

**BOARD OF SELECTMEN
MINUTES, JUNE 11, 2007
APPROVED**

Present: George Dillon Jr., Chairman; Joshua A. Degen, Vice Chair; Stuart Schulman, Clerk; Peter Cunningham, Mihran Keoseian

Also Present: Jeff Ritter, Interim Administrative Officer; April Iannacone, Office Assistant

Mr. Dillon called the regular meeting of the Board to Order at 7:00 p.m. and reviewed the agenda for the public.

Police Chief Search Committee – Interview 2 Candidates, Norma Garvin and Alan Hoch, and Appoint One Citizen-At-Large Position

Both candidates brought a lot of good information and knowledge of the town to the Board of Selectmen (BOS) in consideration for their being chosen to the Police Chief Search Committee. Norma is extremely interested in trying to find a Police Chief that will support the Senior Citizens in town as actively as Chief Mulhern the current Police Chief does. She is a strong active citizen in the senior community and is available all summer without any schedule or vacation conflicts. Alan feels that the Police Chief needs to not only continue to support the senior citizens but also to help develop a relationship with the young students in town to be proactive in helping them develop a respect for law enforcement. He has a few court dates set through the summer; however he has no extended trips planned and is available mornings and evenings. The results of the vote were 3 votes in favor of Norma (F.D., S.S., P.C.) and 2 votes for Alan (J.D., M.K.).

Mr. Degen moved to appoint Norma Garvin as Citizen-At-Large to the Police Chief Search Committee, term to expire upon hiring of Police Chief. Seconded by Mr. Dillon. Unanimous vote.

Police Chief Search Committee – Interview 4 Candidates, Jack Saball, Jack Balonis, Robert Mignard and Robert Dyer and Appoint One Citizen-At-Large Position w/ Public Safety Experience

All 4 candidates brought good information as well as a lot of experience to the BOS in consideration for their being chosen to the Police Chief Search Committee. Jack Saball feels that the Police Chief needs to have open communication and participation with the police department as well as other various departments in town. Mr. Degen asked how he would be able to handle himself in interviewing and hiring someone who would essentially be his own boss as Special Police Officer (SPO) for the town. Mr. Saball felt that there would not be a conflict because SPO's usually report more to outside agencies and departments more than the Police Chief. However, if the BOS felt that there would be a conflict of interest that he would either withdraw from the Search Committee or postpone appointment to the SPO.

Jack Balonis also worked as an Officer on the Police Dept. for over 30 years. He feels that the Police Chief has to stay current with all issues and programs. Mr. Balonis feels that the new Chief needs to stay current of programs available to the town. Also the new Chief should maintain a close relationship between the Police Dept. and the schools. Mr. Balonis felt that interviewing and hiring someone who would be his boss as SPO for the town would not be an issue because he would be on a committee with many other people who would be helping make the decision. He will also only be making a recommendation as to who they are interested in and then the BOS are going to make the final decision as to who is actually hired.

Robert Mignard is a Fire Chief for the Town of Harvard. He feels that a Police Chief needs to be a team player with Fire Department (FD) as well as other communities and would like to see someone who has good standards. Mr. Mignard felt that watching the candidates resume for cues as to what kind of accomplishments they have, as well as what kind of involvement they have with "internal customers" would help to find someone who would work well with the FD. He felt that the Chief needed to be a team player and should be available to keep up on the good community involvement that the Town of Groton Police Department already has in place.

Robert Dyer has 18 years experience in law enforcement and currently works for the City of Lowell. He is the only candidate who has not worked for any of the Town of Groton departments, however because he is a resident of Groton and is in law enforcement he has good working knowledge of the department. Mr. Dyer felt that there was little difference between policing in a small town as compared to a large city. He stated that as a resident of the town and first time father he is aware that this chief will affect the quality of life for not only himself, but his new child as well. Mr. Dyer stated that he sees the need for the chief to have the ability and know how to go after state grants/funding for programs available. He also sees the need to keep up the commitment and interaction with young students.

