

**BOARD OF SELECTMEN
MINUTES
MAY 15, 2006
“APPROVED”**

Present: George F. Dillon, Jr., Chair; John L. Saball, Vice Chair; Robert W. Nordblom, Clerk; Peter S. Cunningham, Member; Mihran Keoseian, Member; Jean E. Kitchen, Administrative Assistant; and Kathleen Newell, Office Assistant

The meeting was called to order at 7:00 p.m.

Dr. Adam Cerel, Nashoba Valley Medical Center RE: Defibrillator Donation

Dr. Adam Cerel and Chief Robert L. Mulhern were present for this portion of the meeting.

Dr. Cerel reviewed the AED unit and its use. Dr. Cerel presented the AED unit to the Chief of Police. Chief Mulhern thanked Dr. Cerel and stated that this unit would complete the equipping of each cruiser.

The Board extended its thanks to Dr. Cerel and Nashoba Valley Medical Center for the donation.

Bill Shute, Emergency Management Director RE: Regional Emergency Planning Committee, Approval of New By-Laws and Memo of Understanding

Mr. Shute reviewed the current conditions due to the unrelenting rain. Mr. Shute stated that there had been no displacement of residents that he was aware of and there had not been significant road flooding.

Mr. Shute reviewed the North Middlesex Area Emergency Planning Committee By-Laws and Memo of Understanding (enclosed herein).

There was a consensus of the Board to approve the by-laws and sign the Memo of Understanding.

Mr. Dillon moved to appoint Mr. William Shute and Chief Joseph Bosselait to as Community Representatives to the North Middlesex Area Emergency Planning Committee. Seconded by Mr. Keoseian. Unanimous vote.

Fire Chief Joseph Bosselait RE: Contracts for Plymo-vent and Fire Truck

Chief Bosselait and Mr. Clarence Jefferson were present for this portion of the meeting.

Chief Bosselait stated that Mr. Jefferson had put together a Truck Committee and reviewed various specifications available and then created 71 pages of specification. Chief Bosselait stated that the bidding process had gone smoothly and they had gotten exactly what they had wanted. Chief Bosselait recommended awarding the bid to Crimson Fire Apparatus. A discussion ensued relative to the various vendors.

Mr. Saball moved to award the bid for the new Fire Pumper to Crimson Fire Apparatus, in the amount of \$326,206.00, contingent upon successful contract negotiations. Seconded by Mr. Nordblom. Unanimous vote.

Chief Bosselait stated that the plymo-vent was a low amp draw and was compatible with all the Fire trucks. Chief Bosselait recommended awarding the bid to Air Cleaning Specialists.

Mr. Saball moved to award the bid for the Plymo-vent Vehicle Exhaust System for Station 1 to Air Cleaning Specialists in the amount of \$34,800 contingent upon successful contract negotiations. Seconded by Mr. Nordblom. Unanimous vote.

Mr. Dillon requested an update on the Wallace Road cistern project. Chief Bosselait stated that he and Mr. Delaney were working on specifications and blueprints drawn as well as getting quotes for tanks. Chief Bosselait stated that Mr. Shea had given permission to install from the left side of Wallace Road which will eliminate the need to dig up the roadway.

Town Accountant Valerie Jenkins and Treasurer/Collector Christine Collins RE: Quarterly Update and Three Year Agreement for Audit Services

Ms. Collins reviewed her report (enclosed herein) stating that there was a 98% collection rate.

Ms. Jenkins reviewed her report (enclosed herein) stating that anything that had been noted as a problem on March 31st had been taken care of by line item transfers.

Mr. Cunningham thanked Ms. Jenkins for the comparative information she had provided in response to his request the previous week.

Mr. Nordblom moved to have the Chairman execute the Understanding of Services between the Town of Groton and Giusti, Hingston & Company for financial services for Fiscal Years 2007, 2008, and 2009. Seconded by Mr. Saball. Unanimous vote.

OTHER BUSINESS

Release Executive Session Minutes

Mr. Saball moved to Release the Executive Session Minutes for November 21, 2005 (Session 1); October 12, 2004; July 6, 2004; June 7, 2004; January 12, 2004 (Session 1); January 12, 2004 (Session 2); January 12, 2004 (Session 3); January 5, 2004; December 8, 2003; October 6, 2003; September 22, 2003; September 8, 2003; July 28, 2003; October 28, 2002; March 25, 2002; November 19, 2001; October 29, 2001; October 15, 2001; October 9, 2001; October 1, 2001; April 2, 2001; September 18, 2000; August 29, 2000; August 21, 2000; July 31, 2000; July 24, 2000; February 28, 2000; April 20, 2000; March 20, 2000; March 13, 2000; February 7, 2000; January 31, 2000; January 24, 2000; December 27, 1999; November 9, 1999; November 1, 1999; September 14, 1999; August 2, 1999; July 19, 1999; June 21, 1999; June 7, 1999; May 24, 1999; March 22, 1999; April 20, 1999; April 12, 1999; March 29, 1999; February 8, 1999; January 25, 1999; January 4, 1999; May 26, 1998; April 21, 1998; February 24, 1997. Seconded by Mr. Nordblom. Unanimous vote.

Election Worker Appointments

Mr. Saball moved to appoint Eleanor Gavazzi as an election warden for the one-year term to expire June 30, 2007. Seconded by Mr. Nordblom. Unanimous vote.

Mr. Saball moved to appoint Melanie Clark as Precinct Clerk for the one-year term to expire June 30, 2007. Seconded by Mr. Nordblom. Unanimous vote.

ADMINISTRATIVE OFFICER REPORT

Ms. Kitchen stated that she would have a schedule for the Memorial Day parade next week. Ms. Kitchen asked for a consensus of the Board to not hold a meeting Memorial Day week. *The Board concurred.*

Ms. Kitchen stated that there was a request for a proclamation for the Groton Grange and asked if someone would volunteer to attend. Mr. Cunningham volunteered. Ms. Kitchen stated that there had been interest in the Measurer of Wood and Bark and Board of Survey positions which she would put on a future agenda.

Mr. Saball moved to enter into Executive Session in accordance with MGL Chapter 39, Section 23B, for the purpose of discussing strategy with respect to contract negotiations for Personal Contracts for the Fire Chief, Administrative Officer, Police Chief and Town Accountant and will reconvene in Open Session. Seconded by Mr. Nordblom. Roll Call Vote: Dillon – yes; Saball - yes; Nordblom – yes; Cunningham – yes; Keoseian – yes.

Mr. Saball moved to execute the Employment Agreement between the Town of Groton and Fire Chief effective July 1, 2006 through June 30, 2008. Seconded by Mr. Nordblom. Unanimous vote.

Mr. Saball moved to execute the Employment Agreement between the Town of Groton and Administrative Officer effective July 1, 2006 through June 30, 2009. Seconded by Mr. Nordblom. Unanimous vote.

Mr. Saball moved to execute the Employment Agreement between the Town of Groton and Town Accountant effective July 1, 2006 through June 30, 2009. Seconded by Mr. Nordblom. Unanimous vote.

Approved: _____
George F. Dillon, Jr., Chair

respectfully submitted,
Kathleen Newell
Office Assistant

Enclosures (3): North Middlesex Area Emergency Planning Committee (By-laws & Memo of Understanding); Treasurer/Collector Report; Town Accountant Report

Date Approved: June 5, 2006