

**SELECT BOARD MEETING
MINUTES JUNE 25, 2018
APPROVED**

BOS Members Present: Alison S. Manugian, Vice Chair; John R. Giger, Clerk; Joshua A. Degen, Member; Rebecca H. Pine, Member

Members Absent: Barry A. Pease, Chair

Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant

Ms. Manugian called the meeting to order at 7:00pm and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad read a press release pertaining to a lawsuit brought forth by call firefighters.

PUBLIC COMMENT PERIOD

Mr. Ellen Baxendale asked if Groton was holding 4th of July Fireworks. Mr. Haddad said that they would be held on Monday, July 9th.

Mr. Jack Petropoulos requested that more information be posted on the website pertaining to items on the agenda prior to the meeting.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that they recently had an officer leave to take a position in Lowell. He said that because of the need to fill the new SRO position also, they didn't have time to promote a Reserve Officer. He said that they advertised and recruited a certified officer they wanted to hire 7 years ago. Mr. Haddad said that he was pleased to bring forward the appointment of Andrew Davis as a Patrolman for the Groton Police Department. He said that Mr. Davis grew up in Groton and attended GDRSH and that he had been a fulltime office since 2011 in Lincoln, MA. Deputy Chief Cullen said that he could not endorse him more and was looking forward to having Mr. Davis join the department. Mr. Haddad said that the appointment would be effective immediately and asked the Board consider ratifying the appointment.

Mr. Giger moved that they ratify the appointment of Andrew Davis to the Groton Police Department. Ms. Pine seconded the motion. The motion carried unanimously.

2. IT Director Mike Chiasson came before the Board to discuss recommendations made about the IT Department in the Matrix Audit. Ms. Pine asked questions relative to the website. Mr. Giger said that he had started some dialogue with the Town Manager and would be meeting with the IT department on Thursday.
3. Mr. Haddad said that he had provided the Board with a Draft Warrant Article to reflect the Board's position on a partial ban of Recreational Marijuana. He said that the Board caught the error when reviewing the draft during the meeting. He said he went back to Town Counsel to discuss this issue who has since then revised the Article to properly reflect the Board's position. Mr. Haddad said that if the Board was in agreement with the Draft Article, he respectfully requested permission from the Board to submit the Article to the Planning Board so that they could begin their legal review. Mr. Degen said he thought under 5C it needed to be clear that the number of facilities was limited to only 3 total not 3 of each. Mr. Haddad said he could make that change prior to submitting to the Planning Board. Ms. Pine said that she thought there were some areas where punctuation and wording could be edited. Mr. Giger said that the Planning Board would go through it with a fine-tooth comb.

Mr. Degen moved that they revise the marijuana bylaw to the Planning Board for their review and public hearing process for an October 1, 2018 Special Town Meeting. Ms. Pine seconded the motion. The motion carried unanimously.

4. Mr. Haddad said it was time for the Board to call for the Fall Town Meeting. He respectfully requested that the Board call for the 2018 Fall Town Meeting on Monday, October 1, 2018. He said that the warrant would open that night and close on Thursday, August 2nd.

Mr. Degen moved that they call for the 2018 Fall Town Meeting to be held on Monday, October 1, 2018. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Haddad said he also would like the Board to call for a Special Town Meeting to be held on October 1, 2018 at 7:30pm. He said that the purpose was to dissolve the meeting that night. He added that there was a quorum requirement of approximately 262 people.

Ms. Pine moved that they call for a Special Town Meeting to be held on October 1, 2018 at 7:30pm. Mr. Degen seconded the motion. The motion carried unanimously.

Ms. Pine moved that they open both the 2018 Fall Town Meeting and 2018 Special Town Meeting warrant that night and close them on Thursday, August 2, 2018. Mr. Degen seconded the motion. The motion carried unanimously.

5. Mr. Haddad asked the Board to consider ratifying his appointment of Matt Whelan to the Pro Shop Staff at the Country Club.

Mr. Degen moved that they ratify the Town Manager's appointment of Matt Whelan. Ms. Pine seconded the motion. The motion carried unanimously.

6. Mr. Haddad explained how the Town of Dunstable had recently ended their relationship with their Town Administrator. He said that they were going through a transitional period and had reached out to him for assistance. Mr. Haddad said that before embarking on hiring a new Administrator, they would like to have him evaluate their operations over the next couple of months and advise them on how best to proceed, including assistance with recruitment, etc. They believe this work would require 10-15 hours per week. Mr. Haddad explained the following language from his contract:

"OTHER EMPLOYEMENT: In accordance with the Town of Groton's Charter, Article 4, Section 4-1(b), the Town Manager's position is a full-time position, and he is not to hold any other public office, elective or appointive. Other employment must be approved, in advance and in writing, by the Board. If the Employee accepts employment without prior written approval, this Agreement may be terminated immediately by the Town, with no severance due to the Employee."

