

**BOARD OF SELECTMEN  
MINUTES FEBRUARY 1, 2010  
APPROVED**

**Present:** Peter Cunningham, Chairman; George Dillon, Jr., Vice Chairman; Anna Eliot, Clerk; Stuart M. Schulman; Joshua A. Degen

**Also Present:** Mark W. Haddad, Town Manager; Patrice Garvin, Executive Assistant

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

**TOWN MANAGER'S REPORT**

1. Mr. Haddad reported that work was still being done to address the traffic problems at the Route 119/Townsend Road intersection. Mr. Haddad commented that the *Mass Highway Project Needs Form* needed to be completed. Mr. Haddad would follow up with the Board at a later date.
2. Mr. Haddad reviewed the current Flag Lowering Policy with the Board. Mr. Haddad addressed the need to update the policy. Mr. Haddad met with Robert Johnson, Groton's Veterans Service Officer and Mr. Cunningham to discuss the policy and proposed changes. Ms. Eliot suggested identifying all of the public flags in Town. Mr. Haddad stated that an updated policy would be presented to the Board at the next meeting.

3. Mr. Haddad requested that the Board appoint Sandra Tobias and Joseph E. Twomey to the Williams Barn Committee; for terms to expire June 30, 2010.

*Ms. Eliot moved to appoint Sandra Tobias and Joseph E. Twomey to the Williams Barn Committee terms to expire June 30, 2010. Mr. Schulman seconded the motion. Motion carried unanimously.*

Mr. Haddad requested that the Board appoint William Strickland to the Weed Harvester Committee; for a term to expire June 30, 2010.

*Mr. Dillon moved to appoint William Strickland to the Weed Harvester Committee to expire June 30, 2010. Ms. Eliot seconded the motion. Motion carried unanimously.*

4. Mr. Haddad presented the Board with the revised RFP for the Tarbell School. Mr. Haddad stated that the comments from the Board were incorporated into the RFP. Mr. Haddad specifically addressed the concern about the Town welcoming a "friendly Chapter 40B" proposal. Mr. Haddad requested that the Board approve the draft presented in order to advertise it in the February 10, 2010 Central Register, and added that responses to the RFP would be due March 25, 2010. Mr. Haddad reminded the Board that a Public Hearing and Tour for the Prescott School is scheduled for Saturday, February 6, 2010 from 10:00 a.m. to 12:00 p.m.
5. Mr. Haddad presented the Board with a draft of the Town of Groton's Organizational Chart and that John Giger, Planning Board Member, helped create it. Mr. Haddad stated that if the Board approved the organizational chart then it would be incorporated into the 2009 Annual Town Report and 2010 Spring Town Meeting Warrant. The Board was pleased with the Organizational Chart and approved the draft without a formal vote.

**COMMON VICTUALER LICENSE RENEWAL**

Mr. Haddad requested that the Board approve the late submissions of Common Victualer Licenses (CVL) to Bruno's Pizzeria and the Natural Market, both to expire December 31, 2010.

*Ms. Eliot moved to approve the CVL renewal to Bruno's Pizzeria, 195 Main Street; hours of operation Mon-Fri 9am-9pm, Saturdays 10am-9pm and Sundays 11am-9pm, to expire December 31, 2010, Contingent on Proof of Insurance. Mr. Degen seconded the motion. Motion unanimously carried.*

*Ms. Eliot moved to approve the CVL renewal to the Natural Market, 148 Main Street; hours of operation Mon-Sat 9am-6pm, Sundays 11am-5pm, to expire December 31, 2010. Mr. Degen seconded the motion. Motion unanimously carried.*

### **FISCAL YEAR 2011 (FY11) BUDGET UPDATES**

Mr. Haddad reviewed the FY11 Proposed Operating Budget with the Board. Mr. Haddad reviewed the following documents: FY11 Levy Limit Calculations, FY11 Total Tax Levy Calculations, FY11 Revenue Estimates, FY11 Proposed Expenditures, FY11 DOR Tax Rate Recapitulation Sheet, Tax Rate Recapitulation- Local Receipts Not Allocated, and Estimated Receipts and Other Revenue Sources. Mr. Haddad also commented on the Governor's proposed budget and how it will affect Quinn payments moving forward. Mr. Dillon stated that the Governor's budget was tenuous at best and that the State was looking at a two billion dollar deficit. Mr. Haddad explained that the proposed FY11 excise revenue number would need to be adjusted down due to recent information on current collection rates. Mr. Degen asked how the Country Club lease payment would be carried in FY11. Mr. Haddad stated that the Country Club lease payment was a realistic number in the proposed budget. Mr. Degen asked if there was a discussion to increase the Fines and Forfeits line shown on the FY11 Revenue Estimates Sheet. Mr. Haddad reported that Nashoba Valley Technical High School budget would show a slight increase, but Groton's assessment would increase \$68,000 due to an increase in students from Groton and a change in the minimum contribution formula.

Mr. Haddad presented the Board with a five year budget projection for review and consideration. The five year budget projection shown was assuming a Proposition 2 ½ increase each year (FY11 through FY16). Mr. Haddad discussed the impact of any override during those five years, and its impact on future budgets. Mr. Haddad noted that the purpose of this exercise was to illustrate future budgets, based on the best assumptions at this time.

### **LIAISON REPORTS**

Mr. Degen commented on the superintendent search process and stated that a selection could be made in early March. Ms. Eliot reported that the sign committee would not have a revised sign bylaw ready for the Spring Town Meeting. Mr. Schulman commented on the recent Country Club meeting and the discussions that occurred to potentially sell the Country Club. Mr. Dillon added that the Country Club has sent out information to residents regarding club membership. Mr. Dillon commented on his recent meeting with Mark Haddad, Town Manager, Jay Prager, Finance Committee Chairman and the Donald Palma, Police Chief about the FY11 budget and possible budget strategies.

### **MINUTES**

*Ms. Eliot moved to approve the November 16, 2009 regular meeting minutes. Mr. Dillon seconded the motion. Motion carried (4-0-1 Mr. Schulman abstaining).*

*Ms. Eliot moved to approve the November 23, 2009 regular meeting minutes, as amended. Mr. Schulman seconded the motion. Motion unanimously carried.*

*Mr. Dillon moved to approve the November 16, 2009 executive session meeting minutes, not to release. Ms. Eliot seconded the motion. Motion carried (4-0-1 Mr. Schulman abstained).*

**ADJOURNMENT**

*Mr. Dillon moved to adjourn at 8:10pm. Ms. Eliot seconded the motion. Meeting adjourned.*

Approved: \_\_\_\_\_  
Anna Eliot, Clerk

\_\_\_\_\_ respectfully *submitted*,  
Patrice Garvin  
Executive Assistant to the Town Manager

Date Approved: 3-15-10