



## 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:** *January 16, 2018*

1. Please note that we are meeting on Tuesday this week. Tuesday's meeting will commence at 6:00 p.m. with an Executive Session for the Board to review the Salary Survey requested by the Personnel Board (members of the Personnel Board will be present) and how it impacts collective bargaining. The meeting will take place in the Town Manager's Office. The regular meeting will commence at 7:00 p.m. in the First Floor Meeting Room. There is nothing specifically scheduled on the Agenda.
2. Chief Palma has requested that I appoint Matthew Beal, Matthew Boivin and Cody Chick as Reserve Police Officers (Bios attached). I have in fact made these appointments. Pursuant to Section 4-2(c) of the Groton Charter, I would respectfully request that the Board consider ratifying these appointments at Tuesday's meeting.
3. Based on safety concerns, Chief Palma is requesting that the Board of Selectmen, pursuant to M.G.L., Chapter 90, §18B, consider establishing a Speed Zone on Willowdale Road and establish a 20 MPH posted limit on the Street. Chief Palma will be in attendance at Tuesday's meeting to provide the Board with information and his rationale for this request. We can discuss this further at the meeting.
4. The Zoning Board of Appeals is requesting that the Board of Selectmen appoint Deborah Winsor of 249 Burntmeadow Road as an Associate Member of the Zoning Board of Appeals. Enclosed with this report is a memo from the ZBA making this request. I would respectfully request that the Board consider making this appointment at Tuesday's meeting.

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5. Last month, Selectman Pease requested that I provide the Board with an update as to the Negotiations with the Friends of Prescott to lease the Prescott School. Currently, the negotiations are on hold. An issue that has arisen relative to the reuse of Prescott that has impacted our negotiations the Lease. As you are aware, the Friends have been marketing and seeking tenants for the building as part of the development of their business plan. The response has been encouraging and has caused exploration on costs and permits for the specific possibilities. As a result of these efforts it has been called to our attention that the proposed mix of use may trigger building code compliance issues that may require a change to their near-term business plan and may affect the way a lease is constructed. The Friends have consulted with Attorney Robert Collins and he has been meeting with the Building Commissioner to determine the parameters of the permissible uses for the Structure. I expect Attorney Collins to provide an update to the Board on the status of these discussions at Tuesday's meeting.
6. According to the Town Manager's Review Policy, the Selectmen are to be doing the annual review of the Town Manager in January. I have enclosed a copy of the Policy and the Review Form with this report since this will be the first time Selectmen Pine and Manugian will be reviewing the Town Manager. According to the policy, the first step in the process is for the Board to discuss starting the review at a public meeting and have the Chair request that the Town Manager prepare a self-evaluation. The Town Manager has 30 days to complete the self-evaluation and provide copies to the Board for them to complete the actual evaluation. We can discuss the process at Tuesday's meeting.
7. It is that time of the year for the Board to Call for and Open the Warrant for the 2018 Spring Town Meeting. Enclosed with this report is the proposed timeline for the meeting. I would respectfully request that the Board take this action at Monday's meeting.
8. Selectman Pine has drafted a proposed Policy for filling vacancies on the various Boards, Committees and Commissions appointed by the Board of Selectmen and Town Manager. I would respectfully request that the Board consider adopting this policy at Tuesday's meeting.
9. Pursuant to the Board's policy, the Chairman and Vice-Chairman have met with the Town Manager to develop the Annual Goals of the Town Manager. Those proposed goals are attached to this report for your review and approval. I would ask the Board to consider approving these goals at Tuesday's meeting.

MWH/rjb  
enclosures