

**SELECT BOARD MEETING MINUTES  
MONDAY, FEBRUARY 24, 2020  
APPROVED**

**SB Members Present:** Alison S. Manugian, Chair; John F. Reilly, Clerk; John R. Giger, Member; Rebecca H. Pine, Member  
**Member 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 7:00pm and reviewed the agenda.

**ANNOUNCEMENTS**

Mr. Haddad read an announcement from the Town Clerk on early voting and the Presidential primary on March 3rd.

Mr. Haddad said that a recent study showed that Groton was the 13<sup>th</sup> safest city in Massachusetts and thanked the public safety officials for the job they do keeping Groton safe.

**PUBLIC COMMENT PERIOD**

Ms. Gavazzi provided a statement regarding the Old Burying Ground, its history, her accomplishments during her tenure on the Commission and the nomination process to fill a vacancy.

**TOWN MANAGER'S REPORT**

1. Mr. Haddad said that he had recently internally posted the position of Building Commissioner-In-Training. He said that Bob Garside was the only applicant for the position. Mr. Haddad said that Mr. Garside had worked for the Town as the Project Manager, Clerk of the Works and Owners Project Manager for the Center Fire Station, Senior Center, DPW Facility and Library Roof projects. He said he had recently been certified as a Massachusetts Building Inspector. Mr. Haddad said that he set up an interview panel made up of himself, Select Board Member Degen, Takashi Tada, Melisa Doig and Dawn Dunbar adding they interviewed Mr. Garside and were very comfortable with his responses to questions and commitment to the job. He said that Mr. Garside had also successfully completed the background investigation. He said that during the course of the Training Program, Mr. Garside would be taking courses so that he could take the test to become a certified Building Commissioner. Mr. Haddad said that if Mr. Garside became certified and successfully completed the training program, it would be his intention to appoint him as the Building Commissioner when Ed Cataldo retires in September, 2020. Mr. Haddad said that he was appointing Robert Garside as the Building Commissioner-In-Training, effective March 2, 2020 through September 8, 2020 at a six-month salary of \$40,000. Pursuant to the Groton Charter and respectfully requested that the Select Board ratify this appointment. Mr. Haddad said he was very excited to bring Mr. Garside on.

Ms. Manugian asked what the difference between a commissioner and an inspector was. Mr. Haddad said that only a commissioner could issue certificates of occupancy.

*Mr. Giger moved to ratify the appointment of Robert Garside as the Commissioner in Training. Ms. Pine seconded the motion.*

Mr. Reilly said that this was a great fit. He said Mr. Garside was familiar with the Town, building and trades and whole-heartedly endorsed this.

*The motion carried unanimously.*

**7:15PM - PARK COMMISSION VACANCY**

Mr. Haddad said that there had been a vacancy on the Commission since December in which one applicant applied. He said that Gail Chalmers met with the Commission as per the Board's policy adding the Commission was here to discuss this.

Mr. Tim Siok called the meeting of the Park Commission to order at 7:15pm. Park Commissioners Don Black and Anna Eliot were also present. Mr. Siok said that they met with Gail Chalmers and voted unanimously to see her appointed. Mr. Haddad added that Ms. Chalmers had already pulled and returned her nomination papers for the May election.

*Mr. Giger moved to appoint Gail Chalmers to the Park Commission through the election in May 2020. Mr. Reilly seconded the motion. Roll Call: Giger-aye; Manugian-aye; Reilly-aye; Pine-aye; Black-aye; Siok-aye; Eliot-aye*

The Park Commission adjourned at 7:18pm.

**TOWN MANAGER'S REPORT – Cont.**

2. Mr. Haddad said that the owners of the property and buildings situated at Hill Road and Maple Avenue, owned by the Hayes Family and consisting of 88.33 acres on two parcels, had entered into a purchase and sales agreement with Robert P. Kiley in the amount of \$1,780,000 (there may be adjustments lowering the price to \$1,600,000 depending on development approvals by the Town). Mr. Haddad said that since the two parcels were in Chapter 61A, the Town of Groton had the right of first refusal to purchase the property for the proposed sale price. Mr. Haddad said that he had asked for the opinion of the Planning Board and Conservation Commission as to whether or not the Select Board should exercise the Town's right of first refusal as was their practice. He said that both the Planning Board and Conservation Commission submitted memorandums recommending that the Select Board decline. Mr. Haddad said that the owners of the property would be required to pay roll back taxes for the last five years adding that the Assessors had calculated the amount for the two parcels with the owners owing the Town \$71,683.51. Mr. Haddad said that it was his recommendation that the Select Board vote to decline the right of first refusal on this property.