Mr. Dillon reminded public that there will be numerous focus groups that will be available to all including the 3 candidates not chosen such that they can still put in their input.

The results of the vote were 3 votes in favor of Robert Dyer (F.D., J.D., P.C.) and 2 votes for Jack Saball (S.S., M.K.).

Mr. Degen moved to appoint Robert Dyer as Citizen-At-Large with a Public Safety Experience to the Police Chief Search Committee, term to expire upon hiring of Police Chief. Seconded by Mr. Schulman. Unanimous vote.

Nationwide Loan Provision

Personnel Manager Elizabeth Currier & Treasurer Christine Collins explained to the BOS that what they were looking to do is to update the town's existing contract with Nationwide in order to allow employees who voluntarily participate in the plan to take loans out against up to 50% of their own funds. The Town of Groton does not spend any money on this plan at all and will not incur any additional costs if they were to allow employees the option to take a loan against their funds. Mr. Degen stated that he felt that the loan provision was a good idea and a good option for employees however there was some inconsistency in the paperwork which he would like to see resolved before agreeing to the contract change. Mr. Keoseian felt that for informational purposes that the Board should have a copy of all loan plan options available through nationwide before making a decision. Mr. Dillon agreed. The BOS consented to postponing the contract change and bringing the issue back to a future meeting in order to have other questions answered.

Academy Hill Conservation Restriction

Attorney Alex Perra & Conservation Assistant Barbara Ganem appeared before the BOS regarding the Academy Hill Conservation Restriction. Mr. Dillon stated that the Conservation Committee had approved items 1 and 2 and would be acting on the 3rd item on Tuesday the 12th. He asked Barbara if she felt that item 3 would be voted favorably and she stated that it would. Mr. Cunningham asked if everything had been worked out with Town Counsel and Barbara stated that it had.

Mr. Degen moved to accept for the Town of Groton, acting by and through its Conservation Commission pursuant to Massachusetts General Laws Ch. 40, Section 8C, the Quitclaim Deed for Parcels A, B, C, D, E, and F identified on a plan entitled "Modified Definitive Plan for the Subdivision of Land for Academy Hill in the Town of Groton, Massachusetts (Layout Plan)" prepared by Rose Land Survey, dated February 4, 2005, most recently revised 8/5/05, and recorded with the Middlesex South District Registry of Deeds as Plan No. 1425 of 2005. The Parcels consist of 213.42(+/-) acres, portions of which will be subject to a Conservation Restriction to be held by the Commonwealth of Massachusetts Department of Fish and Game. Mr. Schulman seconded. Unanimous vote.

Mr. Degen moved to assent to the Conservation Easement A/K/A Conservation Restriction to be held by the Commonwealth of Massachusetts Department of Fish and Game on 177.5(+/-) acres of Parcel D as identified on a plan entitled "Exhibit Plan for Academy Hill in the Town of Groton, Massachusetts, Parcel D", dated January 8, 2007 and prepared by Beals Associates, Inc. currently owned by D. Bruce Wheeler, Trustee of the Academy Hill Realty Trust, and to be conveyed to the Town of Groton. Mr. Schulman seconded. Unanimous vote.

Mr. Degen moved to accept the Escrow Agreement pursuant to the terms and conditions of the Conservation Management Permit No. 005-053.DFW issued by the Commonwealth Division of Fisheries and Wildlife, dated September 19, 2005 contingent on the vote by the Conservation Commission and the establishment of the escrow account. Mr. Schulman seconded. Unanimous vote.

Community Preservation Act Application for Squannacook Hall

Building Committee members Michelle Collette and Brooks Lyman appeared before the BOS. Michelle informed the BOS that last summer the committee distributed a survey for input from townspeople as to what should be done with the Squannacook Hall building. 15% of the households that received the survey responded. Of the 482 responses, 371 surveys totaling 77% of the respondents recommended restoring the Hall for Town use. The committee is looking to use community preservation funds to hire the architect for the \$25,000 - \$30,000 for a preliminary plan and believes that the project should qualify for the funding. The two main issues with restoring the building are the septic system and the parking. Mr. Keoseian asked if the building was a historical building and Michelle stated that it was. Mr. Degen felt that the septic system and parking issues should be looked at and determine if any improvements can be made before the town uses funds from a grant for architectural designs. He also felt that a specific plan for the building should be created. Mr. Dillon sees the need to restore the building, but he also felt that there is a need for office and meeting space in addition to suggested uses. Mr. Keoseian suggested a feasibility study and was supported by Mr. Cunningham.

