeting.

*Mr. Nordblom moved to approve Amendment No. 1 for the Intersection Improvements to Route 119 and 40 between the Town of Groton and S E A Consultants, Inc. Seconded by Mr. Cunningham. 4 in favor, 1 absent (Wood).*

**Board of Selectmen and Finance Committee Public Hearing – Town Meeting Articles**

*Mr. Cunningham moved to open the public hearing at 7:04 p.m. Seconded by Mr. Saball. 4 in favor, 1 absent (Wood).*

Mr. Dillon outlined the procedure for the public hearing and read the legal notice published in the Groton Herald. *(Draft Warrant included herein.)*

**Article 1** – Mr. Cunningham asked if there had been any requests. Ms. Kitchen replied there had not.

**Article 4** – Fin Com member Garrett Boles stated this was an orphan article as it had no funding. Ms. Kitchen stated that there currently was a position of Personnel Administrator in the by-law. Mr. Cunningham stated he would like to see this position fulfilled if possible given the budget constraints. Fin Com member Steve Webber stated that the creation of the position and the funding were separate issues and should not be confused.

**Article 5** – Mr. Dillon reviewed the changes of title in personnel. Fire Chief Bosselait stated he was cleaning up the personnel descriptions.

**Article 6-** Mr. Webber stated that the reviewed the budget as follows:

- Budget is unbalanced, over 100,000 in the red, significant cutting needs to be done.
- Finance Committee will meet on Wednesday and distribute a handout with executive summary.
- Dunstable has similar budget constraints.
- Groton-Dunstable Regional School District has not voted its budget.
- CPA surtax is not included, and it will start appearing in 3<sup>rd</sup> and 4<sup>th</sup> quarters.
- No override is proposed for this year.
- Capital Articles will not use up the fund
- Fin Com has not take an position on COLA's

Mr. Cunningham asked if there were any articles which may be appropriate for the Community Preservation Committee. Mr. Webber stated that the Conservation funding and Demolition of the Norris property may be potential projects. CPC Member Mike Roberts stated that the Committee was in the process of developing a community plan within the next month and was hoping to bring some projects to the fall Town Meeting for approval.

**Article 8** – Ms. Kitchen stated there had been a question from Capital Planning if this should be a separate article. Mr. Webber recommended that the first be one article and the second should be a capital article. Mr. Webber further stated that police cruisers would be less than \$25,000 and not a capital item.

**Article 10** – Public Safety Complex parking lot

**Article 11-** Actuarial Services

**Article 13** – Ms. Jenkins stated that this did not need an article as it had been included into a line item budget. Mr. Dillon asked to have the article removed.

Article 14 – CPC Member Mike Roberts stated that this was a house keeping article setting up the accounts for the estimated \$400,000 in funds.

Article 15 – Fin Com will not recommend for the ATM

Article 16 – Mr. Dillon asked is there were a possibility of this being covered by the CPA and would recommend taking it off the warrant. Mr. Nordblom agreed. Mr. Cunningham stated he would like to see if it would fall under the Conservation or CPA. Mr. Saball concurred with Mr. Cunningham.

Article 17 – Sewer Commissioner Jim Gmeiner stated this converted the present sewer district map with new assessor maps, expansion of district and a Sewer Commission hearing will remove 2 lots on Skyfield Drive and there is an article on the STM to remove the two lots from the district.

Article 19 – Water Superintendent Tom Orcutt stated he had received an opinion from Town Counsel.

Article 22 – Planning Board is still having public hearings.

Article 24 – Canterbury Lane – Ms. Kitchen stated that the Board would be holding a public hearing on the layout.

Article 28 – Citizen's Petition

Article 29 – Citizen's Petition – Ms. Kitchen stated that the motion at Town Meeting would contain a concept plan, and the wording could not be changed because it is a citizen's petition

#### Special Town Meeting Warrant Articles

Article 2 – Mr. Dillon stated there may be more and a complete list will be published in the Special Town Meeting warrant. Ms. Kitchen asked is she would have them all to publish or should she leave it generic. Ms. Jenkins stated it would require a 9/10ths vote and suggested leaving the description generic.

Article 5 – Mr. Dillon reviewed the article and asked if it would be funded from free cash. Ms. Kitchen stated the motion would state the source.

Article 7 – Sewer Commissioner Jim Gmeiner stated the project would be combined with the hope of realizing some savings. Ms. Jenkins stated she had thought the reason for voting two separate construction costs was to have a better idea of the cost of the betterments.

*Mr. Cunningham moved to close the public hearing at 8:27 p.m. Seconded by Mr. Saball. 4 in favor, 1 absent (Wood).*

#### Other Business:

##### One-Day Liquor License – First Parish Church

*Mr. Cunningham moved to approve a One-Day Liquor License for Wine & Malt for Annie Rayhill on behalf of First Parish Church on Saturday, April 9, 2005 from 5:00 p.m. to 11:00 p.m. at First Parish Church, 1 Powder House Road, Groton, Mass. Seconded by Mr. Nordblom. 4 in favor, 1 absent (Wood)*

#### ADMINISTRATIVE OFFICER REPORT

Ms. Kitchen reported the following:

- There is a new cable messaging system.
- Two Chap. 40B projects had been received Jenkins Road and Throne Hill (200 units)
- Grants are available to the Fire Department for funding of personnel through Terrorism Acts.
- Draft Memo for annual appointments.
- Final Draft of Press Release for review.

Mr. Saball asked if the press release was something that should come from the Board or the Fire Department and if the inquiries were directed to the Department or the Board. Ms. Kitchen stated the inquiries had been directed to both.

#### SELECTMEN LIAISON UPDATE

Mr. Cunningham stated that there would be a meeting tomorrow night with the School Committee in Dunstable in a series of interviews for the prospective candidates for superintendent.

Mr. Dillon stated that next Monday the Board of Selectmen would take positions on the Warrant Articles.

Ms. Kitchen asked if they Board would like to finalize the budget recommendations. Mr. Cunningham stated that he would like to wait for the Finance Committee recommendation.

Mr. Dillon stated that he had attended a meeting of the ConductorLab Committee which had been very interested and Honeywell appears to be doing a good job in their efforts to clean the site and commended Mr. Blackman and the Committee for their efforts.

Mr. Dillon stated that the Water Commission would be holding a public hearing on Tuesday regarding its fees.

Mr. Dillon stated that the World Series trophy had been on display at River Court which he had attended with his grandchildren.

*Mr. Nordblom moved to adjourn at 8:40 p.m. Seconded by Mr. Cunningham. 4 in favor, 1 absent (Wood).*

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

\_\_\_\_\_ respectfully *submitted*,  
Kathleen Newell  
Office Assistant

Enclosure (2): ATM Warrant (Version 6) and STM Warrant (Version 3)

Date Approved: May 16, 2005