

**SELECT BOARD MEETING  
MINUTES JULY 9, 2018  
APPROVED**

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

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

Mr. Pease called the meeting to order at 5:01pm and reviewed the agenda.

**ANNOUNCEMENTS**

Mr. Haddad announced a vacancy on the Affordable Housing Trust with a deadline of August 15<sup>th</sup> to submit committee interest forms.

Ms. Pine said that the Library Trustees would be meeting with the Finance Committee on Tuesday night at Legion Hall to discuss the building envelope study.

Mr. Haddad asked the Board to vote to officially appoint Michael Luth as the Police Chief. He said that the background check had come back fantastic. He asked the Board to ratify the contract between the Town and Mr. Luth also.

*Ms. Pine moved to appoint Michael Luth as the next Chief of Police effective July 16, 2018 through June 30, 2021. Mr. Degen seconded the motion. The motion carried unanimously.*

*Mr. Degen moved that they ratify the employment contract between the Town of Groton and Michael Luth from July 16, 2018 and June 30, 2021. Mr. Giger seconded the motion. The motion carried unanimously.*

**PUBLIC COMMENT PERIOD**

Mr. Bud Robertson said that the Personnel Board had 2 openings and encouraged interested persons to fill out an interest form.

Mr. Jack Petropoulos commented on the on-going issues list. He asked the Board to consider removing them from the agenda so that people didn't show up for a meeting thinking they might talk about them. He said there might be another way of doing this. Mr. Pease said that this list was put on the agendas for the Board and the public. He said that as a general practice, they didn't vote on items on this list unless they were listed separately on the agenda. He said that this list helped them to keep items fresh on their mind. Mr. Pease said that they could not come off adding they were valuable to them and the public. Mr. Giger said that this was an outgrowth of the team building exercise that the Board did in late May. Ms. Pine said that it was useful to keep the list on the agenda. She suggested changing the wording on the agenda to say that this list of topics was for informational updates and questions only, and votes would not be taken. Mr. Pease said that he would make an effort that they don't take any votes on the list of items.

**TOWN MANAGER'S REPORT**

1. Town Clerk, Mike Bouchard said that they had a few elections between now and a year from now and would not have use of the Senior Center. He recommended use of Town Hall for those elections. Mr. Bouchard explained the other locations around town that he had researched. He asked that the First Floor Meeting Room be used during the times explained in his letter to the Board. Mr. Pease asked about using the Country Club for all 3 precincts. Mr. Bouchard said that parking was already a problem there adding he was not sure he could fit another precinct in there. Mr. Haddad said that the Board would need to vote to authorize the Town Clerk to use the Town Hall as the polling location for Precinct 1.

*Mr. Giger moved that they approve the request made by the Town Clerk to move Precinct 1's polling place location to the Groton Town Hall as outlined in the Town Clerk's memo 6/25/18. Ms. Manugian seconded the motion. The motion carried unanimously.*

## **PLANNING BOARD VACANCIES**

Mr. George Barringer called the Planning Board to order at 5:38pm. Mr. Scott Wilson, Ms. Carolyn Perkins, Mr. Russ Burke and Mr. Takasi Tada were also present. Mr. Haddad said that the Planning Board currently had 2 vacancies. He said that the Planning Board had interviewed 2 candidates at their last meeting. Mr. Haddad said that at the next Town election on May 21, 2019, there would be 3 open seats; two 3-year seats and one 1-year seat adding that appointment to these 2 open seats would be until the next election. Mr. Barringer introduced Annika Nilsson Ripps and Gus Widmayer as applicants to fill the vacancies adding the Planning Board found them to be quite well qualified.

Ms. Pine asked each to provide a brief statement about their understanding of the role and what they brought to the Board. Ms. Nilsson Ripps said that she worked with feasibility and zoning studies and construction administration adding she hoped to have an opportunity to help shape Groton. She said that they were a strong but small community and thought that they could embrace some of the shared values of their agricultural history. Mr. Widmayer said that he had moved to Town over 10 years ago adding he was the owner of a small business who imported packaging from overseas for the electronics industry. He said that he had reconstructed a house in Boston which allowed him the opportunity to move through the permitting process. He said that he had also written a couple of books and had a real interest in the transfer of land through deeds or certificates of title.

Mr. Degen asked what their feelings were about rezoning land for additional business land. Mr. Widmayer said he was very close to Four Corners and thought it made sense to continue to attract businesses but at the same time loved Groton's history and culture. He said he was not sure if he was pro or con on that. Ms. Nilsson Ripps said she thought there was some opportunity for growth adding that urbanization was important but needed to be thoughtfully done to preserve the character of the Town. Mr. Giger explained how the Planning Board was a quasi-judicial board and how they did generate town code (bylaws). He said he personally could not emphasize the importance of attendance at meetings. Ms. Manugian asked about their thoughts on zoning regulations. She said it had been a while since they had been reviewed wholeheartedly adding she thought some parts were ready for remediation. Ms. Nilsson Ripps said she was not up to speed on them yet.

Mr. Haddad said that any vote needed to be done by a roll call vote. Mr. Burke said there was a sense of urgency with this because of applications coming before them.

