



TOWN OF GROTON
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Board of Selectmen

Joshua A. Degen, *Chairman*
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Alison S. Manugian, *Clerk*
John G. Petropoulos, *Member*
Rebecca H. Pine, *Member*

Town Manager
Mark W. Haddad

To: *Board of Selectmen*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Report*

Date: *July 24, 2017*

1. Please note that Monday's meeting will begin at 6:00 p.m. with an Executive Session to discuss the parameters of a lease with the Friends of Prescott. Enclosed with this report is the draft letter of intent for the Board to discuss, review and approve as a precursor to any lease signed for the Prescott School. I have also enclosed the draft lease prepared by Town Counsel. The regular meeting will commence at 7:00 p.m. Scheduled on Monday's Agenda are two items. First, Al Futterman will be in attendance to update the Board on the work of the Nashua Wild and Scenic River Study Committee. Second, as discussed at a previous meeting, Fire Chief Steele McCurdy will be in to discuss the first draft of the Strategic Plan of the Fire Department.
2. Jane Fry's term on the Board of Registrars is expiring. Jane is a Democrat. As you know, the Board of Selectmen shall appoint a successor so that as nearly as possible the members of the Board shall represent the two leading political parties. Currently, the Board is made up of 2 Democrats, 1 Republican and 1 unenrolled member (the Town Clerk). Since Ms. Fry is a Democrat, the Board of Selectmen can appoint either a Democrat or Republican to the Board. In deciding who to appoint to the Board of Registrars, the Town Clerk has reached out to the two-leading political parties and asked for nominations. The Democrats nominated Jane Fry and the Republicans nominated Ellen Hargraves. The Board needs to choose one of these two individuals for a three-year term on the Board. Enclosed with this report is a memorandum from the Town Clerk explaining the process. We can discuss this further at Monday's meeting.
3. I have appointed Corey Pierce as a Swim Instructor at the Groton Country Club. I would respectfully request that the Board of Selectmen ratify this appointment at Monday's meeting.
4. At your last meeting, the Board met with the Housing Partnership to review a proposed policy for "Friendly 40B" for Local Initiative Program Projects. The Board requested that I place this back on this week's Agenda for adoption. The Board also requested that I provide you with a copy of the current policy. Enclosed with this report are both the proposed policy (with revisions discussed at last week's meeting) and the current policy. I would respectfully request that the Board vote to adopt this policy at Monday's meeting.

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5. One of the Board's Goals this year was to develop a Town Government Mission Statement. Selectman Barry Pease was assigned this task. To develop the proposed Mission Statement, Barry reached out to employees, Board and Committee members and requested that they submit a proposal. Once the entries were received, we scheduled a Department Head meeting and Barry led the discussion to narrow down the entries to a preferred Mission Statement to bring to the Board of Selectmen for potential adoption. Based on this, we are proposing the following Mission Statement for consideration:

"The Town of Groton strives to provide our residents, businesses and visitors with quality municipal services delivered in an effective, professional manner and to enhance the quality of life through collaborative planning, personal dedication and community involvement."

Selectman Pease will discuss this in more detail with the Board at Monday's meeting.
6. At last week's meeting, I presented the Board with a proposal to hire clerical assistance to take minutes for the Planning Board, Conservation Commission and Finance Committee. The Board requested that I schedule time on this week's Agenda for further discussion and consideration. Please note that I had also asked the Finance Committee to consider this request. Enclosed with this report are the minutes from the Finance Committee outlining their discussion for the Board's review. I look forward to discussing this in more detail at Monday's meeting.
7. I would respectfully request permission from the Board of Selectmen to take vacation from August 8, 2017 through August 15, 2015. I will be out of the office for a total of five days. As I have done in the past, I will be appointing Michael Bouchard as Acting Town Manager during my absence. Enclosed with this report is my official notification to the Board as required by the Charter. I appreciate the Board's consideration of this request.
8. Also at last week's meeting, I presented the Board with a proposed Charge for the Prescott Redevelopment Committee. The Board requested that this be brought back to the Board for further discussion at this week's meeting. Enclosed with this report is the proposed charge (with a minor edit based on last week's discussion) for the Board's review and approval. We can discuss this in more detail at Monday's meeting.
9. Depending on the outcome of the Executive Session, I have set aside time on the Agenda for the Board to formerly vote to issue the letter of intent to the Friends of Prescott for the lease of the Prescott School.

MWH/rjb

enclosures