

**BOARD OF SELECTMEN
WORK SESSION
MINUTES SEPTEMBER 13, 2010
APPROVED**

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

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

Mr. Schulman called the meeting to order at 6:00pm.

TOWN MANAGER'S REPORT

1. Mr. Haddad [**Document #1-D. Dunbar Resume**] stated that over 45 applications were received for the Land Use Office Assistant Position and requested that the Board ratify his appointment of Dawn Dunbar to the position as recommended by Michelle Collette and Kathleen LeBlanc. Ms. Collette acknowledged the work of Local Inspector Don Kinney, Paula Martin and Margo Hammer for their work during the Land Use Transition. Mr. Schulman wanted to ensure coverage on the counter. Ms. Collette stated that the counter coverage was anticipated.

Ms. Eliot moved to ratify the Town Manager's appointment of Dawn Dunbar to the Land Use Office Assistant position to begin September 20, 2010; at grade 5 Step 4 \$19.53 per hour. Mr. Cunningham seconded the motion. Motion unanimously carried.

2. Mr. Haddad requested that the Board of Selectmen appoint David Wilder to the Affordable Housing Trust. Mr. Haddad stated that Mr. Wilder has read all the required documents and that the vacancy was for a one year term, followed by a full three-year term. Mr. Degen asked if Mr. Wilder had any private affiliation as a mortgage broker. Mr. Wilder stated that any conflict he would recuse himself. Mr. Wilder added that he has a lot of experience qualifying people for housing they can afford.

Ms. Eliot moved to approve David Wilder to the Affordable Housing Trust for a term to expire June 30, 2011. Mr. Cunningham seconded the motion. Motion unanimously carried.

3. Mr. Haddad requested that the Board ratify his appointment of Alberta Steed as an Election Worker, to work in tomorrow's election.

Mr. Degen moved to ratify the Town Manager's appointment of Alberta Steed as an Election Worker for a term to expire June 30, 2011. Mr. Dillon seconded the motion. Motion unanimously carried.

4. Mr. Haddad requested that the Board ratify his appointment of David Roy to the Insurance Advisory Committee as the Highway Union Representative.

Mr. Dillon moved to ratify the Town Manager's appointment of David Roy to the Insurance Advisory Committee as the Highway Union Representative. Ms. Eliot seconded the motion. Motion unanimously carried.

GOALS AND OBJECTIVES [**Document #2-2009 Selectmen Goals and Objectives**]

1. Continue to implement all provisions of the Charter: Mr. Cunningham stated that he would like to see the budget process with the Finance Committee be more supported by the Board if there is disagreement. Mr. Cunningham was concerned that last year's budget process pushed off the long term benefit of the town to appease the one fiscal year for the FinCom. Mr. Cunningham saw this as growing pains of a new charter. Mr. Schulman stated that the Board already has the power to disagree. Ms. Eliot stated that in the past the

Board has disagreed with FinCom giving the country club as an example. Mr. Degen stated that the Board and FinCom did not agree on the IT Manager position. Mr. Degen noted that he would like to see a budget that does not rely on state aid. Mr. Haddad suggested using wording such as “less reliant” on state aide not zero reliance. Ms. Eliot agreed stating that if the state saw that the town did not need aide it would not give any state aide. Mr. Dillon indicated that there has in the past, been a give and take situation with the FinCom in an attempt to provide a realistic united approach to Town Meeting. The one significant difference occurred last year If the Board and FinCom have a serious difference then let Town Meeting Decide.

2. To encourage businesses to locate in Groton in concert with the Master Plan: Mr. Haddad noted that this goal was ongoing. Ms. Eliot stated that she would like to see an Economic Development Director hired. This position would seek out funding and reach out to businesses. This position could also be shared with another community. Ms. Eliot noted that Ayer has a part time Economic Development Director. Mr. Schulman suggested that the Board needed to be updated on the Master Plan and suggested that the Master plan committee come to a selectmen’s meeting.

Mr. Degen suggested a Community Development Corporation rather than an Economic Development Director. Ms. Eliot stated that the town tried but was unable to take the next step. Ms. Eliot needed the authority from the Board to approach other towns to share an Economic Development Director position. Mr. Haddad stated that this position can be discussed during the FY12 budget process and potentially be brought to the Spring Town Meeting. Mr. Dillon noted the Groton Board of Trade and their role working with the town, and that they should be given an opportunity to operate so that the Board of Selectmen can evaluate their impact on Local Economic Development and the possible need of an Economic Development Director. Mr. Schulman stated that a goal of the selectmen should be to look at all areas where regionalization can occur. Mr. Dillon stated that the Town Manager should investigate regionalization possibilities.

Ms. Eliot noted the need for residents to shop local. Mr. Schulman suggested making local business announcements before each Board meeting. Mr. Dillon suggested that the potential announcements meet a certain criteria.

3. To sell town owned property on Station Avenue to kick start economic development as outlined in Station Avenue Overlay District Zoning Bylaw: Mr. Haddad gave a brief update on the recent agreement on the Downes property and the application for a PWED grant. Mr. Haddad stated that he will keep the Board updated on the issue.
4. To implement Affordable Housing Plan: Mr. Haddad noted that the Affordable Housing Trust has been appointed and work continues through the Housing Coordinator. Mr. Dillon commented on the possible change on the 40B legislation. Mr. Degen suggested working with state legislators to craft changes to the 40b law.
5. To determine the future of vacant town building, including Squannacook Hall, Tarbell School and Prescott School: Mr. Haddad noted that the Tarbell RFP was due at the end of the month and he has not received any interest in the RFP. Mr. Degen suggested looking into leasing the property to local organizations. Mr. Dillon stated that the costs for Tarbell needed to be identified before moving forward with a lease structure for the building, so that potential leases would have some relative idea of their base costs. Mr. Haddad

requested that the Board create a subcommittee to work with the DPW director to discuss vacant building in town.

6. To implement objectives set out in Army Community Covenant: Mr. Dillon reported that the committee has met. Mr. Degen suggested filling the rationale and task in the goal sheets. Mr. Dillon gave a brief description of the committee and their plans to reach out to local businesses in town to offer service for military deployed families.

OTHER GOALS: Mr. Schulman suggested a regionalization goal. The country club was also considered for a goal. Mr. Haddad gave the Board a brief update on the bidders conference. Mr. Haddad stated that without an RFP the goals cannot be determined. Adding the support for local businesses was also noted as a board goal.

OTHER BUSINESS

Mr. Dillon asked if a letter could be sent to the two Boy Scout troops in town thanking them for their work during GrotonFest, and throughout the year i.e. setting out flags on Main Street and West Main Street; participating in mass at the 9/11 ceremonies; cleaning up papers at the Town Field just before the 9/11 ceremonies. Mr. Degen asked for follow-up on a Peace book Letter. Ms. Eliot suggested a letter to the first responders that came to GrotonFest.

ADJOURNMENT

Ms. Eliot moved to adjourn the meeting at 7:20 p.m. Mr. Dillon seconded the motion. Meeting adjourned.

Approved: _____
George F. Dillon, Jr., Clerk

_____ respectfully submitted,
Patrice Garvin
Executive Assistant to the Town Manager

Date Approved: 9-27-10