

**BOARD OF SELECTMEN
MEETING MINUTES
NOVEMBER 27, 2006
APPROVED**

Present: Peter S. Cunningham, Chair; George F. Dillon, Jr., Vice Chair; John L. Saball, Clerk; Mihran Keoseian, Member; Mr. Joshua Degen, Member; Jeff Ritter, Interim Administrative Officer and Kathy Newell, Office Assistant.

Mr. Cunningham called the meeting to order at 7:00 p.m.

Mr. Cunningham reviewed the agenda and public announcements.

Mr. Richard Heaton RE: Affordable Housing Plan Implementation Suggestions

Also present: Ms. Chris Pude; Mr. Bruce Clements; Ms. Carolyn Perkins, Mr. Jay Prager, Mr. Stuart Schulman; Mr. Steve Webber and Representative Robert Hargraves

Mr. Degen read letter (enclosed herein) regarding the Affordable Housing Planned Production Plan.

Mr. Heaton reviewed a power point presentation (enclosed herein). Upon review Mr. Heaton cautioned that he had taken a very complex situation and simplified it for presentation. Mr. Heaton stated that it is a complex process which requires unique skills and the whole process takes about three years. The role the community plays in the process is to establish overall goals, pick and empower a team to implement those goals and provide seed money.

Mr. Heaton stated that his message was that the Board has a vision and a lot of people who are interested, it needs to appoint a champion and focus funds.

Mr. Dillon thanked Mr. Heaton and referenced the use of matching funds through the CPA. There has been some question about how long the matching will last.

Mr. Cunningham asked if there were strings attached to the tax credits i.e. targeting a particular group or demographic. Mr. Heaton stated there needed to be a minimum number of units for affordable. Mr. Cunningham asked if the market rate units would count. Mr. Heaton stated if they were rental units.

Mr. Keoseian congratulated Mr. Heaton and asked if he could address the range of the seed money and the role of the outside expertise. Mr. Heaton stated that the approach is to pay as little as possible and as slow as you can. It would depend upon who will volunteer their areas of expertise in the community as they will play a vital role.

Mr. Heaton stated that low income tax credit is the most attractive as they do not require repayment. There are for profit developers who go after the tax credits. The Town would need to put enough money in the "pot" to be attractive to the State. i.e. matching funds.

Mr. Prager asked how much money was available and the probability of receiving State funds. Mr. Heaton explained the process as follows:

- Few Towns apply, mostly developers
- DCHD has 2 competitions per year to apply for the funds.
- There is a 4 month evaluation period.
- The Governor announces the choices of the DCHD i.e. \$500,000/year for 10 years

Ms. Perkins cautioned that more mixed use projects should be considered as they are long term maintenance costs and during the planning it would work better for developers. Ms. Perkins stated that the CPC has been considering setting up a fund for affordable housing which can be more easily accessed for when property becomes available. Ms. Perkins stated that besides the tax credits there are also more Mass Housing and Department of Mental Retardation funds if housing units are focused towards that need.

Mr. Cunningham added that he would like to see units focused towards town employees.

Mr. Clements asked if other towns had shown any preferences toward the types of housing they wanted. Mr. Heaton stated that mixed use was the most attractive as it has a different character than a community of all affordable units.

Mr. Clements asked about the ratio of affordable units to market rate units. Mr. Heaton stated 75-80% or as low as 30-40-50%, if using low income tax credits 60% would need to be affordable.

Mr. Clements asked if there was a down-side to doing all rental units. Mr. Heaton stated that the length of time for the developer to pay off the unit, but a Municipality would benefit more from doing rentals.

Mr. Prager stated that rentals were a big investment and a slow payback, but if you build condos it would be a big investment but a quicker payback. It seems like a high risk if you don't get grant monies.

Mr. Heaton stated that you would have to build three condos for one affordable unit and funds are not generally given for condos.