Ms. Pine asked when the taxes were paid. Attorney Collins said that it would be paid upon closing. There was a discussion about the open space that it abutted and how some of it would remain open space. Ms. Manugian asked about the potential for 24 house lots. Attorney Collins said that 24 houses were planned by the developer. He said that 6 units would be affordable units.

*Ms. Pine moved that the Select Board decline their right of first refusal to purchase the property known as the Hayes property on Maple Ave and Pepperell Road, specifically parcels 104-20 and 212-13. Mr. Giger seconded the motion. The motion carried unanimously.*

3. Mr. Haddad said that the Town, as part of becoming a certified Green Community, needed to complete a grant application to spend the initial grant award of \$138,830. Mr. Haddad said that he had established a working group comprised of himself, Select Board Member Pine, Takashi Tada, Dawn Dunbar, Quintin Shea and Karen Chapman to look at potential projects. He said that they had also had a lengthy conversation with Kelly Brown from the State to help with this process. Mr. Haddad said that the group was recommending the following projects be part of their application:

<i>Town Hall - LED Lighting Upgrade</i>	\$	21,344
<i>Town Hall - Insulating and Weatherstripping</i>	\$	32,055
<i>Center Fire Station - HE Commercial Kitchen Range</i>	\$	2,304
<i>Center Fire Station - Kitchen Hood Timer</i>	\$	17,700
<i>Center Fire Station - Retro commissioning</i>	\$	25,000
<i>Country Club - LED Lighting Upgrade</i>	\$	19,902
<i>Library - Insulation and Weatherstripping</i>	\$	13,593
<i>Police Station - EC Motors on Circulation Pumps</i>	\$	5,074
<b><i>Total</i></b>	<b>\$</b>	<b>136,972</b>

He said that they choose projects that would have a quick return on investment adding that a payback to focus on was between 8-10 years. Mr. Haddad reviewed the items on the above list. Mr. Reilly said that even though some items would not lead to a quick return, it would allow them to do other projects on the list. Mr. Haddad said that was correct. Ms. Pine said it was great to have Quintin Shea in on the meeting adding that a couple of these projects had

been on his list to do. She said he was quite familiar with their energy use and where areas of improvement were. Mr. Haddad said they would follow-up with Ms. Chapman and let her know that the Board conferred with this project list.

4. Mr. Haddad asked the Board to ratify his appointment of Gail Chalmers to the Commemorations and Celebrations Committee. Mr. Haddad said that Don Black as Chair of the Committee brought her appointment forward.

Mr. Haddad said that with all due respect to Ms. Gavazzi and her statement on the Old Burying Ground Commission vacancy, he was bringing Gail Chalmers forward to the Old Burying Ground Commission adding there had been a vacancy on the Committee for some time with not a lot of interest. Mr. Black said that lack of availability was an issue and thought Gail Chalmers would be a great addition adding it was the reason he requested that she be appointed. Mr. Haddad said that the Old Burying Ground was not scheduled to meet until May. Ms. Manugian said that they had the right to waiver from their policy. Ms. Pine said that the situation was uncomfortable adding she was not in favor of not following their policy. Mr. Giger said that he thought they ought to move on this adding that volunteers were hard to find. He said that they had a member of the community who was willing to fill a longer-term vacancy.

*Ms. Manugian said she would accept a motion to ratify the nomination of the Town Manager of Gail Chalmers to the Commemorations and Celebrations Committee. Ms. Pine made the motion. Mr. Giger seconded the motion. The motion carried unanimously.*

*Mr. Giger made a motion to waive their policy on appointments of this type and ratify the Town Manager's nomination of Gail Chalmers as a member of the Old Burying Ground Commission. Ms. Manugian seconded the motion.*

Ms. Pine said that she agreed about the volunteer statement Mr. Giger had made but added that they also had a volunteer who had expressed some concern about this process. She said that they should send back a message to the Commission to meet and interview the candidate. Mr. Reilly said that Eleanor Gavazzi had done excellent work at the Old Burying Ground and had been doing it on her own for a long time. Mr. Black said that he was appointed in September and had established a meeting schedule of the first Tuesday of each month adding that the discussion about not meeting until May had never been discussed. He said that meeting during the winter months was important for planning purposes. Mr. Reilly said he was in favor of moving forward with this appointment to get Ms. Gavazzi the help she may need.

