

**BOARD OF SELECTMEN
MINUTES SEPTEMBER 27, 2010
APPROVED**

Present: Stuart M. Schulman, Chairman; Anna Eliot, Vice Chairman; Peter Cunningham

Absent: George Dillon, Jr., Clerk; Joshua A. Degen

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

Mr. Schulman called the meeting to order at 7:00pm and reviewed the agenda for the public. Mr. Schulman also announced many local activities and local businesses in town.

TOWN MANAGER'S REPORT

1. Mr. Haddad [**Document #1-R. Hewitt Interest Form**] stated Mr. Hewitt has submitted an interest form to fill the vacancy on the Community Preservation Committee. He was interviewed by the CPC and the committee is recommending Mr. Hewitt's appointment. Mr. Schulman asked Mr. Hewitt what he felt his role would be on the CPC. Mr. Hewitt replied that there are limited resources, and CPA funds need to be strategically used to advance the goals of the Town. Mr. Cunningham made Mr. Hewitt aware of advocacy groups that would be a good resource.

Mr. Cunningham moved to affirm the Town Manager's appointment of Richard Hewitt to the CPC for a term to expire June 30, 2011. Ms. Eliot seconded the motion. Motion unanimously carried.

2. Mr. Haddad stated that the Council on Aging has a vacancy for a per diem Van driver. Mr. Haddad requested that the Board ratify his appointment of James Hallet. Mr. Hallet is a retired manufacturing engineer and does a lot of volunteer work with the COA. Mr. Schulman asked if this required a special license. Mr. Haddad replied that no special license was required but training would occur.

Mr. Cunningham moved to affirm the Town Manager's appointment of James Hallet as the Council on Aging per diem van driver. Ms. Eliot seconded the motion. Motion unanimously carried.

3. Mr. Haddad distributed [**Document #2-Draft Letter Seeking Peer to Peer Technical Grant**], which is a Technical Assistance Grant from the Department of Housing and Community Development. Carolyn Fischer is seeking a \$1k grant to assist in creating a guidebook to ensure proper procedures and timing is followed pursuant to MGL Chapter 40B and the Town's Inclusionary Zoning provisions throughout the development cycle of affordable housing.

Ms. Eliot moved to authorize the Chairman to sign the application for the Peer to Peer Technical Assistance Grant from the DHCD. Mr. Cunningham seconded the motion. Motion unanimously carried.

4. Mr. Haddad reported that the Planning Board is scheduled to present an update of the Flexible Development Bylaw at a Public Hearing on October 14th; therefore the discussion on this article will need to occur prior to Town Meeting.

5. Mr. Haddad distributed [**Document #3-Updated Goals and Objectives**] and asked the Board if there were any revisions. Ms. Eliot suggested adding to goal number two the focus on service to residents. Mr. Schulman commented on the goal of regionalization. Changes were added to the goals regarding regionalization, a focus on Economic Development and continued efforts to review empty town owned buildings.

6. Mr. Haddad commented [**Document #4-Police Chief Draft Agreement**] on his discussions with the new employment agreement with Police Chief Donald Palma. His current contract is due to expire on 9-30-10. A preliminary

agreement has been reached, subject to the Boards approval. Mr. Haddad stated that the new contract would be through June 30, 2013. Mr. Haddad noted the consistency with other contracts in Town and with other employees, keeping the Chief's contract with a step increase of 3%. All reference to the Quinn has been removed and the stipend for his role as Emergency Management Director has been restored. Mr. Haddad stated that a personal day had been added and that the Chief's compensation for FY11 will be prorated from 10-1-10 through 6-30-1;1 based on an annual salary of \$113,000. Similar to language other languages future increases will be based on performance, subject to approval by the selectmen. Mr. Schulman commented on the good performance of the Chief as well as the other two selectmen. Mr. Cunningham suggested holding off on approving the contract until the entire Board was present. Mr. Haddad stated that he would bring the contract agreement to the next selectmen's meeting.

7. Mr. Haddad updated the Board on the open warrant articles. Mr. Haddad stated that Mr. Don Black attended the Finance Committee meeting last Thursday and presented information on article 11. The funding request will pay for an appraisal on the property and assist the Town in filing grant applications with the State. The owner of the property is required to reclaim and loam and seed the property. The land will ultimately be laid out for four playing fields that meet the need of sporting in Town. Any funding left over from the 30k request will be returned to the CPA fund. The finance committee voted unanimously to support this request. The Board asked for clarification as to where this field was.

Mr. Haddad added an article to deal with the Survey and Legal issues surrounding Jenkins Road and the cost associated with this article, should the Board determine to go forward with this issue, will be in the neighborhood of \$35,000. The Finance Committee is recommending that we appropriate \$6,000 to pay for the survey only. Either way, there is a need to transfer funding from Free Cash. Michelle Collette spoke with three surveyors about Jenkins Road. None of the surveyors would be able to survey the road without going on the property. GPS is not accurate enough for survey purposes. In addition, Land Court requires much more precise documentation. Therefore, if we are not allowed on the property, a complete survey would not be possible. It is possible to do a partial survey on either side to determine the approximate location of Jenkins Road. Mr. Haddad asked the Board to table this matter until both Selectmen Degen and Dillon return.

