

**SELECT BOARD MEETING MINUTES
MONDAY, JULY 25, 2022
APPROVED**

SB Members Present (via Zoom for Virtual Meeting): John F. Reilly, Chair; Rebecca H. Pine, Vice Chair; Matthew F. Pisani, Clerk; Alison S. Manugian, Member; Peter S. Cunningham, Member

Members Absent:

Also Virtually Present: Mark W. Haddad, Town Manager; Patricia Dufresne, Town Accountant; Michael Bouchard, Town Clerk; Melisa Doig, Human Resources; Takashi Tada, Land Use Director; Hannah Moller, Treasurer; Megan Foster, Principal Assessor; Tammi Mickel, Assistant Assessor

Others Virtually Present: Raquel Majeski, Bruce Easom, Bud Robertson, David Zeiler, Rebecca Tabasky, Michelle Collette, Jane Allen, Leslie French, Brian Butler, John Amaral, Jeremy Baldwin

Mr. Reilly called the meeting to order at 5:30 and reviewed the agenda.

Town Clerk Interviews Brynn Durno and Dawn Dunbar (via Zoom)

Brynn Durno

JOHN: The Town Clerk needs to manage employees in the Clerk's office, interact and work with all the elected and appointed Town Officials, and deal with the general public. Everyone has good and bad days. Tell us about your management style and skills at dealing with employees, officials and the public?

Mrs. Durno says she thinks what's most important about being a manager is having inherent traits of being a leader. She leads with a lot of passion and is more of a collaborative type of manager. She thinks two heads are better than one.

ALISON: The Town Clerk is responsible for the retention of Public Records and responding to requests for Public Records. Please tell us about your familiarity with the laws governing Public Records, and how you would base a decision to deny a request for public records?

Mrs. Durno said you have to have a very good way of managing your public records request. There tends to be a lot of duplicate public records requests. Knowing what constitutes of a public records request is the most important.

PETER: The Town Clerks office can be very hectic and busy with things coming and going. Someone could be asking for transfer station sticker and then at the next moment someone from the planning board coming down having a decision that needs to be recorded within a certain time frame. So, there is a lot of stuff going on, the complexity and the ability to lose track of stuff is certainly there and apparent. Can you explain how you manage the dynamic of an office such as that and why she would be the best candidate for the job given that consideration?

Brynn said it is all on how you manage yourself and your time. She tends to organize herself based on priority level. She only has an assistant from 10 to 12 hours per week. For 28 of those hours, she is typically by herself. She said it is important to organize your time.

BECKY: Managing elections is one of the most important of the Town Clerk's responsibilities. Since the 2020 Election, our country has seen increased criticism and skepticism about the fairness of our elections, with calls for more scrutiny by partisan poll watchers on election day. Please tell us how you will manage elections to ensure fairness and accuracy, and how you will manage complaints by poll watchers or voters?

Mrs. Durno said the elections laws have changed so dramatically. Voting to a lot of people is one of the most important things you can do as a citizen of the United States. If a resident has a question you need to let them ask that question and its entirety and make them believe in the process. She said she thinks making them believe in the process and all the changes that have happened is key to trust in the system.

MATT: Has a two-part question. The first part is tell us what you consider the most difficult part of the Town Clerk's job, and how you will handle it?

Mrs. Durno said election days are the most challenging role as Town Clerk of Pepperell. A lot of enthusiasm to be given to residents in day-to-day stuff.

MATT: What do you consider the most significant mistakes a Town Clerk can make and how you will prevent these mistakes from happening?

Mrs. Durno said there is a lot that they could do wrong. She can't give you a specific thing that can be done wrong as a Town Clerk. Not just in elections but in general. She said she thinks the better answer to that is can she ask for help if help is needed. She said if she does not know something she is going to ask. She believes in asking for help when help is needed.

Becky: What are the laws as Town clerk have any discretion over issuing a license or permits based on political religious or personal beliefs?

Mrs. Durno said you have to be really neutral in this position. You may not always agree with what a resident says but you cannot deny a license or permit based on your beliefs.