Mr. Haddad said that in order to help Dunstable, he would need the express written consent of the Groton Select Board. He said he could do this as part of his current duties and have Dunstable reimburse Groton for his time, or he could do it in addition to his current duties and seek additional compensation from the Town of Dunstable. Mr. Haddad said that he didn't want there to be a perception that he had a lot of extra time but thought this would be a great opportunity to help a neighboring town.

Ms. Pine thought the time commitment was vague. Mr. Haddad said they were thinking about 10-15 hours/week but would not know definitely until there was a scope. He said that Dunstable thought they would need him for about 3 months. Ms. Pine said she was quite uneasy about finding a way to take 15 hours away from his current responsibilities. She said it seemed impossible and foolish. Mr. Degen said that if they were to craft this correctly, they could assist their neighbor, and be reimbursed for time. He added that they could not tell someone how to use their time. He said he thought being able to have a large lens broadcast on Dunstable government could lend opportunities to Groton and potential regionalization opportunities down the road. He said that this could work out in favor of both towns. Mr. Degen said that burnout was also a concern of his but thought this was a unique opportunity. Mr. Haddad said that he wanted to start by talking to Dunstable about a scope with one of them present also. Mr. Giger agreed that seeing a statement of work was necessary before making any decisions. Mr. Degen suggested that Mr. Giger be the one to sit down with the Town Manager and Dunstable. Ms. Manugian said that the questions and concerns was something they all shared.

Mr. Degen moved that they allow Mr. Giger and Mr. Haddad to speak with Dunstable officials about this further. Ms. Pine seconded the motion. The motion carried unanimously.

OTHER BUSINESS

Mr. Degen announced that the Farmers Market would begin on Friday July 6th at Williams Barn and run throughout the summer.

ON-GOING ISSUES

G: Mr. Degen said that he had started to work on this policy and would have an update for the Board on July 9th.

H: Mr. Haddad said that they had a kickoff meeting that day for the Senior Center. He said that the Notice to Proceed would be issued on July 9th. He said that they were working on the demo piece and whose responsibility the asbestos removal was. Mr. Haddad said that they contractor seemed eager to start and knew what they needed to know and do.

M: Mr. Degen said that the Groton School had begun the sidewalk installation on Farmers Row. He commented on what a great asset this would be to the Groton School and the Town.

R: Mr. Haddad said that the Fire Department Task Force met that day. He said he suggested to the Committee that they consider getting rid of the deadline and meet at their pace. He said he also told the Committee it would be nice if any potential outcome be fit into the budget process for next year if possible. He said that the Task Force planned to meet on Monday's at 6pm. Mr. Giger talked about an editorial that was published and the misconception out there about the timeline. Mr. Degen said they were taking a slow approach to study and relay the needs of the departments. Mr. Haddad said that he wanted the Task Force to look at the level of service and how to attain that level of service.

P: Ms. Pine asked about building permit fee waivers. Mr. Haddad said that the Board wanted to discuss whether a policy should be put into place. Mr. Degen suggested that a building permit fee waiver be subject to a public hearing. Ms. Pine suggested that they take a more comprehensive view such as projects over a certain size, etc. Mr. Degen said if the construction cost was prescribed in writing, the cost was the cost and any request for a reduction in a fee should be before the Board at a public hearing. Ms. Manugian said that a public hearing process was what they learned from the Indian Hill situation. She said they needed something in writing to consider. Mr. Giger said that he didn't want to see the Board arguing fee waivers or reductions adding if a contractor could not give them us a responsible cost they couldn't issue a building permit.

S: Mr. Haddad said that he would be scheduling an Executive Session on July 9th to update the Board on the negotiations.

Mr. Haddad asked the Board if they could meet on July 9th at 5:30pm because of the fireworks scheduled for that night.

MINUTES

Ms. Pine moved that they approve the meeting minutes of June 11, 2018. Mr. Degen seconded the motion. The motion carried unanimously.

Mr. Haddad asked the Board to enter into Executive Session pursuant to M.G.L. c30A, §21(a)(2) "To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel" to discuss the Police Chief's contract and not return to Open Session.

Mr. Degen made the motion. Ms. Pine seconded the motion. Roll Call: Manugian-aye; Pine-aye; Giger-aye; Degen-aye

Approved: _____
John Giger, Clerk

_____ respectfully submitted,
Dawn Dunbar, Executive Assistant

Date Approved: 7/30/18