

**BOARD OF SELECTMEN  
MINUTES  
MAY 22, 2006  
“APPROVED”**

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

*The meeting was called to order at 7:08 p.m.*

**Reorganization of the Board of Selectmen**

*Mr. Saball moved to reorganize the Board of Selectmen. Seconded by Mr. Cunningham. Unanimous vote.*

*Mr. Saball moved to elect Mr. Peter S. Cunningham as Chairman and Mr. George F. Dillon, Jr. as Vice-Chair. Seconded by Mr. Keoseian. Unanimous vote.*

*Mr. Cunningham moved to elect Mr. John L. Saball as Clerk. Seconded by Mr. Keoseian. Unanimous vote.*

Mr. Cunningham assumed the Chairmanship. Mr. Cunningham thanked Mr. Dillon for his hard work and dedication as Chair during the past year. Mr. Cunningham thanked the Board members for their support.

**Local Inspector Appointment – Donald Kinney**

Building Inspector/Local Zoning Officer Michael Tusino and Mr. Donald Kinney were present for this portion of the meeting.

Mr. Tusino reviewed Mr. Kinney’s qualifications as an inspector from the town of Westford. Mr. Tusino stated that Mr. Kinney would only require familiarization with the town and no additional training or certification would be necessary.

Mr. Cunningham asked if Mr. Kinney would be focusing on a particular area of duties. Mr. Tusino stated that Mr. Kinney would be performing the residential inspections as well as providing counter assistance and permit issuance.

Mr. Keoseian noted that the Town was indeed fortunate to have someone with Mr. Kinney’s qualifications and experience.

*Mr. Saball moved the hiring of Donald Kinney as Local Inspector at grade 6, Step 2, effective June 2, 2006 and contingent upon successful completion of a pre-employment physical. Seconded by Mr. Keoseian. Unanimous vote.*

**Board of Selectmen Resignation Vacancy**

Mr. Cunningham noted that Mr. Nordblom had resigned from the Board and thus created a vacancy. Mr. Cunningham stated that there were two alternatives: 1) call a special election or 2) wait until the next State election held in November. Ms. Kitchen stated that if a special were to be held, the Town Clerk needs a minimum of 64 days prior to the date of the election. Mr. Dillon stated that the earliest a Special election could be held would be August 1<sup>st</sup> and a minimum cost of \$4,500. Mr. Dillon felt it would be best to wait until November. Mr. Keoseian noted the upcoming search for a Personnel Manager and Ms. Kitchen’s replacement and stated that he also felt it was best to wait. Mr. Saball stated that the cost was an important factor and he too would like to wait.

*Mr. Cunningham stated that there was a consensus to wait until the November elections.*

**Christine Collins Treasurer/Tax Collector RE: Assistant Treasurer/Tax Collector Appointment and Request to Fill Assistant to the Treasurer Position**

Ms. Christine Collins and Ms. Joan Tallent were present for this portion of the meeting.

Ms. Collins stated that she had received permission to fill the vacant position of Assistant Treasurer/Tax Collector and Ms. Tallent had applied for the position. Ms. Collins stated that she would recommend Ms. Tallent for the position. Ms. Collins also asked permission to fill the vacancy of Assistant to the Treasurer.

Mr. Keoseian noted that Ms. Tallent held an MBA and fully supported her appointment. Mr. Saball, Mr. Dillon and Mr. Cunningham concurred.

*Mr. Saball moved to appoint Joan Tallent as Assistant Treasurer/Tax Collector at Grade 9, Step 2, effective July 1, 2009. Seconded by Mr. Dillon. Unanimous vote.*

*Mr. Saball moved to allow the Treasurer/Collector to advertise for the position of Assistant to the Treasurer. Seconded by Mr. Dillon. Unanimous vote.*

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**Order of Taking RE: Rockwood Lane**

Ms. Kitchen stated that this was the last step in the process.

*Mr. Dillon moved an Order of Taking for Rockwood Lane, as further described in the Order of Taking drafted by Town Counsel, dated May 22, 2006. Seconded by Mr. Saball. Unanimous vote.*

**OTHER BUSINESS**

**Appointment – Recycling Committee – Jamie King**

*Mr. Dillon moved to appoint Jamie King to the Recycling Committee for the vacant one-year term, term to expire June 30, 2007. Seconded by Mr. Saball. Unanimous vote.*

**Appointment – Surrenden Farms Land Use Committee – Richard Hughson and Stuart Shuman**

*Mr. Saball moved to appoint the following as representatives to the Surrenden Farms Land Use Committee: Richard Hughson CPC Representative; Stuart Shuman Finance Committee Representative; Badge Blackett, Trust for Public Land Representative; Bruce Clements, Conservation Commission Representative; Craig Auman, Conservation Commission Alternate; Bob Hanninen, Board of Health Representative; Josh Degen, Planning Board Representative; Scott Wilson, Planning Board Alternate. For a one-year term, terms to expire June 30, 2007. Seconded by Mr. Dillon. Unanimous vote.*