PETER: Why do you want to switch to another town?

Mrs. Durno said she is eager to take the next step in her career and work in a community that has a more actively engaged local government and continue to grow. She thinks Groton offers so much to their residents and would like to work in a community who offers those resources.

MARK: What is one thing you are going to do as you introduce yourself to the community, what's your plan?

Mrs. Durno said she would like to start contributing to the organization. She would get acclimated with the residents that come in and start to become a familiar face.

MARK: The Votes Act that will be discussed in the town meeting later in the evening, is there anything in there that worries you, any pitfalls, or any good things in there that you would like to call to the board's attention?

Mrs. Durno said The Votes Act is everything we did during the pandemic and making it a more permanent measure and I don't think there are any pitfalls other than the amount of work it puts on the Town Clerks office.

Mrs. Durno: What are your expectations for me if I were your Town Clerk, let's say the first 60-90 days?

John said Mike set high standards and we want someone like Mike. Becky said we have 2 elections and a town meeting in the first 60-90 days and we expect them to go flawlessly.

Mrs. Durno: Groton has amazing initiatives, which initiative do you hold close to your heart that Groton has offers the community?

Peter said the community has a lot to offer the community. Functionality of town government works well. Part of it is a team approach and the different department heads and the people in the town are about to communicate well with one another. Alison said customer service provided through the town hall is real reflection of the strength internally of the employees. Matt said Groton is in the top percent of what the services we offer to the citizens of Town of Groton. It's important to continue to offer the services we do because with the changes that are going to happen in the near future it is going to become more challenging and it is going to be challenging to keep those services at the level they are and it is going to take a team effort to make that happen. Becky said our town is full of people who want to contribute who find something special about living in Groton and want to play a part in improving that. Our town is doing a good job in that we offer great services.

Ms. Durno leaves the meeting.

John said the Town Clerk search committee and the department heads have met with these two finalists. He reads a letter from the Town Clerk Search Committee. The letter is dated July 20, 2022, the letter recap goes as

Dear Select Board members:

On behalf of the Town Clerk Search Committee members, Michael Bouchard, Bruce Easom, Raquel Majeski, and Bud Robertson, I am pleased to provide the following recap of the committee's process that led to the selection of two finalists for the position.

The Committee received 19 applications for the position. It met on June 22, 2022, at 2 and after discussion and by consensus, selected the top five applicants to invite for interviews, Prior to the interviews, three of the applicants withdrew their names.

The Committee met on June 30, 2022, at 2 p.m., to interview one of the two remaining applicants and to select a third candidate from the original application pool- The remaining two interviews were conducted on July 7, 2022, starting at 1 p.m.

During the interviews, each of the three applicants was asked the same 11 questions plus related follow-up questions by Committee members.

The two finalists before you were among the original five selected by the Committee, It was the consensus of the Committee, at the July 7 meeting, that both finalists are qualified and solid choices to serve as Groton Town Clerk.

Signed Jason Kauppi, Town Moderator

Dawn Dunbar

Dawn Dunbar joined the meeting for her interview at 6:15 pm.

JOHN: The Town Clerk needs to manage employees in the Clerk's office, interact and work with all the elected and appointed Town Officials, and deal with the general public. Everyone has good and bad days. Tell us about your management style and skills at dealing with employees, officials and the public?

Mrs. Dunbar said her management style is teamwork, collaboration and good communication. Hard work and dedication make her a strong leader and a good mentor.

ALISON: The Town Clerk is responsible for the retention of Public Records and responding to requests for Public Records. Please tell us about your familiarity with the laws governing Public Records, and how you would base a decision to deny a request for public records?

Mrs. Dunbar said she has had experience and feels comfortable with public record requests and if she has a question, she knows she has resources available so she can provide information correctly.

PETER: The Town Clerks office can be very hectic and busy with things coming and going. Someone could be coming from the planning board having a decision that needs to be recorded within a certain time frame or someone asking for a dump sticker. So, there is a lot of stuff going on, the complex working dynamics. Why do you think you would be the best candidate working successfully in an environment like that, dealing with all the different things coming at you at a hundred different directions?