Mr. Patierno stated that the City of Lowell is doing a similar project and it had initially had 5 developers involved in which all units would be affordable units and the developers got a certain amount of lots for market rate homes. Mr. Heaton stated that the City had made the deal attractive for the developers.

Mr. Patierno asked if the CPA funds could be used to purchase duplexes if there were available. Mr. Heaton stated that there is a program for that.

Ms. Perkins stated that there are a number of good strategies which should all be put into a plan and can be applied to different areas as opportunities arise.

Mr. Cunningham stated that he would like to put this on the next agenda and pull together a group to pursue this and give them a specific charge. Possibly representation from Planning, Housing Partnership and CPC. The members concurred

Mr. Dillon stated that we need to start somewhere and need to maintain control. Mr. Degen stated that we need to take advantage of the window we have been given by meeting the quota and not waste time on it.

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Mr. Steve Gillis, Gillis Homes RE: Harmonious Development, 536 Main Street

Mr. Gillis reviewed the history of the property and proposed plan for an office building with 9,800 square feet of gross space and just under \$6,000 of usable space.

- 51 parking spaces
- Retail space on the first floor
- Office space on the second floor
- Outside features: clapboard, copper details, architectural shingles, Andersen windows, drainage underground, trees bordering NEBS and significant landscaping.

Mr. Cunningham asked if the plan had been presented to the Planning Board. Mr. Gillis stated that he had been twice before and would meet again on Thursday with final plans.

Mr. Cunningham stated that he had received comments from Dan Barton and he would like to see less paving or less impervious area.

Mr. Degen stated that Mr. Gillis had been before the Planning Board and commented that he liked the details which hide the HVAC system.

Mr. Cunningham thanked Mr. Gillis for coming before the Board and stated that comments would be passed along to the Planning Board.

Fire Chief Bosselait RE: Surplus Equipment; Report of Annual License Renewals; Department of Defense Firefighting Program and Federal Excess Personal Property

Federal Excess Personal Property

Chief Bosselait stated that there is a current agreement with the State regarding excess equipment which gives the Town the availability of equipment that comes through the State Forestry Department. It is free to the towns and it can be inspected before committing to take the property. The State would own the equipment and when the Town wants to dispose of it, it can either be returned to the state or disposed of as directed by the State. The program renews every 5 years and the document needs to be signed to stay in the program.

Surplus Equipment

Chief Bosselait stated that he had chosen to accept the surplus Crown Victoria from the Police Department because of a blown bearing. He does have the availability of a pick up truck from the Town of Ayer which is from the State Forestry Department and he would rather put the truck in service.

Mr. Degen suggested putting the Crown Victoria in the auction Mr. Delaney was putting together.

Chief Bosselait stated that he had checked with MIIA and once the policy had been written there would be no increase this year for adding the truck and it would be approximately \$15-20 additional. It would be a good investment for the department.

Mr. Dillon stated that the truck was not on the agenda and asked Mr. Ritter for input. Chief Bosselait stated that the truck is part of the Federal Excess Personal Property and it is easier to transfer from town to town than to go back to the government. Mr. Dillon asked that it be on the next agenda.

Chief Bosselait asked if it would be permissible to get the truck. Mr. Ritter asked if a mechanic could provide a report for next week's agenda.

Mr. Dillon moved to authorize the Chair to sign the Federal Excess Personal Property Cooperative Agreement and DoD Firefighting Program Cooperative Agreement. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Surrenden Farm Update

Mr. Cunningham stated that the main focus of the discussions was recognizing that these parcels will have some future use as water developments and wanting to make sure that the Conservation Restriction doesn't impede or restrict those needs. A provision for ancillary structures i.e. run-in sheds for livestock on Lots 6 & 7. The general consensus is that it is permitted but the specifics would be better addressed in the management plan rather than the Conservation Restriction.

Mr. Cunningham stated the Committee wanted to get comments from both water departments.

Mr. Dillon stated they will be looking for an official vote from the water departments.

