SELECT BOARD MEETING MINUTES
MINUTES JUNE 10, 2019
APPROVED

SB Members Present: Alison S. Manugian, Chair; John F. Reilly, Clerk; John R. Giger, Member; Rebecca H. Pine, Member
Members Absent: Joshua A. Degen, Vice Chair;
Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant

Ms. Manugian called the meeting to order at 6pm and asked for a motion to enter into Executive Session Pursuant to M.G.L., c. 30A, §21(a), Clause 7 – “To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” and Pursuant to M.G.L., c. 30A, §21(a), Clause 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 Fire Chief.

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

Mr. Haddad asked the Board to exit Executive Session and enter into Regular Session at 6:56pm.

Ms. Manugian made the motion. Mr. Giger seconded. Roll Call: Giger-aye; Pine-aye; Manugian-aye (Mr. Reilly was not in the room for this vote)

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

PUBLIC COMMENT PERIOD
Ms. Gilbert apologized that she could not be at their meeting last week for the Flo Ro building discussion. She said that when the SOI was written, it was done so it would get the most funding for the neediest school. Ms. Gilbert said that the feasibility study wasn’t just limited to Flo Ro. She said that Dunstable was on board with the feasibility study because it was reviewing their school also. She said that the study would tell them what their options were. Ms. Gilbert said she heard concerns about assessments. She said as compared to their comp towns, that they were paying 6.8% less per pupil than those comp towns. Mr. Giger said that because the state wasn’t giving them much money and the taxpayers didn’t want higher taxes and the no one wanted to see overrides, they were backed into a corner. He said he wanted to make sure they were looking at all alternatives for the most feasible option.

TOWN MANAGER’S REPORT
1. Mr. Haddad said that he would like to make the following appointments (see attached) and ask the Board to ratify them. Ms. Pine asked for some clarification on what a few of the committees were responsible for.

Mr. Haddad asked the Board to ratify his appointments on page 1. Ms. Pine made the motion. Mr. Giger seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 2 through all Election Workers on page 3. Ms. Pine made the motion. Mr. Giger seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 3. Ms. Pine made the motion. Mr. Reilly seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 4. Ms. Pine made the motion. Ms. Manugian seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 5 through Water Superintendent. Ms. Pine made the motion. Ms. Manugian seconded. The motion carried unanimously.
Mr. Haddad asked the Board to ratify his appointments on page 5 beginning with Boards/Committees/Commissions. Ms. Pine made the motion. Mr. Reilly seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 6. Ms. Pine made the motion. Mr. Reilly seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 7. Ms. Pine made the motion. Mr. Reilly seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointments on page 8. Ms. Pine made the motion. Mr. Reilly seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his Country Club appointments on page 9. Ms. Pine made the motion. Mr. Reilly seconded. The motion carried unanimously.

Mr. Haddad asked the Board to ratify his appointment of the Building Commissioner Ed Cataldo. Ms. Manugian made the motion. Mr. Giger seconded the motion. The motion carried 3-1 with Ms. Pine against.

Mr. Haddad asked the Board to ratify his appointments to the Board of Survey. Ms. Manugian made the motion. Mr. Giger seconded. The motion carried unanimously.

Ms. Pine moved to ratify the Town Manager's appointments to the Highway Department Building Committee of Val Prest, Michael Bouchard, John Amaral, and John Giger. Mr. Reilly seconded. The motion carried 3-0-1 with Mr. Giger abstaining.

Ms. Pine moved ratify the Town Manager's appointment of David Manugian to the Highway Department Building Committee. Mr. Reilly seconded. The motion carried 3-0-1 with Ms. Manugian abstaining.

Ms. Manugian made a motion to ratify the Town Manager's appointment of Steele McCurdy as the Emergency Management Director. Mr. Giger seconded the motion. The motion carried unanimously.

2. Ms. Manugian said that the Economic Development Committee had met last week to discuss disbandment. She said that things had changed since the Committee was first formed. Ms. Manugian said that the Committee was fine with seeing if they could help the Planning Board with the Master Plan Review coming up next year. Ms. Pine asked if the EDC ever felt like they were responsible for finding tenants to fill vacant buildings. Ms. Manugian said she didn't think so. Ms. Pine asked if the EDC had helped with the perception that Groton was not friendly to business. Mr. Haddad provided the background of the EDC and how they had worked with him to consolidate the Land Use Department, develop a form of intent and try to help streamline the permitting process. Ms. Pine said that they should thank the members that served on the EDC. Mr. Haddad asked for a motion to disband the Committee and ask the Town Manager to send letters of thanks to the Committee members.