Mrs. Dunbar said she feels the department she is working in now are just as busy and the demands are just as high. She said she sets deadlines, is able to multi task well and is very flexible. She said she feels like she can handle the day-to-day tasks.

Becky: What do you think the biggest differences are between the job she is doing now and the town clerk?

Mrs. Dunbar said a lot more customer service with the counter and phone calls would be the biggest difference.

BECKY: Managing elections is one of the most important of the Town Clerk's responsibilities. Since the 2020 Election, our country has seen increased criticism and skepticism about the fairness of our elections, with calls for more scrutiny by partisan poll watchers on election day. Please tell us how you will manage elections to ensure fairness and accuracy, and how you will manage complaints by poll watchers or voters?

Mrs. Dunbar said the biggest thing with elections is transparency. Being open and honest with the public hopefully everything will run smoothly. She said she has done extensive research on elections and worked the election during covid. She said in the first 90 days her primary focus if she were chosen candidate is working on the September 6th primary, meet with key election officials and the November 8th election.

Matt: Has a two-part question. The first part is tell us what you consider the most difficult part of the Town Clerk's job, and how you will handle it?

Mrs. Dunbar said elections is definitely up there especially with the election law changes recently. There are a lot of prep work and certain deadlines to be met, so she feels that would be the biggest challenge.

MATT: What do you consider the most significant mistakes a Town Clerk can make and how you will prevent these mistakes from happening?

Mrs. Dunbar said attention to detail is important to the job.

Peter: What do you want to be a Town Clerk?

Mrs. Dunbar said she is looking for growth and it is one office she has not worked in yet and is interested in learning.

Alison: What are your thoughts and concerns going through the transition internally with the team and in the eyes of the community?

Mrs. Dunbar said she is a hands-on learner and is ready for the next challenge, the next step and run her own department and show the residents she can succeed as Town Clerk.

John: Are you planning to get certified as a municipal Town Clerk?

Mrs. Dunbar said once she has taken the needed courses and has had the 3 years in the position she will absolutely apply.

John: Are you worried about the election laws where they are constantly changing and how do you plan on keeping up with the changes?

Mrs. Dunbar said there are good resources and bulletins that get put out. She said there is a lot to keep track of so she likes to make lists.

Mrs. Dunbar: Is there anything you are looking to see in the next Town Clerk?

Becky said in the first 90 days we will have 2 elections and a town meeting we expect them to go flawlessly.

John: If you were to get the position and leave the position as the assistant to the town manager, the person that will take your position, would it take up any of your time or would you be willing to help and how would you manage that as well as your own responsibilities?

Mrs. Dunbar said she would take up some of her time and she would be willing to help. She said if she were to get the position, she plans to put together a list of all her current responsibilities with timelines and deadlines to give that person as much information so they are successful.

Ms. Dunbar left the meeting.

Mr. Haddad informed the Board that the Town Clerk candidates met with the department heads for an interview. Ms. Moller said in the department head meeting both candidates were excellent candidates, either one would do a great job. Dawn has worked hard, put in her time and is an excellent employee and hiring within has worked well in the past. She said she would pick her as the Town Clerk position. Ms. Foster said she agreed hiring within has worked well in the past. She said she can see Dawn coming into this role doing amazing things and Dawn has always been a big support system. Ms. Dufresne said sometimes it is hard knowing how someone is going to be long term and in this case with Dawn we know because we have worked with her long term and she is a consummate professional and has been successful. Ms. Doig agreed with the other department heads comments and added she would not pick anyone other than Dawn to be Town Clerk. Mr. Haddad said we have had great success in promoting from within and also recommends Dawn to the Board. Mr. Robertson said although Brynn looks better on paper, what persuaded him was Dawn has already done a lot of the job, is a fast learner and he agreed Dawn will be the best candidate. Ms. Majeski said Dawn speaks from a place of research and the gap between experience level, there is not much of a gap. She also agreed with choosing Dawn. Mr. Easom said it is important for the Select Board to consider how this may look from the outside in terms of political consideration. Mr. Robertson pointed out of all 19 candidates that applied, not one was a resident from Groton. Mr. Reilly said about election integrity and both candidates answered similarly that the laws are the laws and transparency. Dawn possesses the thing we need. Mr. Bouchard said the Town Clerk needs to follow rigid rules and is not concerned about that. Once Dawn goes through an election cycle, the candidates will be sort of in an equivalent place. He said he also recommends Dawn for the position. Mr. Robertson said this job requires integrity and there was not a big difference in skill set.

