

**BOARD OF SELECTMEN
MEETING MINUTES, MARCH 12, 2007
APPROVED**

Present: Peter S. Cunningham, Chair; George Dillon Jr., Vice Chair; John L. Saball, Clerk; Josh Degen, Member; Jeff Ritter, Interim Administrative Officer
Absent: Mihran Keoseian

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

Public Hearing – Wine & Malt Liquor License, Nine West Main Street Properties, Inc. d/b/a Clover Farm Market, 9 West Main Street

Mr. Cunningham moved to open the Public Hearing. Second Mr. Saball. Mr. Cunningham read the legal notice. Voted 4-0.

The applicant Janice Hurst briefed the Board about her business plans and why it was important to have a Wine & Malt license. Bob & Donna Nowack, 17 Pepperell Road spoke in favor as did Winnie Sherwin and his sister, Helen Swicza, the previous owners of the building. Letters of support were received from Doris and Barney Blood and Janet Shea.

Mr. Dillon made a motion to close the Public Hearing at 7:18p.m. Seconded, by Mr. Saball. Voted 4-0.

Mr. Dillon made a motion to approve the Wine and Malt application for Nine West Main Properties, Inc. d/b/a Clover Farm Market located at 9 West Main Street. Seconded, by Mr. Saball. Voted 4-0.

Annual Audit

Valerie Jenkins, Town Accountant review the Annual Audit and Financial Statements for the Town dated June 30, 2006.

Bi-Annual Financial Report

Christine Collins, Treasure/Tax Collector & Valerie Jenkins, Town Accountant reviewed the financial condition of the Town since July 1, 2006. The Reserve Fund is standing up well and with the exception of the Town Counsel account fund balances are in good shape.

Annual Town Meeting Warrant Articles

The Board reviewed the proposed draft articles for the 2007 Annual Town Meeting and made the following comments and observations:

Article W: Extend Sewer District to Reedy Meadow Estates (Remove)

Article X: Personnel Bylaw (Place on the Board's Agenda for next week)

Article Y: Should be Fawn Terrace Road not Dawn Terrace Road

Article AA: Reverse Article AA (Amend the Town Code by Replacing all References to "Earth Removal Advisory Committee," with "Earth Removal – Stormwater Advisory Committee") with Article BB: (Amend Chapter 218 of the Town Code, "Flexible Development,")

Article DD: Attorney Douglas Deschenes reviewed his petitioner article to rezone 368 Main Street

Article GG: Attorney Robert Collins was present and he reviewed his petitioner article for the Town to take the Lost Lake Dam by Eminent Domain. He will meet with the Board again in two (2) weeks.

Continuity of Government (CoG) & Continuity of Operations Program (CooP) Training

Bill Shute, Emergency Management Director for the Town was present and briefed the Board about how important it was for the Board to receive emergency response and preparation training. It was agreed that the Board would select a date through the Interim Administrative Officer and get back to Mr. Shute.

Insurance Advisory Committee Appointment

The Board recognized the resignation of Valerie Jenkins, Town Accountant from the Insurance Advisory Committee.

Mr. Dillon moved to appoint Elizabeth Currier, Personnel Manager to serve on the Insurance Advisory Committee for the vacant one-year a term, term to expire on June 30, 2007. Seconded by Mr. Saball. Voted 4-0.

Town Meeting Warrant Insert – Community Center Committee Survey

Mr. Degen a member of the Community Center Committee briefed the Board that the Committee is seeking permission from the Board to include at the end of the Annual Town Meeting Warrant a two (2) page survey for residents to complete. There was no objection from the Board.

Municipal Coalition for Affordable Housing

The Board reviewed membership with the Municipal Coalition for Affordable Housing and agreed to continue participation.

Special Town Meeting

Mr. Dillon made a motion to open a Special Town Meeting Warrant and to close it on Thursday, March 15, 2007 at noon. Seconded, by Mr. Saball. Voted 4-0.

Norris Property Building Demolition Contract

Mr. Dillon made a motion to approve the contract between the Town of Groton and Robert C. Black, Company, Inc. for the demolition work as outlined in the Proposal in the amount of \$23,670. Seconded, by Mr. Saball. Voted 4-0.

Mr. Dillon made a motion to waive the building demolition permit fee in the amount of \$80.00. Seconded, by Mr. Saball. Voted 4-0.

Report of the Interim Administrative Officer

Mr. Ritter presented a letter to the Trust for Public Land the Board approved it with the addition of a reference to the \$5,000 seed money that is to be provided. The Chairman will sign the letter this week. Mr. Ritter presented a draft new staff policy on the preparation of grants. Department Heads will review it and he will ask the Board’s approval on March 26, 2007. Mr. Ritter present a draft policy for the Board to consider on the recognition of citizens and employees at Town Meeting. He will seek formal approval from the Board at a future meeting. Mr. Ritter presented a draft Professional Services/Equipment Contract that would be used for all departments. The document is also currently being reviewed by Town Counsel. The Board will reconsider it at a future meeting. Mr. Ritter said he is almost finished with the draft of the Warrant for the 2007 Annual Town Meeting.

Liaison Reports

Mr. Dillon reported that he had a series of budget meetings with the Town Accountant, Chairman of the Finance Committee and the Interim Administrative Officer which has resulted in significant budget reductions. Mr. Dillon attended the Finance Committee meeting at which the budget reductions were approved. Mr. Degen said he hoped to meet with staff and Mr. Patierno this Friday regarding a proposed housing project off Cow Pond Brook Road.

Adjourn

Mr. Dillon made a motion to adjourn the meeting at 9:40p.m. Seconded, by Mr. Saball. Vote 4-0

Approved: _____
John L. Saball, Clerk
J. Jeffrey Ritter

_____ respectfully *submitted*,
Interim Administrative Officer

Date Approved: March 19, 2007