All 5 selectmen consented to the site visit with Mr. Lyman on June 25th at 5:00 before their Executive Session Meeting.

OTHER BUSINESS

Contract Renewal – Interim Administrative Officer, Jeff Ritter

Mr. Dillon announced to the public that other than changes in the contract dates and a 2.75% salary increase, every other aspect of the contract remained the same.

Mr. Degen moved to approve the Employment Agreement between the Town of Groton and Interim Administrative Officer John Jeffrey Ritter, effective July 1, 2007 through June 30, 2008. Mr. Schulman seconded. Unanimous vote.

Memo RE: Fiscal Year 2008 Organizational Update

The BOS reviewed a rough draft of a letter to be sent out to all Boards, Committees, Commissions, Departments and Staff outlining the Fiscal Year 2008 Organizational Update. Mr. Keoseian announced that he felt it was important for the BOS to let all personnel know that regardless of the title of Interim Administrative Officer, the BOS fully support his efforts and actions. The BOS consented that the notice was well written and should be sent out.

Liaison Assignments

The BOS reviewed a rough draft of the Liaison Assignment letter to be sent out to all Departments, Boards, Committees, and Commissions. One change needed to be made moving Mr. Schulman to the Zoning Board of Appeals and Mr. Degen to the Parks Commission. The BOS consented that the letter should be sent out once the changes have been made.

Review/Approve Police Chief Job Description

The BOS reviewed the Police Chief Job Description and determined that the description still needed further clarification in the Supervision portion, as well as other minor changes to wording in other portions of the description. The BOS consented that once the changes had been made they would review again at the June 25th Meeting.

Police Chief Search Committee Appointments

Mr. Degen moved to approve the Committee Charge for the Police Chief Search Committee. Mr. Schulman seconded. Unanimous vote.

Mr. Degen moved to approve the following appointments to the Police Chief Search Committee, term to expire upon the hiring of a Police Chief:

Peter Cunningham as Board of Selectmen Representative.

Town of Pepperell Chief Alan S. Davis as Police Chief Representative.

Alberta E. Erickson as Groton-Dunstable Regional School District Representative.

Jane A. Bouvier as Groton Business/Professional Association Representative.

Richard Commons as Private School Representative.

Mr. Schulman seconded. Unanimous vote.

Amend Sign Committee Charge

One Reason for the change in membership is that for the past several years, the Committee has not had a quorum and at one point had 0 members.

Mr. Degen moved to reduce the Sign Committee Charge membership from five (5) members to three (3) members. Mr. Schulman seconded. Unanimous vote.

Review Walpole Affordable Housing Letter

Mr. Ritter reviewed a copy of a letter from the Town of Walpole to their State Representative about the negative impacts of Mass General Law Chapter 40B development of affordable housing. The BOS supported the letter that was written by the Town of Walpole and consented to the re-writing of the letter by Mr. Ritter to our State Representative. They also feel that we should write one back to the Town of Walpole letting them know that we are in support and feel that they have written a solid letter to follow by.

REPORT OF THE INTERIM ADMINISTRATIVE OFFICER

Mr. Ritter informed the Board and the public that there would be a Surplus Property Sale on Friday, June 29th which would include the sale of Vehicles, Desks, Computer Equipment, and other Miscellaneous Office Equipment. The Local Economic Development Projects Survey from the Regional Planning Commission is being worked on by Mr. Ritter and Michelle Collette. The Press Release for Volunteers was reviewed. Mr. Ritter requested Vacation from Monday, July 2nd Friday July 6th. The Board is not scheduled to meet that week. He attended a Generator Meeting that morning with John Estabrook, the Fire Chief and Tom Delaney. The installation should be complete by this fall at a total of around \$27,475. The Groton Community Center Ad Hoc Committee Meeting will be held Tues., June 12th at Legion Hall at 7:00 p.m. Mr. Ritter will be attending the Municipal Leadership Academy at Northeastern on Wednesday with the Governor. Mr. Degen will also be attending.