Also enclosed with this report are the proposed article assignments for the Board of Selectmen. [**Document #5-Article Assignments**]

We have received official Free Cash certification from the Department of Revenue for FY 2011. The Town's Free Cash has been certified at \$818,654. Enclosed with this report [**Document #6-Proposed Expenditures** is a breakdown of Proposed Expenditures and Sources for the Fall Town Meeting.

PUBLIC HEARING-EARTH REOMVAL PERMIT-ELLIOT BLOOD

Ms. Eliot moved to open the public hearing at 7:30pm. Mr. Cunningham seconded the motion. Hearing opened.

Mr. Schulman read the legal notice into the record and asked if there was anyone who wished to speak regarding the renewal.

Mr. Cunningham moved to close the public hearing at 7:33pm. Ms. Eliot seconded the motion. Hearing closed.

Ms. Eliot moved to renew the Earth Removal Permit to Eliot Blood of 94 West Main Street to expire October 6, 2012, with all the standard conditions. Mr. Cunningham seconded the motion. Motion unanimously carried.

TOWN MANAGER'S REPORT Continued

Mr. Haddad distributed [**Document #7-Country Club Budget**] that would be for the remaining eight (8) months of FY 2011. Mr. Haddad stated that the projected budget meets the revenues and added that next year will be a full year's budget. Mr. Haddad stated that the budget will be assigned a different section in the Towns budget. Mr. Cunningham asked about the status was of the RFP. Mr. Haddad stated that the responses were due October 7th and if a response is received the article will be withdrawn. The recommendation for this article stands at 2 in support, 2 at town meeting and 1 against.

Article 4 – Transfer Money into the Stabilization Fund: The Finance Committee has voted to recommend the transfer of \$150,000 from Free Cash to the Stabilization Fund. Mr. Haddad asked the Board to support this article. Three selectmen were in support of this article.

Article 16 – Land Acquisition – Old Dunstable Road – Two members deferred action on this article at last week's meeting. The Finance Committee has voted unanimously not to recommend this article to Town Meeting. Two selectmen were not in favor of this article.

Article 17 – Land Acquisition – Station Avenue – The Light Commission has accepted the terms of the acquisition of this property. The total price for the property is \$340,000, with \$100,000 down and the remaining \$240,000 paid over ten years. Mr. Haddad asked the Board to support this article to Town Meeting. Three selectmen were in favor of this article.

Article 18 – Use Proceeds – This article would authorize the funding to purchase the property described in the previous Article 17. Mr. Haddad asked the Board to support this article to Town Meeting. Three selectmen were in favor of this article.

Article 19 – Borrowing Authorization for New Offices – This article will authorize the borrowing of not more than \$2 million to construct the new Light Department Offices on Station Avenue. The total project cost is expected not to exceed \$4 million and will be rate payer neutral. Three selectmen were in favor of this article 2 were at town meeting.

Article 24 – Accept §9D½ of Chapter 32B – The Board had requested information on the percentages paid by other communities in the area. Kathleen LeBlanc has gathered this information [**Document #9-13-10 Draft HR Report**]. A majority of the Communities pay 50% of the premium. Groton currently pays 65% of the premium. The Finance Committee has voted unanimously to not recommend this article. Mr. Cunningham asked if this article could be passed where it grandfathered those currently receiving this benefit; Mr. Haddad replied that it could not be grandfathered. Two selectmen oppose this article three were at Town meeting.

Mr. Cunningham moved to close the public hearing for the 2010 Fall Town Meeting Warrant. Ms. Eliot seconded the motion. Hearing closed.

8. Mr. Haddad noted that the next selectmen's meeting will be on the second floor due to a projected high attendance due to the shooting range issue. Mr. Haddad reminded the board that a petition was received and distributed at the last meeting.
9. Mr. Haddad stated that there will be a public hearing on October 23rd in Town Hall to discuss the future use of Squannacook Hall. Mr. Wheatley had requested this hearing. Mr. Haddad explained that the hearing could not be held in Squannacook Hall due to liability issues.

SELECTMEN LIAISON REPORTS

Mr. Schulman commented on the recent Groton Cable open house. Mr. Cunningham suggested having programming that shows residents how Town Meeting works.

MINUTES

Mr. Cunningham moved to approve the regular session minutes of September 13, 2010. Ms. Eliot seconded the motion. Motion unanimously carried. [Document #9-14-10 Draft Minutes]

ADJOURNMENT

Ms. Eliot moved to adjourn the meeting at 8:05 p.m. Mr. Cunningham seconded the motion. Meeting adjourned.

Approved: _____
Anna Eliot Vice Chairman

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

Date Approved: 11-1-10