REGULAR AGENDA

ANNOUNCEMENTS

Ms. Pine said Jane Allen has lived in Groton for 40 years. She and Jane have shared an interest in Groton civic life. She said Jane has received some disappointing news from her doctors and is not doing well so we have decided to make a proclamation in Jane's honor.

Jane and her family have joined the meeting.

Ms. Pine reads the proclamation as follows

Jane R. Allen has been a resident of Groton for 40 years; and

Whereas: After teaching high school, Jane R. Allen became a realtor serving the town of Groton, introducing many people to the town, and remaining their friend; and

Whereas: Jane R. Allen has donated tirelessly her time to numerous education and civic activities including the Groton Community Theater; and

Whereas: Jane R. Allen has been a Trustee of Groton Public Library since 2005 including service as chair and being instrumental in the installation of a new roof; and

Whereas: Jane R. Allen served, as the only woman, on the Blue-Ribbon Town Governance Committee in 2007, she served on the Town Charter Review

Committee in 2016 to 2017, she served on the School Committee of the Groton Dunstable Regional School District from 1998 to 2004 during the construction of the new high school and served on the Growth Management Advisory Committee from 2005 to 2006; and

Therefore: Be it considered that we John F. Reilly, Rebecca H. Pine, Matthew F. Pisani Alison S. Manugian, and Peter S. Cunningham, the Select Board of the Town of Groton, Commonwealth of Massachusetts, do hereby proclaim: July 26, 2022, "Jane R. Allen Appreciation Day". And urge all citizens of the Town of Groton, together with their family and friends, to join us in thanking and saluting Jane R. Allen for her profound dedication to the Town of Groton. Established this 26th day of July in the year Two Thousand and Twenty-Two.

David Zeiler speaks about Jane Allen and her impact on the Town of Groton. Mr. Cunningham speaks about Jane's legacy in the Town of Groton. Jane Allen speaks and gives thanks.

Public Comment Period:

Rebecca Tabasky speaks about white supremacy groups that made a showing in Boston. She stated a person in the group was arrested and is a resident of Pepperell. She is sharing this to bring attention to the issue.

John Amaral - Groton Farms Presentation

John Amaral was present along with Greg Roy from Dillis & Roy, Jeremy Baldwin who is a lead architect at Maugele Destefano Architects and Brian Butler who is a wetland scientist to provide an update on the redevelopment of 500 Main St. Mr. Amaral said they were applying for MGL 40B, moderately affordable housing. He said in this process we are at the very first stage. They have to apply to Mass Housing. Mass Housing's role is to confirm the applicant has legal control of the site. He said we own the site, himself and his partners, it's called 500 LLC, my partners are with Omni properties. Mass Housing will also determine the site meets the requirements for a residential development. He said there is a 30-day opportunity for the town, officials and residents to share comments with the State about the project. The window will end August 2, 2022. He said they have met with the conservation commission, the housing partnership, affordable housing trust and the sewer commission. We have been interviewed by the Groton Herald. The project is 200 units of housing. There will be 3 four story apartment buildings each with 56 units. There will also be 8 townhome buildings with 4 units each. He said we have elected to apply for all rental. The apartments will range from a studio up to 3 bedrooms and the townhomes will range from 2-3 bedrooms. We have drafted a traffic study which they are reviewing. He said Greg Roy has worked diligently on putting together a very good stormwater management system.

Mr. Roy said they have worked to make a development that would work with the natural features such as the wetlands. We worked with the conservation commission so we could design the plan around the wetlands. He said we will bring the site up to current compliance with stormwater management practices.

