

SELECT BOARD MEETING MINUTES
MONDAY, JUNE 1, 2026
APPROVED

Select Board Members Present: Matt Pisani; Becky Pine; Nick Degaitas Jr.; Peter Cunningham; John Reilly;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patrica DuFresne, Assistant Director of Finance/Town Accountant; Melisa Doig, Human Resources Director; Katie Kazanjian, Treasurer/Tax Collector; Brian Callahan, Department of Public Works (DPW) Director.

Pursuant to the Select Board Policy regarding Board Reorganization, Mr. Haddad called the meeting to order at 6:00 PM and reviewed the agenda.

Annual Reorganization of the Select Board- Per Select Board Operational Policy, Town Manager Calls Meeting to Order and Calls for Nominations for Chair.

Mr. Haddad called for nominations for the position of Chair. Ms. Pine nominated Mr. Cunningham for the position of Chair. Mr. Pisani seconded the motion. The motion carried unanimously.

Mr. Cunningham took on the role of Chair for the meeting and called for nominations for the position of Vice Chair. Mr. Pisani nominated Mr. Reilly for the Vice Chair position, while Mr. Cunningham nominated Ms. Pine. Mr. Reilly seconded Ms. Pine's nomination. The motion was carried unanimously.

Mr. Cunningham nominated Mr. Degaitas to be the Clerk. Ms. Pine seconded the motion. The vote to name Mr. Degaitas as Clerk was unanimous.

ANNOUNCEMENTS

Ms. Pine took a moment to acknowledge former Select Board Member Alison Manugian, who lost her bid for reelection. She noted that she and Ms. Manugian were elected together nine years ago. Ms. Manugian served as Chair for three years and, prior to her election to the Select Board, was a member of the School Committee for nine years. Ms. Pine described her as very fair, easy to work with, and a true advocate for the Town's employees and schools. Mr. Cunningham said that Ms. Manugian was a hard worker and expressed his respect for her contributions. Mr. Pisani shared that he learned a great deal about local government from Ms. Manugian and congratulated Ms. Pine and the newest member, Nick Degaitas, on their election to the Board. He appreciated their efforts. Mr. Reilly expressed his appreciation for Ms. Manugian's demeanor and stated that he would miss her. He also welcomed Mr. Degaitas and congratulated Ms. Pine on her reelection to the Board.

PUBLIC COMMENT PERIOD

None

TOWN MANAGER'S REPORT

Mr. Haddad said people have inquired about new Cameras installed around Town and clarified that they are the DPW Frost Cameras, not Flock Cameras. Brian Callahan, DPW Director, was in attendance to discuss the Frost Cameras. Mr. Callahan explained that the DPW relies heavily on these cameras, with four installed at different locations. He can set weather alerts directly to his and the foreman's phones. Ms. Pine asked whether it would be possible to add a photo comparing the Flock and Frost Cameras somewhere. The Frost Cameras are solar-powered, while the Flock Cameras are hardwired. Mr. Haddad emphasized that the cameras are aimed at the road, not at license plates. Mr. Callahan stated that the Frost Cameras are on a one-year lease and are charged to Snow and Ice. The Board thanked Mr. Callahan for his time and explanation.

Mr. Haddad announced that a Groton Town Takeover will be held at Polar Park, home of the Worcester Red Sox, on Wednesday, August 5, starting at 6:45 p.m. For each ticket sold, \$5.00 will be donated to the Prescott Community School. Michelle Collette will also be honored as Groton's Hometown Here and be recognized on the field. He thanked Ms. Connie Sartini for publishing the ad in the Groton Herald and encouraged everyone to attend.

Monthly Department Head meetings are held regularly. Mr. Haddad explained that team-building events are sometimes part of these meetings. He said that on Thursday, June 11th, the Department Heads will hold their monthly meeting at the Groton Country Club, which will serve as a team-building event. He wanted to inform the Board that the Department Heads will be away from their departments for the day.

1. Town Treasurer/Collector Katie Kazanjian- Inform Board of Fiscal Year 2027 Tax Bill Change to Issue Quarterly Tax Bills Twice a Year.

Katie Kazanjian, the Town Treasurer and Tax Collector, attended the meeting to present her proposal to transition the Town's real and personal property tax billing to a double-remit format starting in Fiscal Year 2027. Ms. Kazanjian explained that beginning with the FY2027 billing cycle, real estate and personal property tax bills will use a double-remit format, with two payment coupons or remittance sections on each bill. While property taxes will still be due quarterly, the tax bills will now be mailed twice a year instead of four times a year.

