

**BOARD OF SELECTMEN
JUNE 20, 2005
REGULAR SESSION MINUTES
“APPROVED”**

Present: George F. Dillon, Jr., Chair; Peter S. Cunningham, Member; Mihran Keoseian, Member; Administrative Officer Jean E. Kitchen, and Kathleen Newell, Office Assistant

Absent: John L. Saball, Vice Chair; Robert W. Nordblom, Clerk;

The meeting was called to order at 7:05 P.M.

Town Accountant Valerie Jenkins RE: Ambulance Write-Offs

Ms. Valerie Jenkins was present for this portion of the meeting.

Ms. Jenkins reviewed a memo to the Board detailing the uncollectible bills from FY02 – FY06. Ms. Jenkins stated that all efforts to collect FY02 and FY03 bills had been exhausted and either the patients could not be found, had expired or were destitute. Ms. Jenkins stated that she was reserving some bills from FY04 for which continued attempts for collection would be made. There were also some unidentifiable bills from FY05 to be abated. Mr. Dillon asked when Coastal Billing Services had taken over the billing and what percentage they were paid. Ms. Jenkins stated that Coastal had started in FY03 and were paid approximately 1.5%.

Mr. Cunningham moved to authorize the Town Accountant to abate \$20,063.92 on behalf of the Groton Fire Department Ambulance bills for FY02, FY03, FY04, and FY05. Seconded by Mr. Keoseian. 3 in favor, 2 absent (Saball and Nordblom).

Fire Chief Bosselait RE: “SAFER” Grant and ALS Discussion

Fire Chief Joseph Bosselait was present for this portion of the meeting.

Chief Bosselait reviewed the SAFER Grant which is a prorated five-year grant process for the purpose of increasing staff. Chief Bosselait stated he would like to apply for two additional full time firefighters. Chief Bosselait stated that the budget if funded would be \$65,000,000 for the country and a maximum grant funded would be \$100,000 over the span of five years. Mr. Dillon stated that there were currently the Chief, two full-time firefighters and another funded position which was per diem. Chief Bosselait stated that the per diem position was not full-time. Mr. Dillon asked if the per diem position would be considered in the current staffing requirements for the grant. Chief Bosselait stated that the current staffing level needs to be maintained throughout the five year grant to be eligible. Mr. Cunningham asked if the position(s) would be firefighter/EMT trained. Chief Bosselait stated the grant was not specific, however most towns are requiring the combination training.

Chief Bosselait stated that the District Chiefs had hired a grant writer who specializes in State and Federal level grants to review the grant application. Mr. Dillon asked when the deadline was. Chief Bosselait stated June 30, 2005. Mr. Keoseian asked if there were any stipulations i.e. local guidelines. Chief Bosselait stated the need to maintain staffing through the next five years and the grant for covering the salary portion for the towns. Mr. Cunningham asked why the Chief was seeking two positions. Chief Bosselait stated that growth was the factor and the goal would be five employees for the daytime shift to afford better ambulance and fire coverage. Chief Bosselait stated that two cover for ambulance and three could safely cover for fire. Mr. Cunningham asked what the status was of call firefighters. Chief Bosselait stated that it was an unknown factor, because many firefighters work out of town and five firefighters/EMS positions would guarantee the Town’s minimum requirements. Chief Bosselait noted that there had been 700 ambulance calls and 400 fire calls last year.

Mr. Dillon asked what the department’s future goals were and what the Town was committing to in two or more firefighters. Chief Bosselait stated he had been looking at possibly a Deputy Chief and a full time firefighter, but the grant lends towards line firefighters. Discussion ensued relative to the per diem shift.

Mr. Cunningham stated that he would support one grant position but two might be a stretch given the past financial history. Mr. Cunningham further noted that the grant would probably be available in the future. Ms Kitchen noted that a similar grant for police officers was available more than one year. Ms. Kitchen asked if the Board would like to see statistical data on the number and types of calls the department receives. Mr. Cunningham noted that information would be helpful. Mr. Dillon

stated that he would support one firefighter and would also like to review the data. Mr. Dillon asked if the Board would like to delay until the following week. Mr. Keoseian noted that did not give Chief Bosselait much time to prepare the grant which was due June 30th. Chief Bosselait noted that the grant was completed and asked if the Board wished to see a copy. Chief Bosselait stated that if Ms. Kitchen were to send him specific questions he could e-mail the grant writer and get the answers. Ms. Kitchen scheduled Chief Bosselait on the June 27, 2005 agenda.

Chief Bosselait gave an overview of the ALS service: medic one of Townsend is the primary; Medstar from Nashoba; Ayer and Emerson. Chief Bosselait stated that the primary default unit is Townsend. Mr. Dillon stated that the agreement with Townsend had not been finalized. Ms. Kitchen stated that she had received a phone call from Townsend Selectmen Dan Murphy but had been unable to connect with him. Ms. Kitchen stated that she considers there is a \$5,000 contract with Townsend. Chief Bosselait stated that Groton was fortunate to have four ALS units available.