*The motion carried 3-1 with Ms. Pine against.*

5. Mr. Haddad said that he provided the Board with a PowerPoint presentation and FAQ the Earth Removal Stormwater Advisory Committee (ERSWAC) discussed at their recent public hearings on the MS4 permit. Mr. Edward Perkins said that he was the Chair of the ERSWC and called them to order at 7:50pm. Mr. Tom Delaney said that they came up with a couple of different scenarios and thought an enterprise fund was the way in which they should recommend going. He said that they had 2 budget options for funding and complying with the MS4 mandates adding they didn't need the Cadillac version. Ms. Dufresne said that the DOR research was showing that this was not something they could add to the tax bill. Mr. Delaney said that they would have to send out separate bills like water bills as an example. He said that they were looking at about \$7-8 per quarter to help them be in compliance with the EPA mandate. He said that this would allow them to complete the work in house adding it did not mean they would need to add employees. He said that their labor was paid for adding the cost would cover the disposal expenses and capital expenses.

Mr. Haddad said that it was his understanding that open space would not incur the charge. Mr. Delaney said that they would not unless there was a structure with a roof. Mr. Delaney said that if a condo unit had multiple units, they would each get a bill. He said that each parcel would also get an invoice. Ms. Collette said that the Town Meeting article to be discussed at the Spring Town Meeting would give them authorization to do this adding that

regulations, billing, etc. would follow at a Select Board Meeting. Mr. Giger said that they were using roofs and driveways as examples but if a lot had a slab, because it was impervious would it incur a charge. Mr. Delaney said that that it would incur a charge. Mr. Giger said he felt pretty strongly that he would like to see one employee added to in house services for this purpose. He said that they had a hard-working force now adding there were also other demands of those workers. Mr. Delaney said that there was nothing that prohibited them from revisiting this adding the Board could set the fees on a year to year basis. Ms. Collette said that there were 4,900 parcels adding that of that, 4,564 parcels would be incurring the fees. Mr. Delaney said that the estimate of \$7-8 per parcel would fund what they needed to comply. Ms. Pine said it was important early on to say that this was a federal mandate, that MS4 should be explained and asked for the titles on the spreadsheets to be a little bit clearer. Ms. Manugian asked if upkeep for the Vac Truck was included. Mr. Delaney said that it might be in the capital reserve line. Ms. Manugian asked if they needed to own one or could one be shared. Mr. Delaney said that they could rent it out adding the truck would run a lot and get a lot of use adding it could be better for them to own it.

Ms. Manugian said she appreciated the detail and work that had gone into this. Mr. Giger asked them to look at what it would cost to add someone to the department for this reason.

6. Mr. Haddad said he updated the 3-month meeting schedule. Ms. Pine suggested having the executive session on Boynton Meadows next week after their regular meeting and suggested having it at 8:00pm. Mr. Giger asked for an outline to be done with clear guidelines for the discussion. He said that they needed to forge ahead and put this behind them.
7. Mr. Haddad said that upon discussion with the Chair, he was leaving March 30th as a no meeting date.
8. Mr. Haddad said that a warrant article had been brought forward by the Board of Health to join Central Mass Mosquito Protection. He said that it was a 3-year expense that would lose them \$90K per year for 3 years in state aid. Mr. Haddad said that this would throw a monkey wrench into the balanced budget. Mr. Haddad said that he spoke with Town Counsel about this earlier that day. He said that previous Town Counsel and tradition had been to leave this on the warrant as submitted. Mr. Haddad said that current Counsel interpreted the Charter language differently and didn't think they needed to add it to the warrant. He said he was going to ask the Board to go to the Board of Health and ask them to withdraw their article as was their tradition. Mr. Haddad said that the timing could not be worse looking at the budget forecasts adding he also understood the public health need. Ms. Manugian asked if they could get something in writing from the Board of Health and also asked if Mr. Haddad could reach out to LA and Groton School about whether or not they would be interested in contributing. Mr. Giger said that budget surprises were unwelcomed. Ms. Pine said that mosquito control was controversial.
9. Mr. Haddad said that the Finance Committee was meeting at 7pm the next night to discuss the budget.

Ms. Gilbert said that the GDRSD proposed budget was using \$173K of E&D to cover their budget needs adding that a School Committee member had asked for a list of cuts equal to that amount so that they could look at not using E&D. She said that Dunstable was looking at a \$900K deficit of which \$600K was a deficit in school funding. She said that Dunstable would be bringing an override vote to the voters in Dunstable for both a school and municipal budget override.

### **ON-GOING ISSUES**

B: Mr. Haddad said that he signed the DEP consent order for manganese treatment last week.

### **LIAISON REPORTS**

Mr. Giger said he attended the Sewer Commission last week adding they were working on their fee schedule. He said that they were also in the process of talking with Pepperell which that had potential for legal involvement for an improvement to their facility and cost share.

**MINUTES**

*Ms. Manugian said that she would accept a motion to approve the current amended minutes. Ms. Pine made the motion. Mr. Reilly seconded the motion. The motion carried unanimously.*

The meeting adjourned at 8:44pm.

Approved: \_\_\_\_\_  
John Reilly, Clerk

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

Date Approved: 3/2/2020