**SELECT BOARD MEETING MINUTES**

**TUESDAY, October 3, 2022**

 **APPROVED**

**SB Members Present:** John F. Reilly, Chair; Matthew F. Pisani, Clerk; Alison S. Manugian, Member; Peter S. Cunningham, Member

**Absent**: Rebecca H. Pine

**Also Present:** Mark W. Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Chief Luth; The Prescott Board of Directors; Commissioners of Trust Funds

John Reilly called the meeting to order at 7:00pm and reviewed the agenda.

**ANNOUNCEMENTS**

Mr. Cunningham would like to acknowledge the passing of Ann Walsh. She served as the Town Accountant for many years. Our thoughts are with the family, he expressed.

Mr. Haddad invited from Board of Directors for the Prescott School, Mr. Bruce Easom, Steve Lane and Jeff Gordon to the front of the meeting room. Mr. Easom presented the annual payment from Prescott School, to the Town of Groton. The check presented was in the amount of $31,929. Mr. Easom explained, $20,000 is for the normal rent payment and for the first time the rent included 5% of the gross revenues (excluding donations), which amounted to $11,929. Mr. Easom said they appreciate the Select Boards and Town of Groton’s support.

**PUBLIC COMMENT**

No public comments were made.

**TOWN MANAGERS REPORT**

1. Consider ratifying the Town Manager’s Appointment of Michael Masterson as Police Officer to the Groton Police Department.

Mr. Haddad read a letter from Chief Luth into the record in regards to Mr. Michael Masterson. The Academy Director, from Fitchburg State, said Mr. Masterson’s was exemplary during the academy.

*Mr. Cunningham made the motion to ratify the Town Manager’s appointment of Michael Masterson as a Police Officer, to commence on 10/4/22. Ms. Manugian seconded the motion. Motion carried unanimously.*

1. Consider ratifying the Town Manager’s Appointment of Amanda Urmann as the Land Use Assistant.

*Ms. Manugian made a motion to ratify the Town Manager’s appointment of Amanda Urmann as the Land Use Assistant, effective October 17, 2022. Mr. Cunningham seconded the motion. Motion carried unanimously.*

1. Consider ratifying the Town Manager’s Appointment of Virginia Steward, Jeanine Foisy and Dennis Levesque as election workers.

*Mr. Pisani* *made a motion to ratify the Town Manager’s appointments of Virginia Steward, Jeanine Foisy and Dennis Levesque. Mr. Cunningham seconded the motion. Motion carried unanimously.*

1. **Update on the Select Board Meeting schedule through the end of the year.**

Mr. Haddad would like to update the meeting schedule that will take the Board through the end of the year. They will meet:

 Monday, October 3, 2022 Issue Warrant for 2022 Fall Town Meeting

 Monday, October 17, 2022 Fall Town Meeting Prep

 Saturday, October 22, 2022 Fall Town Meeting

 Monday, October 24, 2022 Meet with FinCom to Establish FY 2024 Budget Guidance

 Monday, November 7, 2022 Meet Remotely

 Monday, November 14, 2022 Regularly Scheduled Meeting

 Monday, November 21, 2022 Regularly Scheduled Meeting

 Monday, December 5, 2022 Regularly Scheduled Meeting

 Monday, December 12, 2022 Regularly Scheduled Meeting

 Monday, December 19, 2022 Regularly Scheduled Meeting

 Monday, January 9, 2022 Regularly Scheduled Meeting

**SELECT BOARD ITEMS FOR CONSIDERATION AND ACTION**

1. Approve and issue the Warrant for 2022 for the Fall Town Meeting.

Mr. Haddad said if the board is satisfied with the final Warrant, he would ask the the Members to approve the Warrant and vote to issue it. It will be mailed this Friday, October 7, 2022.

*Mr. Cunningham made a motion to approve and issue the Warrant as prepared. Mr. Reilly Seconded. Motion carried unanimously.*

1. Accept gift from the Maple Avenue Realty Trust in the amount of $50,000 to the Affordable Housing Trust.

*Mr. Cunningham made a motion to accept the gift from Maple Avenue Realty Trust int the amount of $50,000 to the Affordable Housing trust. Mr. Pisani seconded the motion. Motion carried unanimously.*

**Consider Adopting a New Declaration of Trust and Creating a Trust Fund known as the Joseph P. DiPietro Memorial Scholarship Fund” as Recommended by the Commissioners of Trust Funds**

The Trust Fund Commission was in attendance. Member, Rachel Bielecki, stated they received a donation for a new Scholarship Fund, The Joseph P. Memorial Scholarship. Joseph P. DiPietro was a long-time teacher in the GDRSD. He was a beloved teacher whom retired in 1999.

As the Commissioners of the Trust Funds have already voted to accept the terms of the Trust, Mr. Haddad requested that the Board vote to accept the terms of the new Trust for The Joseph P. DiPietro Memorial Scholarship Fund for the Groton Dunstable Regional High School.

*Mr. Cunningham made a motion to accept the terms of the Trust. Ms. Manugian seconded the motion. Motion carried unanimously.*

**OTHER BUSINESS**

**On-Going Issues**

No other business or on-going issues.

**MEETING MINUTES**

*Ms. Manugian moved to approve the minutes of the regularly scheduled meeting on September 19, 2022 as presented. Mr. Cunningham seconded the motion. The motion carried unanimous vote.*

Mr. Reilly adjourned the meeting at 7:22 PM

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Matthew F. Pisani, Clerk respectfully *submitted:* Kara Cruikshank,

 Executive Assistant to the Town Manager

Date Approved: 10/17/2022