Public Information Meeting RE: Habitat for Humanity Proposal on Assessors Map 226, Parcel 47

Mr. Dillon stated that this meeting would be held on July 11, 2005 and all parties had been notified of the change.

Carol Figgins, Grounds Supervisor/Hector Torres Assistant Building & Grounds Keeper Lawrence Academy RE: Application of Pesticides for Other than Aesthetic Purposes.

Ms. Carol Figgins and Mr. Hector Torres were present for this portion of the meeting.

Mr. Dillon asked if this were the same application as the previous year. Mr. Torres confirmed that it was the same application as had previously been requested.

Mr. Cunningham moved to authorize the Lawrence Academy to use and apply pesticide for other than aesthetic purposes on the campus. Seconded by Mr. Keoseian in favor, 2 absent (Saball and Nordblom).

Bill Shute RE: National Incident Management Systems (NIMS)

Emergency Management Director Bill Shute was present for this portion of the meeting.

Mr. Shute stated that the Homeland Security had adopted NIMS and the Board of Selectmen needed to adopt NIMS as the standard for management and control of all incidents and second requires all personnel need to be first responders. Mr. Shute explained that the course is offered on-line or by certified instructors. Mr. Shute stated that he had spoken with Chief Bosselait to schedule the program in a classroom setting. Mr. Shute stated that he had contacted all departments and the Police automatically cover the information as part of their refresher course.

Mr. Cunningham moved that the Town of Groton adopt the Nation Incident Management System (NIMS) as the Town standard for incident management. Seconded by Mr. Keoseian. 3 in favor, 2 absent (Saball and Nordblom).

Principal Betty Lavin and Heather Bee RE: Prescott School, 145 Main Street Walkway and Landscaping

Principal Betty Lavin and Ms. Heather Bee were present for this portion of the meeting.

Ms. Bee stated that she was a parent volunteer and chair of the Landscaping Committee. Ms. Bee read a letter outlining the committee's goals. Ms. Bee stated that a truck had removed the sign and some shrubbery at the Prescott School. Ms. Bee stated that the project fits into the category of the Community Preservation Act for historic buildings and a subcommittee will be formed to write a proposal for the CPA. Ms. Bee stated that the purpose of meeting with the Board was to ask for support of the immediate plans seeking a certificate of appropriateness, to seek funds for restoration from the CPA and to ask for volunteers. Mr. Keoseian commended Ms. Bee on her volunteerism and proposal. Mr. Cunningham stated that he was very supportive and that the removal of shrubs had been performed at the Boutwell School also. Ms. Lavin presented pictures showing the school before the shrubs had been planted. Mr. Dillon stated that is was unfortunate that the CPA was not enacted when the process of renovations was begun, and the town had appropriated a fair amount of money for the restoration of the building. Mr. Dillon asked if the work would be done this summer. Ms. Lavin stated that a firm from East Boston had been hired and they should start with the roof in July and the windows later in the month.

Minutes

The minutes of May 16, 2005 were tabled until next week because of lack of quorum.

Mr. Cunningham moved to approve the Regular Session Minutes of June 6, 2005, as amended. Seconded by Mr. Keoseian. 3 in favor, 2 absent (Saball and Nordblom).

Mr. Cunningham moved to approve and not Release the Executive Session Minutes of June 6, 2005. Seconded by Mr.

Keoseian. 3 in favor, 2 absent (Saball and Nordblom).

ADMINISTRATIVE OFFICER REPORT

Ms. Kitchen reviewed the following:

- A sexual harassment training session has been scheduled on July 20, 2005, the session will be taped.
- The Walker property on Chicopee Row is for sale and the owner wanted to notify the Town.
- Nashoba Valley Chamber of Commerce was seeking a letter of support for Freedom's Way a national regional heritage project, a letter will be drafted for signatures.
- Nashoba Publishing would be holding a ceremony at which John Walsh, EMS would be among those honored.
- The Planning Board is seeking a letter of support for Culver Road, but it is unclear if the Board has authority. *The Board concurred that Ms. Kitchen forward the issue for Town Counsel review. Mr. Cunningham abstained.*

SELECTMEN LIAISON REPORT

Mr. Dillon stated that he had received a phone call from the superintendent of the GDRSD regarding the trial for eminent domain and a meeting would be held on June 29, 2005 at the high school. Mr. Cunningham asked what the decision had been. Mr. Dillon stated the decision had been to award the owners of the property \$4,100,000; the Town had paid \$1,800,000 for the property. Mr. Dillon stated that the meeting would allow for an opportunity to review.

Mr. Cunningham moved to enter into Executive Session at 8:40 p.m. in accordance with MGL Chapter 39, Section 23B, for the purpose of discussing strategy with respect to collective bargaining or litigation if an open meeting may have detrimental effect on the Town's bargaining or litigation position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel. And secondly, to consider purchase, exchange, lease or value of real property and will not reconvene in Open Session. Seconded by Mr. Keoseian. Roll call vote: Dillon – yes; Cunningham – yes; Keoseian – yes.

Approved: _____
George F. Dillon, Chair

respectfully submitted,
Kathleen Newell
Office Assistant

Date Approved: August 9, 2005