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SELECTMEN LIAISON REPORTS

Mr. Degen thanked the Riggerts for donating 6 trees that were taken down from their property to the town. He also discussed the Affordable Housing Plan created by the Town of Groton

Mr. Cunningham announced that the Blue Ribbon Governance Committee met last week with Town Counsel Lauren Goldberg. She gave clarity to the process of creating the position of a Town Manager & Administrator. The proposed petition will be on the warrant for the Town Meeting in the fall, then to the Legislature for approval, then to the ballot for the Annual Town Election in May. The next meeting for the Committee will be on June 27th at Legion Hall where the document will be fine tuned. The Surrenden Farm Land Use Committee is taking summer vacation and will not meet again until September.

ANNUAL REAPPOINTMENTS

Mr. Dillon moved to reappoint R. Thomas Delaney, Jr. as Animal Control Officer and Moth Superintendent for the one-year term, term to expire June 30, 2008. Seconded by Mr. Degen. Unanimous vote.

Mr. Dillon moved to reappoint Edward Bushnoe, Warren Gibsonm Joan MacEachern, Paul Martell, Sarah Mickle, April Moulton and Darlene Touchette as Communications Officers for the one-year term, term to expire June 30, 2008. Seconded by Mr. Degen. Unanimous vote.

Mr. Dillon moved to reappoint Bruce Clements and Peter Morrison to the Conservation Commission for the three-year terms, term to expire June 30, 2010. Seconded by Mr. Degen. Unanimous vote.

Mr. Dillon moved to reappoint Michelle Collette as Earth Removal/Stormwater Inspector for the one-year term, term to expire June 30, 2008. Seconded by Mr. Degen. Unanimous vote.

Mr. Dillon moved as amended to reappoint Barbara Avey, Florine Bakke, Audrey Bryce, Jane Chalmers, Carol Chalmers, Norma Garvin, Louise Gaskins, Lorene Holston, Lynne Kavanagh, Edward Kopec, Stephen Legge, Eleanor Mariano, Cindy Martell, Mary McGrath, Kathy Morin, Geraldine Perry, Carol Quinn, Stuart Shuman, Arestothea Staub, Rena Swezey, Janet Thompson, Marilyn Trecartin, Ann Walsh, Margaret Wheatley as Election Workers for the one-year term, term to expire June 30, 2008. Seconded by Mr. Degen. Unanimous vote.

Mr. Dillon moved to reappoint John Dee III as Alternate Electrical Inspector for the one-year term, term to expire June 30, 2008. Seconded by Mr. Degen. Unanimous vote.

Mr. Degen moved to reappoint Francis Cusack, Daniel Daigneault, Heather Emslie, Leroy Johnson, Jr., Joel Magid, Steven Micle, William Shute, Lawrence Swezey to the Emergency Management Agency for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Degen moved to reappoint Bruce Clements as Fence Viewer and Field Driver for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Degen moved to reappoint Deborah Beal Normandin as Graves Registration Officer for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Degen moved to reappoint Joseph Bosselait as Haz-Mat Emergency Response Coordinator for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Degen moved to reappoint Michelle Collette, Peter Cunningham, Carolyn Perkins, M. Theresa Ragot to the Housing Partnership for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Four Selectmen voted in favor of the motion (F.D., J.D., S.S., M.K.), one abstained (P.C.).

Mr. Degen moved to reappoint Robert L. Mulhern as Police Chief and Keeper of the Lockup/Constable, term to expire October 1, 2007. Seconded by Mr. Schulman. Unanimous vote.

Mr. Schulman moved to reappoint Paul Matisse as Keeper of the Town Clock for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Schulman moved to reappoint Donald Kinney as Local Inspector for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Schulman moved to appoint Joshua Degen as Representative to the Montachusett Joint Transportation Committee for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Four Selectmen voted in favor of the motion (F.D., S.S., P.C., M.K.), one abstained (J.D.).