*Ms. Pine moved to nominate for appointment Annika Nilsson Ripps to the Planning Board effective today through May 21, 2019. Mr. Burke seconded the motion. Roll Call: Pine-aye; Pease-aye; Degen-aye; Manugian-aye; Giger-aye; Barringer-aye; Burke-aye; Wilson-aye; Perkins-aye. The motion carried unanimously.*

*Ms. Pine moved to nominate for appointment Gus Widmayer to the Planning Board effective today through May 21, 2019. Mr. Burke seconded the motion. Roll Call: Pine-aye; Pease-aye; Degen-aye; Manugian-aye; Giger-aye; Barringer-aye; Burke-aye; Wilson-aye; Perkins-aye. The motion carried unanimously.*

*Mr. Burke moved to adjourn at the Planning Board at 5:55pm. Mr. Wilson seconded the motion. The motion carried unanimously.*

## **TOWN MANAGER'S REPORT – Cont.**

2. Mr. Haddad reviewed a list of proposed line item transfers and asked the Board to consider authorizing them. Ms. Manugian asked a question about the country club transfers. Mr. Haddad said that because they had a successful camp season last year plus some extra fertilizer that was needed they needed to move some money around.

*Ms. Manugian moved that they approve the transfers as presented for FY18. Mr. Giger seconded the motion. The motion carried unanimously.*

3. Ms. Manugian moved to approve a one-day beer and wine license for the Second Annual Groton Neighbors Pot Luck to be held on Sunday, July 22, 2018 as requested. Mr. Pease seconded the motion. The motion carried unanimously.

4. Ms. Manugian moved to approve a one-day all alcohol license for the Groton Historical Society's Farm to Brew Event at Williams Barn to be held on Saturday, August 25, 2018 as requested. Mr. Pease seconded the motion. The motion carried unanimously.
5. Mr. Haddad said that he, Mr. Giger and Ms. Dunbar had met in session with Dunstable BOS to see if he would be able to assist in their transition. Mr. Haddad said that Dunstable shared Groton's concerns and preferred that he performs the work outside of his job here in Groton. Mr. Haddad said they also discussed giving this a deadline of the end of September. Mr. Haddad said that his number one priority was Groton and everyone agreed with that. Mr. Giger said he saw what they were being asked and if Mr. Haddad was willing, he thought it would be a good thing to be a good neighbor to Dunstable. Mr. Giger said that Mr. Haddad was qualified to do what was being asked of him and any compensation would be between Mr. Haddad and the Town of Dunstable. Mr. Haddad said that if the Board agreed, they would need to vote to allow this to happen.

Ms. Pine said that they had discussed a list of deliverables and amount of time at their last meeting. Mr. Giger said that the time needed would be what Mr. Haddad decided to use whether that be vacation time or nights and weekends. Mr. Giger said he asked Dunstable to prioritize what Mr. Haddad would need to work on but got the feeling they were not entirely aware of what they need to be worked on yet. Mr. Giger said he didn't think Mr. Haddad was doing this for the money but to help out a neighbor. Mr. Haddad said that that was correct. He said that his priority was Groton adding he liked it here and wanted to continue to work in Groton. Mr. Robertson said he thought this was a good deal for Groton and Dunstable and thought Mr. Haddad could find time to do this. He said he also thought the right way to do this was for Dunstable to pay Mr. Haddad directly. He said he had done this personally when he was working and it worked out fine. Ms. Pine said it was important to be a good neighbor but was not in favor of people not taking a vacation. She said that Mr. Haddad was available to them around the clock adding that Dunstable had other options available to them. She said she was not in favor of this. Mr. Haddad said he respected her opinion on this.

*Ms. Manugian moved that they authorize the Town Manager to take employment from Dunstable outside of obligations to the Town of Groton per the requirements of the Charter with a deadline not to exceed September 30, 2018 without further approval. Mr. Degen offered a friendly amendment to say that said contract was subject to termination by the Town of Groton at any time. Mr. Giger seconded the motion and amendment. The motion carried 4-1-0 with Ms. Pine opposed.*

#### **ON-GOING ISSUES**

A: This would be removed.

D: Mr. Haddad said that he was working with Mr. Giger on this.

E: Mr. Haddad said that he was meeting with the Sewer Commission on Wednesday.

F: Mr. Haddad said that they had hoped to kick off construction that day but instead expected to issue the notice to proceed the following week.

I: Mr. Haddad said that he had asked Kathy Shelp to come in on July 23<sup>rd</sup> to discuss the audit.

J: Mr. Haddad said that Representative Harrington's office was on this adding the Charter should be done before the session ends at the end of the month.

L: Mr. Haddad said that he and Ms. Pine would be bringing this back on July 23<sup>rd</sup> agenda.

N: Mr. Haddad said that the Town Clerk had hoped that by having the election on the same day as state election it would save the Town money but it would not. He said that they would need separate checkers for each election.

P: Mr. Haddad said that he drafted a fee waiver policy and would bring it back on July 23<sup>rd</sup>. Ms. Pine said that she had some suggestions she wanted put in writing for that discussion. Mr. Haddad said that he put something together for them to debate.

S: Mr. Haddad said they would be discussing this after the regular session.

Mr. Giger said that they should probably add the library roof project to this list also.

**MINUTES**

Ms. Manugian moved to approve the meeting minutes of June 18, 2018 as presented. Ms. Pine 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)(3) "To discuss strategy with respect to collective bargaining or litigation if an open meeting would have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares" for the purpose of discussing tentative agreement with various unions and to review a step 3 grievance filed by SEIU 888 – Town Hall/Library Union.*

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

Approved: \_\_\_\_\_  
John Giger, Clerk

\_\_\_\_\_ respectfully submitted,  
Dawn Dunbar, Executive Assistant

Date Approved: 7/30/18