Mr. Jack Petropoulos said that he thought that there was a lot of work this Committee could still do and thought that he and another could come forward with some ideas. Mr. Haddad said he didn't think they couldn't disband and should something else could come forward they could come up with a new charge.

Ms. Pine moved to accept the EDC's recommendation that the Committee be disbanded and direct the Town Manager to send letters thanking them for their service. Mr. Reilly seconded the motion. The motion carried unanimously.

3. Mr. Haddad said that he had sent the Board their current liaison assignments along with a draft of what members interests were. He asked the Board to consider adopting this unless they wanted to make changes. Ms. Pine said that she thought the liaison to HR Director should not be a town employee and didn't think that was the wisest choice...
and suggested that the Chair should take it. She said that she was happy to give Mr. Reilly GELD. Mr. Reilly said that he would like to take the Council of Aging. Ms. Manugian asked if Mr. Degen could take Country Club.

Ms. Pine moved to adopt the liaison assignments with the changes. Mr. Reilly seconded the motion. The motion carried unanimously.

4. Mr. Haddad said that Mr. Pease was assigned to their Select Board functioning goal and asked who wanted to take the lead on that goal. Ms. Pine said it would make sense to have the Chair do that.

OTHER BUSINESS
Mr. Haddad said that they wanted to make sure that the legislation was jumped on right away for the Olivia Way Article 97 land swap as voted on at Town Meeting. He said Town Counsel thought it was important to have a vote of the Board. He asked the Board to approve the legislation they sent out.

Ms. Pine moved to approve the An Act to authorize the Conveyance by Lease or Easement and Change of Use of Conservation Land in the Town of Groton. Mr. Reilly seconded the motion. The motion carried unanimously.

Mr. Giger said he saw an advertisement about MassWorks grants in the Beacon. He said he hadn't heard any discussions about grants and asked to put this on. Ms. Pine asked if the department heads had had any ideas. Mr. Haddad said that there had been some discussion with the Station Ave business owners to review parking ideas, etc. He said that there had been nothing else MassWorks related brought up as of now.

Mr. Haddad asked the Board to vote to approve a rain rate for Friday, June 14th for the Groton Conservation Trust Sunset Celebration. Mr. Giger made the motion. Ms. Pine seconded the motion. The motion carried unanimously.

ON-GOING ISSUES
A: Mr. Haddad said that the Senior Center construction was moving along. He said that it was going to be spectacular.
B: Mr. Haddad said he had a meeting with Mr. Easom the new project manager for the sprinkler system. He said that Mr. Easom was planning to go out in September with bid specs for the sprinkler system.
G: Mr. Haddad said that Mass Highway was working on fixing deficiencies on the sidewalks today on 119.
H: Mr. Haddad said that the Flo Ro Building Committee/Feasibility Committee was meeting on June 25th and would post the Select Board should they want to attend.
I: Mr. Haddad said that the Notice to Proceed (NTP) was issued for the Library roof.
J: Mr. Haddad said that the DPW Garage contract was sent out earlier that day.

MINUTES
Ms. Pine moved to accept the minutes of June 3, 2019 as presented. Ms. Manugian seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:16pm.

Approved: ___________________________ respectfully submitted: ___________________________
John Reilly, Clerk Dawn Dunbar, Executive Assistant

Date Approved: 6/17/19
MEMORANDUM

TO: Mark Haddad, Town Manager
FROM: Dawn Dunbar, Executive Assistant to the Town Manager
DATE: June 7, 2019
RE: Town Manager 2019 Annual Appointments

OFFICIALS – Terms Expire on June 30, 2020 unless otherwise noted

ADA COORDINATOR
Michelle Collette

ANIMAL CONTROL OFFICER / DOG OFFICER
R. Thomas Delaney, Jr.
George Moore

ANIMAL INSPECTOR
George Moore

BUILDING INSPECTOR
Daniel Britko

CABLE ACCESS DIRECTOR
Bob Colman

COMMUNICATIONS OFFICERS
Chris Cotter
Warren Gibson
Catherine Myers
Sarah E. Power
Jonathan Shattuck
John Weix
Samuel Welch
Edward J. Bushnoe (Part time)
Michael MacGregor (Relief)
Leah Pierce (Relief)

CONSERVATION ADMINISTRATOR
Nikolis Gualco

CONSTABLES – June 30, 2022
George Moore

COUNCIL ON AGING DIRECTOR
Kathy Shelp
COUNTRY CLUB GM / HEAD GOLF PROFESSIONAL
Shawn Campbell