We will preserve as many trees along the entrance as possible. We will be creating pedestrian access to the interior site as well as the businesses across the street and the rail trail.

Jeremy Baldwin state that accessibility and adaptability are important things to design to. All the units are either fully accessible or designed for aging in place.

Mr. Amaral said they are at the very early stages and have a long way to go. We expect several months of hearings. We will address concerns and comments from the town and the public.

Mrs. Pine said we received a letter that they hoped this development would not be using fossil fuels. She said you were looking to do all electric. Does that mean you would not be using oil and gas?

Mr. Amaral said we will be studying that. One of the requirements for any 40B project is that it must be financially viable. He said I cannot commit to 100% electric but they are looking into how much they can do.

Mrs. Pine said we received a letter from the board of sewer commission that said there needs to be improvement to the Nod Rd. pumping station. It has been represented earlier in public meetings that your company will contribute to the cost of that.

Mr. Amaral said the connection fees to the sewer are quite large and to his understanding the pump station has already been determined to need substantial upgrades or be replaced.

Mr. Haddad the connection fees and money the town has put aside as well as some grants we are looking into will contribute to the upgrade of the pump station.

Mr. Cunningham said he does not think this project will create more traffic than when the previous business Deluxe was on the property and in business. He said the previous talk in regards to this project to be a MBTA community, although it may be premature and depending on the guidelines, as it comes clearer, he thinks it's important to identify an area that may qualify to be set up for the MBTA community.

Mr. Amaral said he will support the prospect of this development to being a MBTA community.

Mr. Pisani said he would like to remind people how Deluxe was a thriving community and there was a significant amount of traffic. He said this is a great project and what it opens up for the community, we definitely need to get on board with it.

Mr. Haddad asks the board if they would like him to draft a letter in support of the Groton Farms 40B application.

Ms. Pine made a motion to authorize the Town Manager to draft a letter in support of the Groton Farms 40B application. Mr. Pisani second the motion. Roll call: Pine-aye; Manugian-aye; Cunningham-aye; Pisani- aye; Reilly-aye.

TOWN MANAGERS REPORT

1. Mr. Bouchard would like the board to consider designating the Middle School South as the Precinct 2 and 3 polling location.

Ms. Pine made a motion to designate the Middle School South Gymnasium as the polling location for Precincts 2 and 3 for elections going forward. Mr. Cunningham seconded the motion. Roll call: Manugian-aye; Pine-aye; Cunningham-aye; Pisani- aye; Reilly-aye.

Mr. Bouchard gives an overview of some of the changes in the Votes Act. The law changed the responsibility of assigning police officers at voting locations from the police chief to the Select Board. Chief Luth recommends one officer inside the polling locations. He also recommends one police officer to be assigned to the outside grounds at the Middle School, in addition to the normally assigned SRO. This officer could help with directing new voter traffic patterns when available. Mr. Bouchard agrees with that and suggests designating the police chief the ability to assign police officers to the polls.

Mr. Cunningham moved to approve that a sufficient number of police officers, but not less than 1, be assigned at each polling location at every future election to preserve order and to protect the election officers and supervisors from any interference with their duties. Further, these Officers shall aid in enforcing the laws relating to elections, as required by Section 72 of MGL Chapter 55 which was amended by section 13 of Chapter 92 of the Acts of 2022. And, finally, move to designate the Police Chief as the authority to assign specific police officers according to scheduling and availability. The

Town Clerk will advise the Police Chief on the location and time the officers are needed. Ms. Manugian seconds the motion. Roll call: Manugian-aye; Pine-aye; Cunningham-aye; Pisani- aye; Reilly-aye.

Mr. Bouchard asks the Select Board members to stop by the Town Manager's office to sign the warrant for the primary election. Mr. Haddad adds the expense warrant is also at the office, if they could sign that as well.

Mrs. Pine said she read through the pages of changes from the state and asks Mr. Bouchard in regards to opting out of the check out table at the election. Mr. Bouchard said he recommends they continue to use the check-out tables.

Mr. Bouchard said there will be 4 ways to vote for the primary election and general election.