She reviewed the new features of the remittance coupons, noting that the updated double-remit format will replace the previous quarterly remittance. Each bill will now include two remittances per mailing, clearly separated by date and amount. This change will enhance bill readability, simplify payment processing for taxpayers, and improve efficiency for the Collector's office. Ms. Kazanjian explained that this transition will streamline the collection process and is projected to save approximately \$12,000 per year in postage and printing costs. She also noted environmental benefits from reduced paper use. Ms. Kazanjian explained that a letter will accompany the tax bill to provide important information about the new tax bill format. The Town will also provide reminders through the Town's website, social media, email reminders through the online payment system, local newspaper announcements, and a supplement in the Groton Electric Light (GELD) bill. Ms. Kazanjian took the time to answer questions from Members of the Board.

The Board members supported the change and thanked Ms. Kazanjian for her time.

2. Plan to Prepare for the Fiscal Year 2028 Budget.

Mr. Haddad explained that the Senate had passed a budget now under review by the Conference Committee. He reviewed the Cherry Sheet figures and emphasized the importance of supporting the Senate budget. The Senate's proposed budget includes a \$117,151 increase in local aid year over year, about \$69,000 more than the Governor proposed in her budget. Mr. Haddad stated that they set the Town Meeting budget based on the Governor's figure. If the House's number remains unchanged, the Town's budget will be out of balance. He reiterated the need to support the Senate budget and hopes the Conference Committee will support the Senate's figure for Unrestricted Government Aid.

In addition, the Senate is proposing to establish a committee to review the Foundation budget for school aid. Representative Scarsdale has contacted Mr. Haddad to request that he send a letter to the Conference Committee urging the creation of this committee. He asked the Board to authorize the Town Manager to send a letter on behalf of the Select Board to the Conference Committee, urging the inclusion of the Foundation Budget Review Commission in the approved FY2027 Budget. The Select Board unanimously supported Mr. Haddad sending this letter of support.

Mr. Haddad doesn't believe it is too early to begin planning for the Fiscal Year 2028 Operating Budget. He noted that, as the Board is aware, developing the FY 2027 Budget was particularly challenging due to rising operating costs, inflationary pressures, and limited growth in State Aid. He believes it is important to begin budget planning as early as possible to ensure adequate coordination and long-term financial planning. Mr. Haddad reached out to Dunstable Town Administrator Jason Silva and Groton Dunstable Regional School District Superintendent Dr. Geoff Bruno to reestablish the Town Manager's and Town Administrator's Working Group. The group will collaborate and communicate among Groton, Dunstable, and the Groton Dunstable Regional School District on the budget. Mr. Haddad explained that Alison Manugian previously served as the Board's representative on the Working Group. He asked for a volunteer on the Board to participate. Mr. Degaitas volunteered to take on that role. Mr. Haddad will keep the Board posted.

3. Consider Accepting the Nomination of the Town Manager and Appoint Elizabeth Tannebring to the Commission on Accessibility.

Mr. Pisani made a motion to accept the Town Manager's nomination and appoint Elizabeth Tannebring to the Commission on Accessibility. Ms. Pine seconded the motion. The motion carried unanimously.

4. Update on Select Board Schedule through Labor Day.

Monday, June 8, 2026-	No Meeting
Monday, June 15, 2026-	Regularly Scheduled Meeting (Annual Appointment)
Monday, June 22, 2026-	No Meeting
Monday, June 29, 2026-	Regularly Scheduled Meeting
Monday, July 6, 2026-	No Meeting
Monday, July 13, 2026-	Regularly Scheduled Meeting (Line-Item Trans.) (Call for 2026 Fall Town Meeting)
Monday, July 20, 2026-	No Meeting

Monday, July 27, 2026-	Regularly Scheduled Meeting
Monday, August 3, 2026-	No Meeting (Kara Vacation)
Monday, August 10, 2026-	No Meeting (Mark's Vacation)
Monday, August 17, 2026-	Regularly Scheduled Meeting
Monday, August 24, 2026-	No Meeting
Monday, August 31, 2026-	Regularly Scheduled Meeting
Monday, September 7, 2026-	No Meeting (Labor Day)
Monday, September 14, 2026-	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

1. Consider Approving an Amendment to H4795, Amendments to the Groton Charter, that Approves of Striking the Word "Assistant" Each Time it Appears in Paragraph 5.3.7 of Section 5.3.

During the 2025 Fall Town Meeting, voters approved several amendments to the Town Charter. Mr. Haddad reviewed these amendments with the Board. He noted that one amendment corrected the position title from "Principal Assistant assessor" to "Principal Assessor" to align the Charter with the statutory title of the position. During the drafting process, the word "Assistant" was inadvertently left in two additional references in Section 5.3.7, which he described as a scrivener's error. To correct the error, the Legislature intends to propose an amendment to the Charter legislation currently under review by the General Court. Mr. Haddad clarified that the Select Board must formally vote to authorize this amendment. (Please refer to the Town Manager's Report for the amendment to the Charter legislation.)

Ms. Pine made a motion to authorize the proposed amendment. Mr. Reilly seconded the motion. The motion carried unanimously.

