

**SELECT BOARD MEETING MINUTES
MONDAY, FEBRUARY 10, 2020
APPROVED**

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

Member Absent: John F. Reilly, Clerk

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.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that Michael Hartnett was in attendance for the Board to sign the Bond and BAN for various Capital Projects that went out to bid last week. He said that their AAA Bond Rating really made their bonds attractive to the various bidders. Her said that the Town did incredibly well for the permanent 20-year BOND and the 1-year BAN. Mr. Haddad said that the bid process for both was extremely active and competitive consisting of twelve bidders for the Bond and six bidders for the BAN. Mr. Haddad said that the winning bid was as follows:

Piper Sandler & Co.
Bond: \$6,251,125
True Interest Cost 1.832%
Premium: \$501,692

DPW Garage: \$4,613,000 (excluded debt)
Library Roof: \$1,130,000 (excluded debt)
Fire Truck: \$508,125 (Not Excluded)

Mr. Haddad said that the given the substantial bond premium that Piper Sandler & Co. added to their bid, the Town would now be able to offset the remaining premium, after paying issuance costs, against the amount to be borrowed, which resulted in the bond issue being reduced for debt service purposes to \$5,835,000.

Mr. Haddad said that winning bid on the BAN was as follows:

Oppenheimer & Co.
BAN: \$843,454
Net interest Cost: 1.41%
Premium: \$760

Safety Radios: \$424,112 (Not Excluded)
Highway Equipment: \$176,022 (Not Excluded- part of annual CAP Stab. Budget)
Whitney Well: \$243,320 (100% Water Enterprise ratepayer supported)

Mr. Haddad said that the Board needed to appoint a temporary Clerk in the absence of its Clerk that night. He said he sent the Board the vote and would ask that they authorize the Clerk to say the Board voted to authorize the bond and ban.

Mr. Degen moved to appoint John Giger as temporary clerk that night. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Degen moved to authorize the temporary Clerk to sign a permanent 20-year bond and a one-year BAN bond with Piper and Sandler company for \$6,251,125 and BAN for \$843,454 with the terms as explained within the document attached to the minutes of the meeting. Ms. Pine seconded the motion. Roll Call: Manugian-aye; Degen-aye; Pine-aye; Giger-aye

2. Mr. Haddad said that he had set aside time for the Board to continue its discussion on how to fill the vacancy on the Affordable Housing Trust. He said that the Board asked for a summary of duties for the various housing committees in Town that dealt with Housing Issues, including the Housing Partnership, the Housing Authority and the Affordable Housing Trust. He said that he had provided the Board with the charges of those committees. Ms. Collette provided her recollection of the creation of the Partnership.

Ms. Manugian asked what the on-going benefit of having the Affordable Housing Trust was. Ms. Stanley said that it was created to take advantage of funding that was available at the time of creation. She said that each had their own benefits and reviewed them briefly. Ms. Pine said that the Trust could also fundraise toward affordable housing. She said that a number of Towns had a member of the Trust sit on the CPC adding Groton had not done that.

Mr. Giger said that he had a concern about having three organizations that hadn't come together to work toward a specific agenda. Mr. Cunningham said that they had their own distinct roles. He said that the Partnership had worked with developers to work with the AHT as an example on potential affordable housing.

Mr. Degen said that the AHT had the ability to apply for CPA funds. He said that if a project was to come forward, they could apply for that money to fund a project including the mortgage if it so chose. Mr. Degen said that a housing summit would be a good idea once the Housing Production Plan was completed.

Mr. Giger said that either of 2 organizations could talk to developers adding he didn't see how it worked. Mr. Cunningham said that the developers the Partnership saw would come to discuss their plans and allow the Partnership to react to it including recommendations. Ms. Stanley said that the job of the Housing Coordinator's was to follow the committees. She said that the Trust had been focused on Boynton Meadows for some time; that the Authority had been busy with the properties they owned and managed, while the Partnership was the first point of contact for LIP projects and developers with project ideas. Mr. Giger said he saw overlap between with Trust and Partnership and wondered how they could collaborate more. Mr. Degen said that the role of the Partnership was to sit with developers in a non-adversarial role. He said that they acted as a mediator between the developer and the Select Board to help shepherd through potential projects. Ms. Pine said that the Trust would be involved if there was a means of funding units to create additional units. She said that Ms. Stanley was very good with keeping the Trust up to speed on what is going on. Mr. Cunningham said that they were not there to seek out projects. Mr. Giger said that he was looking for proactive work. Ms. Pine said that they were waiting for the Housing Production Plan to be completed to see what potential town-owned land was available to them. Mr. Degen said he understood Mr. Giger's concern about having 3 different entities but was convinced that they each had their own jurisdictional duties.

Ms. Pine said she wanted to remind them that this discussion came up because of a vacancy on the Trust. Mr. Giger said he didn't think they needed to have more Select Board members involved. The Board agreed to advertise the vacancy on the Affordable Housing Trust.

