



TOWN OF GROTON

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Select Board

Barry A. Pease, *Chairman*
Alison S. Manugian, *Vice-Chairman*
John R. Giger, *Clerk*
Joshua A. Degen, *Member*
Rebecca H. Pine, *Member*

Town Manager
Mark W. Haddad

To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Report*

Date: *June 11, 2018*

1. Please note that the Select Board Meeting will commence at 6:00 p.m. this week so that the Board can review and finalize the interview questions for the Police Chief Interviews scheduled for Wednesday, June 13th at 6:00 p.m. Enclosed with this report are the questions used by the Search Committee for your use and reference. Other than the Town Manager's Report and a review of On-Going Issues, there are no scheduled items for Monday's meeting.
2. I have requested that the Finance Team attend Monday's meeting to review the recommendations for the Finance Offices as contained in the Matrix Operational Audit. Enclosed with this report are the recommendations and the responses from the Finance Team and Town Manager. We can discuss this in more detail at Monday's meeting.
3. As requested at last week's meeting, attached is a copy of the Charge of the Planning Board's Master Plan Implementation Committee. Takashi Tada has informed me that the timeline is not specified, but the hope is that the results of the MPIC's work will help to inform the next version of the Master Plan when the update process begins in 2019/2020. The current Master Plan expires in 2021. In addition, Carolyn Perkins is the Chair of the MPIC and she would like to set the meeting schedule for the first and third Thursday evenings of the month (the Planning Board meets second/fourth Thursdays). John Giger has informed me that he is willing to serve as the Board's representative on this Committee. I would respectfully request that the Board appoint John to this Committee at Monday's meeting.
4. Select Board Member Manugian and I have discussed how to proceed with the results of the Non-Binding Recreational Marijuana Questions. It is our opinion and recommendation that the Board submit a Zoning Amendment to the Planning Board that would ban all Recreational Marijuana Uses in the Town of Groton. We both feel that since none of the votes were emphatically in favor of allowing any one type of establishment and that the work to draft multiple options and present them is excessive, this is the best course of action. I have requested that Town Counsel draft the proposed amendment. It is attached to this Report for your review and consideration. In addition, the Board had asked for the timeline to have this addressed at the 2018 Fall Town Meeting and 2018 State Election to be held on November 6, 2018.

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4. **Continued:**

The Planning Board is required to hold a public hearing on any proposed Zoning Amendment at least 14 days prior to the Town Meeting and must advertise the Public Hearing for two consecutive weeks at least 14 days prior to the Hearing. Regardless of the date of the Fall Town Meeting (either October 15th or October 22nd), the latest date the Planning Board can hold the meeting is Thursday, September 27th, based on their regular meeting schedule. That means the Public Hearing will have to be advertised for the first time on September 7, 2018 and the official Article has to be submitted for publication to the Planning Board by September 4, 2018. Regarding the placing of a ballot question on the November 6, 2018 State Election, the Town Clerk informs me that Chapter 94G Section 3 Local Control states that these types of questions can be placed on a local ballot at a regular or special election. The only option for November 6th would be to hold a coincident special local election with the state election (using separate ballots, separate early voting ballots, separate check-in and separate programming). The Town Clerk would need to gauge election interest to determine if additional checkers would be needed. The Town would bear the cost of the special election. The Town Clerk would need the final form questions 35 days ahead of the election, which is October 2, 2018. We can discuss all of this at Monday's meeting.

5. Enclosed with this report are the 2017 Liaison Assignments. The Board needs to determine these Assignments for 2018. Select Board Member Giger has informed me that his first choices for Liaison Assignments would be (in no particular order): Police, Fire/EMS, Building Commissioner, Conservation Commission, Highway, or Sewer. He is also willing to serve as the alternate of up to 3 of all organizations. We can discuss this in more detail at Monday's meeting.
6. The Board requested that I set aside time at Monday's meeting for the Board to discuss and determine the date of the 2018 Fall Town Meeting (I will ask the Board to officially call for the meeting at one of your July meetings). As you know, the Town Bylaw states that the "*Fall Town Meeting by default shall be held on the third Monday in October. If the Board of Selectmen determine it infeasible or undesirable to hold the Fall Town Meeting on the third Monday in October, then, on a year-by-year basis, the Selectmen may establish a different date, sometime during September, October or November, upon which to hold the Fall Town Meeting so long as they provide formal public notice of that date at least six weeks prior to the date.*" The third Monday in October is the 15th. Since there are five Monday's in October this year, the Board may want to consider holding the meeting on October 22nd. I look forward to discussing this with the Board at Monday's meeting.
7. I have revised the Charge of the Fire Department Task Force Study Committee based on both comments made at last week's meeting, along with individual comments submitted by the various members. I did my best to incorporate all of these comments. Attached for your approval is the final draft. I would respectfully request that the Board consider approving this draft at Monday's meeting.

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8. I have drafted the RFP for the Lease of the Prescott School and have included the draft with his report for your review and approval. I would respectfully request that the Board approve this draft at Monday's meeting and authorize me to advertise the RFP as required by Law.
9. Section 3-2(d) of the Groton Charter states that the Select Board shall appoint a Police Chief "consistent with paragraph (d) of section 4-2". Section 4-2(d) of the Charter states that whenever a vacancy occurs in the office of Police Chief, the Town Manager shall "select and present at least 2 qualified candidates to the Select Board for appointment by the Board to the office". I have completed my search and, pursuant to Section 4-2(d), I am presenting to the Select Board for consideration of appointment as the Town of Groton's Police Chief the following three (3) qualified candidates (presented alphabetically):
 1. James Cullen – Currently the Deputy Police Chief of the Town of Groton, Massachusetts
 2. Jason Lavoie – Currently the Police Chief for the Town of Hudson, New Hampshire
 3. Michael Luth – Currently the Police Lieutenant for the Town of the Lunenburg, Massachusetts Police Department

Attached to this report are their resumes. Please note that the interviews will take place on Wednesday, June 13th commencing at 6:00 p.m. and the Assessment Center will take place on Thursday, June 14th commencing at 9:00 a.m.

10. It is that time of the year for the Town Manager and Select Board to make their annual appointments/reappointments. This week we will address the Town Manager's annual appointments. Enclosed with this report is a listing of the appointments I plan on making effective July 1, 2018. As has been our history, I will read the names into the record so the public is aware of who is being appointed to what position. Pursuant to Section 4-2(c) of the Groton Charter, I would respectfully request that the Board consider ratifying these appointments at Monday's meeting. We will schedule the Board's annual appointments for your June 18th meeting.
11. I would respectfully request that the Board vote to authorize me to sign and execute the deed transferring the property where the former Electric Light Department garages are located to Daniel McElroy. We can discuss this in more detail at Monday's meeting.

MWH/rjb

enclosures