DATABASE COORDINATOR
April Moulton

EARTH REMOVAL INSPECTOR
Michelle Collette

ELECTION WORKERS
Judith Anderson
Alicia Black
Audrey Bryce
Marvin Caldwell
Gail Chalmers
Carole Clark
Michelle Collette
Anthony Cosetti
Irene Corsetti
Joan Croteau
Peter Cunningham
Carol Daigle
Charlene Dapolito
Dorothy Davis
Janis Discipio
Michael Discipio
Daniel Emerson
Alberta Erickson
George Faircloth
Maureen Faircloth
Louise Gaskins
Judy Giger
Joan Guimond
Wendy Jones
Stephen Legge
Lorraine Leonard
Cindy Martell
Paula Martin
Richard Marton
Lisa O’Neil
Edward Perkins
Donna Piche
Robert Piche
Nancy Pierce
Katrina Posner
Art Prest
Nathaniel Ranney
Gina Ryan
Suzanne Sanders
Harold Sanford
Connie Sartini
Stuart Schulman
Stuart Shuman
Fran Stanley
Arestotheca Staub
Alberta Steed  
Rena Swezey  
Janet Thompson  
Ramona Tolles  
Jeffrey Upton  
Richard Van Doren  
Bronwen Wallens  
Margaret Wheatley  
Alex Woodle  

ELECTRICAL INSPECTOR  
Edward Doucette  
John Dee III (Alternate)  

EXECUTIVE ASSISTANT TO THE TOWN MANAGER  
Dawn Dunbar  

FENCE VIEWER  
George Moore  

FIELD DRIVER  
George Moore  

GRAVES REGISTRATION OFFICER  
Deborah Beal Normandin  

HARBOR MASTER  
Michael Luth  

HAZ-MAT COORDINATOR  
Steele McCurdy  

HEALTH INSURANCE PORTABILITY & ACCOUNTABILITY OFFICER  
Melisa Doig  

HUMAN RESOURCES DIRECTOR  
Melisa Doig  

IT DIRECTOR  
Michael Chiasson  

KEEPER OF THE TOWN CLOCK  
Paul Matisse  

LAND USE DIRECTOR TOWN PLANNER  
Takashi Tada  

LOCAL LICENSING AGENT  
Michael Luth  
James Cullen  

MEASURER OF WOOD AND BARK  
Evan C. Owen
MOTH SUPERINTENDENT
   R. Thomas Delaney, Jr.

NIMS COORDINATOR
   Michael Luth

PARKING CLERK
   Dawn Dunbar

PLUMBING AND GAS INSPECTOR
   Norm Card
   John Templeton (Alternate)

POLICE DEPARTMENT
Deputy Chief
   James Cullen

Matrons
   Bernadette Georges
   Catherine Myers
   Kathleen Newell
   Sarah E. Power

Sergeants
   Derrick Gemos
   Kevin Henehan
   Rachel Mead
   Edward P. Sheridan

Officers
   Nicholas Beitz
   Robert Breault
   Peter Breslin
   Gordon Candow
   Paul Connell
   Omar Conner
   Andrew Davis
   Michael Lynn
   Dale Rose
   Gregory Steward
   Patrick Timmins
   Peter Violette
   Cory Waite

Reserve Officers
   Mathew Beal
   Matthew Boivin
   Kathleen Newell
   Casey O’Connor
   Michael Ratte
   Jonathan Shattuck

PUBLIC WORKS DIRECTOR
   R. Thomas Delaney, Jr.
ROAD KILL OFFICER
   R. Thomas Delaney, Jr.

SEALER WEIGHTS & MEASURES
   Eric Aaltonen

SURVEYOR OF WOOD/LUMBER
   R. Thomas Delaney, Jr.

TOWN DIARIST
   M. Constance Sartini
   Robert L. Collins

TREE WARDEN
   R. Thomas Delaney, Jr.

VETERANS’ SERVICE OFFICER
   Robert C. Johnson

WATER SUPERINTENDENT
   Thomas Orcutt

BOARDS/COMMITTEES/COMMISSIONS - Terms Expire on June 30, 2020 unless otherwise noted

AGRICULTURAL COMMISSION – June 30, 2022
   George Moore
   Sally Smith

CABLE ADVISORY COMMITTEE (one vacancy)
   Jane Bouvier
   Neil Colicchio
   Robert Piche
   Janet Sheffield

COMMISSION ON ACCESSIBILITY (one vacancy)
   Ellen Baxendale
   Robert Fleischer
   Mark Shack
   Alan Taylor
   Carol Ann Sutton - Alternate
   William Barron - Alternate

COMMUNITY EMERGENCY RESPONSE COORDINATOR
   R. Thomas Delaney, Jr.
   Michael Luth
   Steele McCurdy
   William Shute