3. Mr. Haddad asked the Board to consider appointing Johnathan Basch to the Invasive Species Committee.

Mr. Degen moved to appoint Jonathan Basch to the Invasive Species Committee through June 30, 2020. Ms. Pine seconded the motion. The motion carried unanimously.

4. Mr. Haddad said that Select Board Member Pine and Park Commissioner Don Black had discussed and tentatively both agreed to the draft Policy on naming Parks and Commons. Mr. Black shared it with the Park Commission at their meeting last week, but would like to have the full Board vote on it, which will not happen until their next meeting in early March.
5. Ms. Manugian asked what was different than what they had. Ms. Pine said that they included a detailed list of all town-owned properties. She said that the policy focused on naming parks, commons and memorial benches which

all differed. She said that they worked to bring forward a process for naming a property. She said that elements were the same but differed from the existing.

Mr. Giger said that he had a concern about a *structure*. He suggested language that town property leased by the school district from the town was exempt. Ms. Pine said that they could say this policy didn't apply to school buildings. Mr. Degen said he thought they were talking about common and parks and was concerned about using the word *structures*. Mr. Degen suggested naming benches, flag poles, fields, etc. so that you didn't have people wanting sidewalks named. Ms. Manugian said she shared Mr. Degen's concerns. Ms. Manugian said that she also thought the Park Commission and the Select Board could decide jointly. Mr. Degen suggested limiting it to naming fields, parks and commons. He suggested allowing the Park Commission to name benches, gardens, etc. within the Parks that was under their jurisdiction. Ms. Pine said she would bring back another draft to a later meeting.

6. Mr. Haddad said that Select Board Member Giger had suggested that the Board take the following action at Monday's meeting: (1) notify all boards, committees, commissions that the Policy for appointment of Select Board Members as Liaisons to various entities has changed; (2) provide each entity previously entitled to a Select Board liaison with a copy of the new Liaison Policy; (3) assigned Select Board members to the various entities entitled to have a Liaison under the new policy; and (4) notify the various entities entitled to have a Liaison under the new policy who their Select Board liaison is now. Mr. Haddad said that the new assignments would run from now until the next Town election.

There was a discussion about how liaisons only to elected boards came about. Ms. Pine said she would be the liaison to the Housing Authority. Mr. Degen said he would take on as liaison of the Trust Fund Commissioners as the suggestion of Ms. Manugian. Mr. Degen asked that those elected entities be notified if there is something on their agenda pertinent to the Select Board. Mr. Giger suggested trying to make as many of their meetings as they can.

7. Mr. Haddad said that he updated the Select Board meeting schedule through Town Meeting.
8. Mr. Haddad said that he thought Saturday's meeting on the budget was excellent. He said that they had a lot of information before them. Mr. Haddad said that he provided a list of sample reductions and asked that it be presented as such, a sample. Mr. Robertson said that he also made his own list adding there was a lot of potentials. Mr. Haddad said that the Board needed to discuss their feelings on a potential override as would the Finance Committee at their upcoming meetings. He said that Town Meeting was right around the corner and a decision had to be made soon. Ms. Manugian said she didn't support contemplating an override at this point. She said it would be hard to explain and would jeopardize FloRo net year. Ms. Pine said she wasn't sure how to explain an override now adding there wasn't a lot of time. Mr. Haddad said that they worked hard over the summer to estimate FY21. He said that biggest unknowns were health insurance, GDRSD assessment, and Nashoba Tech all which didn't come to the Town until after the budget was supplied. He said it was hard to do this any differently. Mr. Giger said that all state aid was an estimate also because the Governor's budget was not finalized until June. Ms. Pine said she did not favor an override adding she wasn't sure about asking for a 5-year override also. Ms. Manugian said that it felt like every year they predicted an override for the next several years adding they hadn't needed one yet. She said she would need to see dramatic cuts in real time first. Mr. Degen said that he had changed his position this year adding they didn't need it but strongly believed that unless the Town Manager was successful in negotiating contracts controlling those costs, they would need one in the future. Mr. Haddad said that everything on the town side was driven by the lack of state aid for the schools. He said that if there was a way to work with the school district, they might never need an override. Mr. Haddad said he wanted to continue to work with them.

ON-GOING ISSUES

A: Mr. Haddad said that they were going out to bid on March 11th with bids due on April 15th for the sprinkler system at the Prescott School.

B: Mr. Haddad said that they were continuing to work with DEP and the Water Commission on the manganese issue.

E: Mr. Haddad said that they had been designated as a Green Community adding they had received a \$138K grant they could spend on projects. He said that they put together their list of projects today and would bring the project list to the Board on February 24th.

F: Mr. Haddad said that he sent the Board a copy of the PDP for Florence Roche. Ms. Pine asked if there was an executive summary because it was so large. Ms. Manugian said that they should focus on the first 8 sections of the report.

G: Mr. Haddad said that Highway Garage project was just about done.

MINUTES

Mr. Degen moved to approve the meeting minutes of February 3, 2020 as submitted. Mr. Giger seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:52pm.

Approved: _____
John Reilly, Clerk

_____ respectfully submitted:
Dawn Dunbar, Executive Assistant

Date Approved: 2/24/20