



## TOWN OF GROTON

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## Board of Selectmen

Joshua A. Degen, *Chairman*  
Barry A. Pease, *Vice-Chairman*  
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:** *September 18, 2017*

1. Scheduled on Monday's Agenda is just one item. The Board of Selectmen will be meeting in joint session with the Finance Committee to conduct a public hearing on the October 23, 2017 Fall Town Meeting Warrant. Enclosed in the packet is the latest draft of the Warrant that has been amended to reflect comments received by Town Counsel.
2. As you know, we have been searching to fill the Land Use Administrative Assistant's and Assistant Assessor's positions. To fill the Land Use Administrative Assistant's position, I appointed a Search Committee made up of me, Land Use Director Takashi Tada, Building Commissioner Ed Cataldo, Human Resources Director Melisa Doig and Executive Assistant Dawn Dunbar. We received over 50 applications and decided to interview eight individuals. Based on this, Takashi Tada has recommended that I appoint Maureen Adema of Littleton to the position. Maureen has a wealth of experience working in Land Use Departments for the Towns of Littleton, Boxborough, Stow and Sudbury. She will be an excellent addition to our Land Use Staff. To fill the Assistant Assessor's position, I appointed a Search Committee made up of me, Principal Assessor Jonathan Greeno, Town Accountant Patricia DuFresne, Human Resources Director Melisa Doig and Executive Assistant Dawn Dunbar. We received 37 applications for the position and interviewed nine individuals. Based on this, Jonathan Greeno has recommended that I appoint Megan Brideau Foster of Manchester, NH to the position. Megan has over 8 years' experience working as an assessor in various municipalities throughout New England. Her experience will be extremely valuable to our Assessors Office and we are very pleased to bring her on board. I have enclosed their resumes with this report for your review. Please consider this as official notification to the Board of my appointments of Maureen Adema as Land Use Department Administrative Assistant, effective October 2, 2017 and Megan Brideau Foster as Assistant Assessor, effective September 25, 2017. I would respectfully request that the Board consider ratifying both of these appointments.
3. The Recycling Committee is recommending that the Board appoint Val Prest and Diana Keaney to the Committee. I would respectfully request that the Board consider making these appointments at Monday's meeting.

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4. We have advertised to fill the three vacancies on the newly established Prescott Oversight Committee. In addition, I reached out to several individuals, as did the Friends of Prescott, to recruit members. Based on this, I am recommending that the Board appoint John Amaral, An Hee Foley and Heather Rielly to the Committee. John brings a great deal of experience to the Committee in commercial real estate and development; An Hee has served as a member of the Audit Review Committee and has a strong financial background; and Heather Rielly has a great deal of experience with non-profits. These three residents will create a very strong Committee and I would respectfully request that the Board appoint them to the Committee at Monday's meeting. The Board can determine the length of terms at the meeting. I look forward to discussing this in more detail at Monday's meeting.
5. As discussed at last week's meeting, the School Committee has designated Marlena Gilbert to be their designee on the Audit Review Committee. I would respectfully request that the Board make this appointment at Monday's meeting.
6. In compliance with Board policy, enclosed with this report is a spreadsheet outlining all Executive Session Minutes since 2013 for the Board to review and determine whether or not to release any of the minutes. The spreadsheet has our recommendation for Board consideration. We can discuss this further at Monday's meeting.

MWH/rjb

enclosures