



## TOWN OF GROTON

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## Board of Selectmen

John G. Petropoulos, *Chairman*  
Joshua A. Degen, *Vice-Chairman*  
Barry A. Pease, *Clerk*  
Peter S. Cunningham, *Member*  
Anna Eliot, *Member*

**Town Manager**  
Mark W. Haddad

**To:** *Board of Selectmen*

**From:** *Mark W. Haddad – Town Manager*

**Subject:** *Weekly Report*

**Date:** *February 27, 2017*

1. Scheduled on Monday's Agenda is one item. The Board will be conducting public hearing on proposed increases in both Transfer Station Fees and Town Clerk's Fees. Contained in the packet are the proposed fee increases. Please note that this is an advertised Public Hearing. We have posted the proposed fee increases on the Town's website as well.
2. I have made several appointments that I would ask the Board to consider ratifying. First, as you are aware, Laurie Bonavita has resigned as the Land Use Director/Town Planner. She is returning to her former job in Millbury. We have started a search for a new Land Use Director. I will be following the same procedure I utilized last year when we hired Laurie. In the meantime, Michelle Collette has agreed to come out of retirement and cover the office on an interim basis as we conduct our search. I have appointed Michelle as the Interim Land Use Director/Town Planner. Second, April Iannacone has resigned as the Business Manager for the Water and Sewer Commissions. To fill this position, I appointed a Search Committee made up of myself, Tom Orcutt, Jim Gmeiner, Patricia DuFresne, Melisa Doig and Dawn Dunbar. We received approximately 30 applicants and interviewed six individuals. We narrowed it down to one finalist and brought that person before the Water and Sewer Commission for an additional interview. Based on this, the Search Committee and both Commissions voted unanimously to recommend that I appoint Lauren Crory of Shirley to this position. Enclosed with this report is a copy of Ms. Crory's Resume. I have in fact made this appointment as well. Finally, the Police Chief has requested, and I have agreed, that I appoint Michael MacGregor as a Relief Dispatcher. Pursuant to Section 4-2(C) of the Groton Charter, I would respectfully request that the Board vote to ratify these appointments at Monday's meeting.
3. Greg Yanchenko, Fay Raynor and Jim O'Reilly have submitted interest forms to serve on the Groton Energy Advisory Committee. All three have backgrounds in energy and energy efficiency. Mr. O'Reilly has worked in the Clean energy field for many years and both Mr. Yanchenko and Ms. Raynor are architects with great experience in designing and constructing energy efficient buildings and are very familiar with the Massachusetts Building Code. Based on this, I am recommending that the Board appoint all three of them to fill the three resident vacancies on the Committee. I would respectfully request that the Board consider appointing them to the Committee at Monday's meeting.
4. As discussed at your last meeting, I have drafted a Charge for a Memorial Day Parade Committee and enclosed it with this report for your review. I would ask the Board to approve this Charge so that we can advertise the openings on the Committee and form the Committee as soon as possible. We can discuss this further at Monday's meeting.

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5. As directed by the Board, I have reached out to National Grid for information concerning how they handle leaks in the various gas lines throughout Groton. Basically, National Grid grades gas leaks as grade 1, 2 or 3. Grade 1 are considered to be a safety hazard and needs immediate attention. Grade 2 are leaks that may be judged as a possible safety hazard in the future and need to be addressed in a six-month period. Finally, Grade 3 leaks are not considered hazardous and are monitored on a yearly basis. National Grid tends to take care of these types of leaks when doing any planned future main replacement projects. The leaks currently listed in Groton are considered Grade 3 Leaks and will be fixed according to their policy. I hope you find this information helpful. We can discuss this in more detail at Monday's meeting.
6. First Parish Church has requested a One Day Beer and Wine Liquor License for Poetry Night to be held on Saturday, March 4, 2017 from 6:30 p.m. to 9:30 p.m. I would respectfully request that the Board consider approving this request at Monday's meeting.
7. The Nashoba Valley Chamber of Commerce will be holding their annual Taste of Nashoba Event at Lawrence Academy on Tuesday, March 21, 2017 from 5:30 p.m. to 8:00 p.m. They are requesting a one day liquor license for this event. I would respectfully request that the Board consider approving this request at Monday's meeting.
8. The Groton History Center has requested a one day liquor license for a Wine Tasting Fundraiser on Saturday, March 11, 2017 at the Groton School Schoolhouse from 7:00 p.m. to 10:00 p.m. I would respectfully request that the Board consider approving this request at Monday's meeting.
9. I have set aside time on Monday's Agenda to update the Board on any issues relative to the Fiscal Year 2018 Operating Budget. Based on my understanding of new information received since the joint meeting with the Finance Committee on January 28, 2017, I have made some adjustments to the Proposed Operating Budget. Specifically, the GDRSD will not need the entire \$750,000 I had set aside in my original proposed budget. They have reduced the amount of the operating assessment due to a shift in student population between Groton and Dunstable and included some capital items in their assessment. When you take into consideration the proposed increase in assessment by the Superintendent and add Groton's share of the proposed capital items (High School Technology, Boutwell HVAC and High School HVAC), the total increase is \$547,492. In addition, they will be requesting a \$100,000 appropriation to make various improvements to the FloRo Elementary School and parking area, bringing their total anticipated increase in FY 2018 to \$647,492. In addition to that, I have added \$27,000 to the Selectmen's budget to cover the cost of Groton's share to the Pepperell SRF, \$9,518 has been added to the Debt Service Budget to cover the increase in interest payments, and added \$25,257 to the Water Safety Budget to cover the lifeguards at Sargisson Beach. Also, for your consideration is using taxation to cover the Fire Department Pilot Program, instead of Free Cash.

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9. **Continued:**

The budget appropriations would then be the following:

|                                    |                     |
|------------------------------------|---------------------|
| General Government                 | \$ 1,946,980        |
| Land Use Departments               | \$ 434,948          |
| Protection of Persons and Property | \$ 3,766,073        |
| Regional School Districts          | \$20,701,683        |
| Department of Public Works         | \$ 2,136,809        |
| Library and Citizen Services       | \$ 1,594,607        |
| Debt Service                       | \$ 1,219,637        |
| Employee Benefits                  | <u>\$ 3,842,510</u> |

**Total Operating Budget** **\$35,643,246**

Additional Appropriations

|                            |            |
|----------------------------|------------|
| Call EMT Incentive         | \$ 73,000  |
| FloRo Capital Improvements | \$ 100,000 |

**Grand Total Appropriations** **\$35,816,246**

Should all this be approved, the budget will be \$136,822 under the levy limit. I look forward to discussing this in more detail with the Board at Monday's meeting.

MWH/rjb  
enclosures