2. Consider Supporting Dunstable Select Board in Requesting State Action to Adjust the Term of School Committee Member Lacey McCabe to be Extended for the Full Three-Year Term.

Mr. Haddad explained that during the Town of Dunstable's May 2026 Annual Town Election, the position of Groton Dunstable Regional School Committee Member was mistakenly omitted from the ballot. As a result, voters could not cast votes for this office. Lacey McCabe, the incumbent Chair, was the only candidate to submit the required nomination papers and would have run unopposed. To address the vacancy, the Dunstable Select Board and Ms. Christina Andriole, the other Dunstable member of the School Committee, met on May 22, 2026. They unanimously appointed Ms. McCabe to fill the vacancy until the next Annual Town Election, consistent with the provisions of the Regional Agreement.

Mr. Haddad noted that this is a unique situation because Ms. McCabe properly qualified for the ballot. The Dunstable Select Board is now considering seeking special state action through the Massachusetts Legislature, the Governor's Office, or both to extend Ms. McCabe's term to the full three years rather than just one. Mr. Haddad explained that the Town of Dunstable is asking the parties involved in the Regional Agreement to consider a proposed approach at an upcoming meeting. Before taking further steps, the Town seeks feedback from the Groton Select Board and the Groton-Dunstable Regional School Committee to determine mutual support and ensure all

parties are aligned moving forward. Mr. Haddad fully supports this action and urged the Board to support the Dunstable Select Board in correcting this error. He believes it is important for Ms. McCabe to serve a full three-year term without having to run for re-election next year.

Ms. Pine made a motion to support a special action by the Dunstable Select Board for a three-year term for Lacey McCabe. Mr. Pisani seconded the motion. The motion carried unanimously.

3. Consider Approving a One-Day Wine and Malt Beverages License for the Friends of Prescott Appreciation Party to be held on Thursday, June 18, 2026, from 6:00 p.m. to 8:00 p.m.

Mr. Reilly made a motion to approve a One-Day Wine and Malt Beverages License for the Friends of Prescott's Appreciation Party to be held on Thursday, June 18, 2026, from 6:00 p.m. to 8:00 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

4. Consider Approving a One-Day Wine and Malt Beverage License for the First Parish Church Coffeehouse to be held on Saturday, June 13, 2026, from 7:00 p.m. to 10:00 p.m.

Mr. Pisani moved to approve a One-Day Wine and Malt Beverage License for the First Parish Church Coffeehouse on Saturday, June 13, 2026, from 7:00 p.m. to 10:00 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

OTHER BUSINESS

Consider Amending Town Manager Review Policy to Commence this Year's Town Manager Review on June 15th.

Mr. Haddad explained that he would like the Board to consider amending the Town Manager Review Policy to begin this year's review on June 15th. The Board agreed to bring this forward to the June 15th meeting.

On-Going Issues

- A. PFAS Issue – On June 10th, bids for the RFP will be opened for the second phase of the waterline project. Mr. Haddad said the Environmental Protection Agency (EPA) reached out to the Town about a \$1 million earmark to help cover the project's costs. This is great news for taxpayers, as the earmark will be used to offset the contract's debt service.
- B. UMass Satellite Emergency Facility –None
- C. Fire Department Staffing – The Working Group rescheduled its May 21st meeting due to technical difficulties. Mr. Haddad will provide an update at the June 15th meeting.
- D. West Groton Dam – Squannacook River, Consultant Mr. Delaney met with the inspector for the Dam, and is filing the report with the state. This Dam inspection will be paid for with the secured \$3,000 state grant awarded for inspections.
- E. Main Street Study – None
- F. Flock Cameras. Mr. Haddad said he confirmed, based on an opinion from Town Counsel, that the Board's vote to support funding for the Flock Camera FY2027 contract is legal. Mr. Haddad and Deputy Chief Rachael Mead are forming a Working Group. The Police Department's goal is to work through the Working Group and hold public hearings to gather public input. Mr. Haddad explained that cameras were installed at Sargaiisson Beach. Mr. Degaitas asked whether the cameras at Sargaiisson could replace the installed Flock cameras. Mr. Haddad provided examples of differences among cameras. The Police Department is working diligently to explore switching to a

different camera brand. Mr. Haddad emphasized that the data from the Flock Cameras is not shared with anyone. Mr. Cunningham said the sooner they get the information out there, the better.

SELECT BOARD LIASON REPORTS

None

Approval of the Regularly Scheduled Meeting of June 1, 2026

Ms. Pine made a motion to approve the regularly scheduled minutes of June 1, 2026. Mr. Pisani seconded the motion. The motion carried unanimously.

The Select Board adjourned at 7:30 p.m.

Respectively submitted by Kara Cruikshank, Executive Assistant to the Town Manager.