1. At the polls on Election Day. The polls are open from 7:00am to 8:00pm
2. Early in person voting at the Town Hall during regular business hours from August 29 thru September 2
3. Early voting by mail
4. Absentee balloting

Mr. Bouchard explains early voting by mail is going to become a permanent feature of all state elections and primaries. It will also be permanent for local elections unless the town opts out. He recommends not to opt out. Early voting in person is required for state elections going forward, the town can opt in for town elections to do early voting in person. He recommends discussing that with the new Town Clerk. All voting hours are on the town website.

2. Mr. Haddad said Mr. Bouchard has agreed to help with the September primary. Mr. Bouchard will be a consultant throughout the primary and will stay on to assist the new Town Clerk as necessary through the transition. The Board was given a copy of the consulting agreement.
3. Mr. Haddad said the Board of Health met on July 18; Michelle Collette is here to discuss the former Nod Road Landfill. The Board of Health reviewed the report and recommendations from Luke Fabbri of Geological Field Services at its meeting on July 18, 2022. The Board is satisfied that the report was very comprehensive. Members thought the observed leachate should be tested to ascertain what contaminants may be on the site. They also wondered about the possibility that there may be PEAS. They also note Mr. Fabbri offered to present their finding to the town board and residents to answer questions. Mr. Haddad asked the Select Board if they would like him to set up the meeting with Mr. Fabri. The Board agreed to set up the meeting. Ms. Collette said it would be a good idea to keep the Greenway committee and the abutter's notified. She said the Board of Health was very satisfied by the report submitted by Geological Services. Mrs. Pine asked are we still in the position that there was never any closure at the state level on work that was done and what standards we were supposed to be meeting. Mr. Cunningham said if you go to the DEP website, it shows it's not officially closed as it is with Cow Pond Brook landfill. He said maybe Mr. Fabbri can give a better explanation on the process of officially closing. Mrs. Pine said it would be helpful to know what standards we needed to meet at the time it was done. Mr. Haddad said his concern with that is they list Cow Pond Brook not closed and it certainly is as we have been testing and providing reports to the state. He said he would like to do research on why either location is not closed. Mr. Haddad said he will schedule that meeting.
4. Mr. Haddad said the next meeting is August 8 with an agenda to discuss the liquor license at the Groton Hill Music, the public hearing to set the stormwater utility fee and complete the annual review of the Town Manager. He asked the Board to extend the time to get the reviews done to August 1st.

Mr. Cunningham moved to extend the review period to August 1st. Mr. Pisani seconded the motion. Roll call: Manugian-aye; Cunningham-aye; Pisani- aye; Pine-aye; Reilly-aye.

5. Mr. Haddad said the meeting of August 22nd we will meet with the CPC to discuss the project process and will also have the first draft of the warrant for the 2022 fall meeting for the Board's review. Mr. Haddad said he would like to inform the public the warrant is open and will close on August 11.
6. Mr. Haddad said as you know, Town Clerk Michael Bouchard is set to retire on July 31, 2022. As there will be a gap between this date and when the new Town Clerk will commence duties, the Select Board needs to appoint a Temporary Town Clerk to perform the duties of the Office. Mr. Bouchard and I have discussed this and it is our recommendation that the Board appoint Assistant Town Clerk Nancy Pierce as Temporary Town Clerk effective August 1, 2022, until such time as the new Town Clerk is sworn into office. To compensate Ms. Pierce for the added responsibilities, I am recommending a \$250 weekly stipend. Ms. Pierce is currently scheduled to work 25 hours per week. She has agreed to work a minimum of 35 hours through the transition and will be paid her current hourly rate for those additional hours.

Ms. Manugian made a motion to appoint Nancy Pierce as the temporary Town Clerk effective August 1, 2022. Mrs. Pine seconds the motion. Roll call: Manugian-aye; Pine-aye; Cunningham-aye; Pisani- aye; Reilly-aye.