**Release and Abandonment of Drainage Easement – 25 Sawtell Drive**

*Mr. Dillon moved to release, grant and abandon to Gerald D. Irby and Kristen M. Irby a drainage easement taken by the Town of Groton pursuant to an Order of Taking recorded with the Middlesex South District Registry of Deeds, Book 44647, Page 405, for the sum of one dollar (\$1.00). Seconded by Mr. Saball. Unanimous vote.*

**Appointment – Measurer of Wood and Bark and Board of Survey – Evan Owen**

*Mr. Dillon moved to appoint Evan Owen as Measurer of Wood and Bark for the vacant term to expire June 30, 2007. Seconded by Mr. Saball. Unanimous vote.*

*Mr. Dillon moved to appoint Evan Owen to the Board of Survey to fill the vacancy. Seconded by Mr. Saball. Unanimous vote.*

**Reappointments – Special Police Officers – Littleton, Westford and Dunstable**

*Mr. Saball moved to appoint the following Westford Special Police Officers for the one-year term to expire June 30, 2007.*

*Officers Julie A. Beaudion, David Bettencourt, Mark Chambers, David Connell, Edward Cossette, Harvey Cote, Michael Croteau, Kenneth Delaney, Joseph Eracleo, Megan Guthrie, Derek Hartley, Jon-Allen Haslam, Scott Hyder, Michael Jelley, Steven Keins, Amy Landry, William Luppold, Jr., Gregory Marchand, James McCusker, Thomas McEnaney, Victor Neal, Jr., Daniel O'Donnell, Jr., Ronald Paulauskas, James Peloquin, Michael Perciballi, Donald Pick, Marc Proia, Christopher Ricard, Edward Rochon, Jr., Dennis Rogers, Joseph Roy, Walter Shea, Joseph Shields, Stephen Timothy, Joseph Walker, Robert Welch, Jr. Seconded by Mr. Dillon. Unanimous vote.*

*Mr. Saball moved to appoint the following Littleton Special Police Officers for the one-year term to expire June 30, 2007.*

*Officers, Matthew J. King, Robert Romilly, David Leslie, Lisa Bonney, John Janakos, Robert Raffaelo, Jeffrey Patterson, Matthew Pinard, Robert Bielecki, Jason Truscello, Jack Hebert, Pablo Fernandez, John M. Kelly, Chief. Seconded by Mr. Dillon. Unanimous vote.*

*Mr. Saball moved to appoint the following Dunstable Special Police Officers for the one-year term to expire June 30, 2007.*

*Officers, James G. Downes, III, James W. Dow, Darrell Gilmore, Michael Lynn, Benjamin Sargent, Erik Hoar, George Aggott, Sean Ready, Nicholas Papageorgiou, Daniel Kowalski, John Koyutis, James G. Downes, Jr., Chief. Seconded by Mr. Dillon. Unanimous vote.*

**ADMINISTRATIVE OFFICERS REPORT**

Ms. Kitchen stated that there was a vacancy on the Board of Library Trustees and suggested that the Library Trustees conduct the interviews and then come before the Board for a joint election.

Ms. Kitchen stated that she had received the contract between the Town and the YMCA of Greater Lowell and would like a motion to sign the contract. Mr. Cunningham asked if Town Counsel had reviewed the document. Ms. Kitchen stated that it had been drafted by Town Counsel.

*Mr. Keoseian moved to enter into a contractual agreement with the YMCA of Greater Lowell for the operation of swim lessons at Sargisson Beach from 5/17-9/8, 2006, as drafted by Town Counsel. Seconded by Mr. Dillon. Unanimous vote.*

**SELECTMEN LIAISON REPORT**

Mr. Keoseian stated that he had requested an update from the school department RE: FY07 Funding.

Mr. Cunningham read a letter from School Superintendent Dr. Alan Genovese thanking the Board for its support and assistance.

Mr. Dillon stated that he had attended a going away party for Father Alfano the Public Safety Chaplain. Father Alfano will be departing for St. Stephen's in Lawrence. Mr. Dillon also stated that he and Mr. Keoseian had attended the Gay Nineties celebration at the Senior Center where residents who have attained the age of 90 were honored.

Mr. Cunningham stated that the time capsule will be buried Memorial Day weekend and he had written a draft letter to be included which he would like the members to review and offer suggestions.

**OTHER BUSINESS (cont.)**

**Minutes**

*Mr. Dillon moved to accept the Regular Session Minutes of May 8, 2006, as amended. Seconded by Mr. Saball. 3 in favor, 1 abstention (Saball).*

*Mr. Cunningham moved to adjourn at 8:00 p.m. Seconded by Mr. Dillon. Unanimous vote.*

Approved: \_\_\_\_\_

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respectfully submitted,  
Kathleen Newell  
Office Assistant

Date Approved: June 5, 2006