CONDUCTORLAB COMMITTEE
   Michelle Collette
   Mark Deuger
   Robert Hanninen
   Susan Horowitz
   Stuart M. Schulman
EARTH REMOVAL ADVISORY COMMITTEE
  Ray Capes
  R. Thomas Delaney, Jr.
  Robert Hanninen
  Edward A. Perkins
  Eileen McHugh

EMERGENCY MANAGEMENT AGENCY
  Pat Arel
  Stephen Byrne
  Gail Chalmers
  Peter Cunningham
  Francis Cusak
  Daniel Daigneault
  R. Thomas Delaney, Jr.
  Edward Doucette
  Heather Emslie
  Mark Haddad
  Penny Hommeyer
  Susan Horowitz
  Holly Jarek
  Leroy Johnson
  Robert Johnson
  Kevin Kelly
  Stephen Legge
  Catherine Lincoln
  Michael Luth
  Frank Mastrangelo
  George Moore
  Stephen Moulton
  Steele McCurdy
  Alvin Neff
  Kathy Newell
  Thomas Orcutt
  Christine Packard
  Benjamin Podsiadlo
  Kathy Puff
  Karen Reif
  Connie Sartini
  Kathy Shelp
  William Shute
  Bill VanSchwalkwyk

GREAT POND ADVISORY COMMITTEE (one vacancy)
  Marshall Giguere
  Susan H. Horowitz
  James Luening
  Art Prest
  George Wheatley
  Alexander Woodle
GREENWAY COMMITTEE
   Adam Burnett
   Carol Coutrier
   Carol Greenfield
   David Pitkin
   Marion R. Stoddart

HISTORICAL COMMISSION – June 30, 2022
   Michael Danti
   Robert DeGroot
   George Wheatley

HISTORIC DISTRICTS COMMISSION – June 30, 2022
   Greg Premru

INSURANCE ADVISORY COMMITTEE
   Michelle Collette
   George Brackett
   Gordon Candow
   Kathy Shelp
   Barbara Cronin
   Melisa Doig
   Derrick Gemos
   Warren Gibson
   Paul McBrearty
   Hannah Moller
   Rena Swezey

LOCAL EMERGENCY PLANNING COMMITTEE
   Bob Colman
   R. Thomas Delaney, Jr.
   Susan Horowitz
   Holly Jarek
   Kevin Kelly
   Leroy Johnson
   Michael Luth
   Steele McCurdy
   George Moore
   Thomas Orcutt
   Kathy Puff
   Kathy Shelp
   William Shute

OLD BURYING GROUND COMMISSION
   Amanda Gavazzi
   Eleanor Gavazzi

RECYCLING COMMITTEE
   Tessa David
   R. Thomas Delaney, Jr.
   Jamie E. King
   Diana Keaney
   Lynwood “Val” Prest
REGIONAL EMERGENCY PLANNING COMMITTEE
  Michael Luth
  Steele McCurdy
  William Shute

SENIOR CENTER BUILDING COMMITTEE
  John Amaral
  Michelle Collette
  Peter Cunningham
  George Faircloth
  Gary Green
  Mirhan Keosian
  Annika Nilsson-Ripps

SIGN COMMITTEE
  Joshua A. Degen
  Mark W. Haddad
  Carolyn Perkins

TOWN FOREST COMMITTEE — June 30, 2022
  John Sheedy

TRAILS COMMITTEE (three vacancies)
  Kevin Barrett
  Paul G. Funch
  Olin Lathrop
  Stephen A. Legge
  Wanfang Murray
  James Peresog
  Robert Ordemann
  Jason Remillard

WEED HARVESTER COMMITTEE
  John Crowell
  Gerrett Durling
  Erich Garger
  Bradley D. Harper
  James Luening
  William Strickland

WILLIAMS BARN COMMITTEE
  Bruce Easom
  Robert Kniffen
  Kathy Stone
  Joseph Twomey
  Sandra Tobies
  Alfred L. Wyatt
  Leo R. Wyatt
GROTON COUNTRY CLUB STAFF - Seasonal
  Jordyn Pailler – Camp Staff
  Mateo Chacon – Camp Staff
  Adam Basch – Lifeguard
  Nathan Basch – Lifeguard
  Declan Lowney – Lifeguard
  George Lowney – Lifeguard
  Tianna Montiero – Lifeguard

BUILDING COMMISSIONER
  Edward Cataldo

BOARD OF SURVEY
  Edward Cataldo – Bldg. Commissioner
  Steele McCurdy – Fire Chief
  Evan C. Owen

HIGHWAY DEPARTMENT BUILDING COMMITTEE
  John Amaral
  Michael Bouchard
  John Giger
  David Manugian
  Lynwood “Val” Prest

Emergency Management Director
  Steele McCurdy