7. With Michael Bouchard serving as a Paid Consultant to assist the Town with the September 6, 2022 State Primary, there are certain conflicts of interest that have to be addressed since he is also serving as an elected member of the Sewer Commission and an appointed member of the Council on Aging. Mr. Bouchard and I have discussed this in detail with Town Counsel and to address these conflicts, Mr. Bouchard needs to file various Disclosures with the Town. He has taken these steps. One additional matter that needs to be addressed by the Select Board would address Mr. Bouchard's service on the Council on Aging. To address the potential conflict, Town Counsel has recommended that the Select Board designate the Council on Aging as Special Municipal Employees, pursuant to Massachusetts General Law, c. 268A. I would respectfully request that the Board take this action and make that designation. Ms. Manugian asked is this designation temporary or permanent. Mr. Haddad said once you designate someone as a special municipal employee, it is a permanent designation.

Ms. Manugian made a motion to designate the Council on Aging as special municipal employees. Mr. Cunningham seconded the motion. Roll Call: Manugian-aye; Pine-aye; Cunningham-aye; Pisani- aye; Reilly-aye

8. Mr. Haddad said in regards to the PFAS issue, he sent out a notice last week from the water superintendent there was some testing done where there had been non detect levels at the well site, now there are detectable levels, not over the standard. It could be due to the new pump or a variety of reasons. He said he wanted to make the Board aware and there is another test coming up next month and look at those carefully to see if there are any issues.
9. Mr. Haddad said he will put an updated liaison list, goals for next year and 4th quarter financials put on the next agenda.

MEETING MINUTES

Mrs. Pine moved to approve the minutes of the regularly scheduled meeting on July 11, 2022. Mr. Pisani seconded the motion. Roll call: Manugian-aye; Pine-aye; Cunningham-aye; Pisani- aye; Reilly-aye.

DECISION ON TOWN CLERK POSITION

Mr. Cunningham said kudos to the screening committee for two very qualified candidates. We know Dawn and how she interacts with the public, department heads and can be very confident Dawn can take on the responsibilities and duties in the Town Clerk office.

Mr. Cunningham moved that Dawn Dunbar be appointed as Town Clerk for the Town of Groton. Ms. Manugian seconded the motion for discussion.

Ms. Manugian said after all they have heard she feels very comfortable moving forward with Dawn. The two candidates were not far off one to the other. Dawn has showed herself in managing herself with the Select Board and Town Manager and promoting within and rewarding the excellence is the way to go. Mr. Pisani said clearly two great candidates. He said Dawn will need Mr. Bouchard's help with the election but down the road we will need less of Mr. Bouchard's assistance with Dawn's capabilities. Mrs. Pine said this has been a difficult decision as both candidates are so well qualified. She said she has worried about the perception issue and on paper Mrs. Durno had the qualifications of having been a Town Clerk and that was more favorable. After watching the interviews and listening to the discussion, she is inclined to support Dawn. She said in regards to the potential perception that we hired within due to influence and choosing someone who does not have experience as working as a Town Clerk is not true. Both candidates' interviews were held fairly and were transparent and there was not a candidate who was a shoe-in from the start. We chose Dawn due to her experience and after the next two elections she will essentially have the same experience. Mr. Robertson said in regards to the influence question, we spent a lot of time on that question because of choosing between an internal and an external candidate. He said it's the integrity of the person. The influencing question was already addressed, when the voters voted to change the process from elected to appointed. Mr. Haddad said it was addressed three times (Town Meeting, State Legislature/Governor, Voters at a General Election).

Mr. Haddad said he would like the Board to refine the motion to appoint Dawn Dunbar as Town Clerk subject to contract negotiations with the Town Manager per the state's statute, police background investigation, start date to be determined and effective upon completion of the contract through June 30, 2025.

Mr. Cunningham accepts the amendments to his main motion. Ms. Manugian seconds the motion.

Roll call: Manugian-aye; Pine-aye; Cunningham-aye; Pisani- aye; Reilly-aye.

Mr. Reilly adjourned the meeting at 8:46pm.

Approved: _____

Matthew F. Pisani, Clerk

Respectfully submitted: Tammi Mickel,
Assistant Assessor

Date Approved: 8/8/2022