Mr. Schulman moved to appoint Joshua Degen as Representative to the Montachusett Regional Planning Commission for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Four Selectmen voted in favor of the motion (F.D., S.S., P.C., M.K.), one abstained (J.D.).

Mr. Schulman moved to reappoint Kathy Morin as Parking Clerk for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Schulman moved to reappoint Mark Miller and Kenneth Pero as Police Auxiliary for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Cunningham moved to reappoint Sarah Mickle, Kathy Morin, April Moulton, Deborah Richardson, Darlene Touchette as Police Matrons for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Cunningham moved to reappoint Brian Fidler and Paul Ring as Public Safety Chaplains for the one-year term, term to

expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Cunningham moved to reappoint Lawrence Swezey as Public Safety Database Coordinator for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Cunningham moved to reappoint Steven Mickle as Road Kill Officer for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Cunningham moved to reappoint Eric Aaltonen as Sealer of Weights and Measures for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Cunningham moved to reappoint M. Constance Sartini as Town Diarist for the one-year term, term to expire June 30, 2008. Seconded by Mr. Schulman. Unanimous vote.

Mr. Keoseian moved to reappoint John Sheedy to the Town Forrest Committee for the three-year term, term to expire June 30, 2010. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Keoseian moved to reappoint Edward Bretschneider, Bruce Eason, Paul Funch, Wendy Good, Stephen Legge, Edward McNierney, Joachim Preiss, Chris Shafer, Alan Taylor to the Trails Committee for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Keoseian moved to reappoint Robert Johnson as Veterans' Service Officer for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Keoseian moved to appoint George Aggott, James Dow, James Downes III, James Downes, Jr., Darrell Gilmore, Erik Hoar, Daniel Kowalski, John Koyutis, Michael Lynn, Nicholas Papageorgiou, Sean Ready, Greg Sanborn, Benjamin Sargent, and Michael Tedesco as Special Police Officers for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Keoseian moved to appoint Robert Bielecki, Lisa Bonney, Edmond Bussiere, Gordon Clark, Douglas Cook, John Corbett, Pablo Fernandez, Scott Holt, John Janakos, John Kelly, Matthew King, Richard Landers, David Leslie, John Murphy, Patrick O'Donoghue, Jeffrey Patterson, Matthew Pinard, Robert Raffaelo, Robert Romilly, Robert Sabourin, Timothy Schaeffer as Special Police Officers for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Keoseian moved to appoint Steven Bezanson, Todd Blain, Haylie Boutwell, Steven Burke, Gordon Candow, Jared Carrubba, Alan Davis, William Greathead, Bruce Haskins, Armando Herrera, Alan Lessieur, Thomas Maskalenko, Stephen Mulkerin, Paul Nelson, Nick Parker, James Peters, David Querze, David Scott, Richard Smith, Fabrizio Vestri as Special Police Officers for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Mr. Keoseian moved to appoint Thomas McEaney, Robert Musto, Victor Neal, Jr., Daniel O'Donnell, Jr., David O'Hearn, Ronald Paulauskas, Michael Perciballi, Donald Pick, Marc Proia, Christopher Ricard, Edward Rochon, Dennis Rogers, Joseph Roy, Walter Shea, Joseph Shields, Stephen Timothy, Joseph Walker, David Welch, Robert Welch, Jr. as Special Police Officers for the one-year term, term to expire June 30, 2008. Seconded by Mr. Cunningham. Unanimous vote.

Review/Approve Minutes May 29, 2007

Mr. Degen moved to approve the minutes of May 29, 2007. Mr. Schulman seconded. Unanimous vote.

ADJOURN

Mr. Degen moved to Adjourn at 9:52 p.m. Mr. Schulman seconded. Unanimous vote.

Approved: _____

Stuart Schulman, Clerk
April Iannacone

Office Assistant

respectfully submitted,

Date Approved: June 25, 2007