Mr. Degen stated he would echo wanting the MOU from the State. We know the restrictions on 8 North and 8 South and the Conservation Restriction on the Town Forest parcel, he would like to have a representative of the State come before the Land Use Committee and follow up that with attendance at the STM for answering any questions that arise.

Mr. Keoseian addressed the financial package and asked if it would be ready for Special Town Meeting or could it continue after. Mr. Cunningham stated that there had been a significant contribution after the Wharton Foundation donation.

Mr. Cunningham stated that the primary question before Special Town Meeting would be the Conservation Restriction.

Other Business

Selectmen Liaison Assignments

Mr. Keoseian stated that he had backfilled the position on Conservation and he would like to offer it to Mr. Degen as he has more experience.

Mr. Degen stated that he would like that and the Land use as that is his area of expertise.

Mr. Dillon suggested that he remain as the Planning Board liaison, but would suggest that Mr. Degen take the Zoning Board of Appeals.

Mr. Dillon relinquished the MJTC and stated that he thought Mr. Saball would give up the MRPC. Mr. Degen accepted.

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Annual License Renewals

Annual Liquor Licenses

Mr. Dillon moved to approve the renewal of Common Victualer Licenses, to serve All Kinds of Alcoholic Beverages, for the following establishments:

*Gibbet Hill Grill LLC d/b/a Gibbet Hill Grill Restaurant and Gibbet Hill Grill Function Hall,
Thomas Totman, Manager and*

R.C. Kimball d/b/a Oliver's Grille & Pub, Cheryl Hryniewicz, Manager; licenses to expire December 31, 2007. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Mr. Dillon moved to approve the renewal of Retail Package Goods Store Licenses for the sale of All Kinds of Alcoholic Beverages to Groton Market, Inc., John M. Madigan, Manager, and to Denis H. Marchand and Estelle C. Marchand d/b/a Craven's Package Store, licenses to expire December 31, 2007. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Mr. Dillon moved to approve the renewal of a Retail Package Goods Store License for the sale of Wines and Malt Beverages to Vimuben G. Patel d/b/a Groton Convenience, Inc., license to expire December 31, 2007, contingent upon a Workers' Compensation Insurance Affidavit. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Mr. Dillon moved to approve the renewal of General On Premise Licenses for the sale of All Kinds of Alcoholic Beverages to the Groton Country Club & Recreation Authority, Brad Durrin, Manager, for the Snack Bar/Lounge, license to expire December 31, 2007. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Mr. Dillon moved to approve the renewal of General On Premise Licenses for the sale of All Kinds of Alcoholic Beverages to the LPM Holding Company, Shana Adams, Manager, for the Function Hall, licenses to expire December 31, 2007. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Mr. Dillon moved to approve the renewal of an Innholder License for All Kinds of Alcoholic Beverages to be drunk on the premises for the Groton Stage Coach Inn & Tavern, Inc., George Pergantis, Manager, license to expire December 31, 2007. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Public Entertainment on Sundays

Mr. Dillon moved to approve a Public Entertainment on Sunday License for the following establishments, all licenses to expire December 31, 2007:

*Groton Country Club & Recreation Authority
for live entertainment and disc jockey*

*Groton Stage Coach Inn & Tavern, Inc.
for live entertainment (dinner music), small bands, and occasionally disc jockey*

Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Report of the Interim Administrative Officer

Mr. Ritter reviewed his activities of the week.

Selectmen Liaison Reports

Mr. Dillon stated that he had attended the TPL Committee meeting; the Minuteman Nashoba Health Group meeting last week. Health care costs per person are the highest in this state and the highest in the country which has the highest costs in the world, therefore this state is the highest in the world. Mr. Dillon also drove shuttle for the Senior dinner at Gibbet Hill.

Mr. Dillon moved to adjourn the meeting at 9:23 p.m. Seconded by Mr. Keoseian. 4 in favor, 1 absent (Saball).

Approved: _____
Peter S. Cunningham, Chair

_____ respectfully submitted,
Kathleen Newell
Office Assistant

Date Approved: February 26, 2007