



## TOWN OF GROTON

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## Select Board

Barry A. Pease, *Chair*  
Alison S. Manugian, *Vice-Chair*  
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:** *January 28, 2019*

1. In addition to the Town Manager's Report and a review of the On-going Issues List, there are four other issues scheduled on the Agenda for Monday's meeting. First, at the beginning of the meeting, the Board will need to address the complaint filed against the Town Manager by Jenifer Evans. Second, the Select Board will meet in joint session with the Park Commission to consider filling a vacancy on the Park Commission caused by the resignation of James Gaffney. Don Black is the lone applicant for the position. Should the Select Board and Park Commission agree, Mr. Black will be appointed to the Park Commission until the Annual Election. Please note that Mr. Gaffney's term runs through 2020. Third and fourth, I have scheduled two Executive Sessions at the end of the meeting. The first Executive Session is for the Board to discuss and finalize the proposed new Contract for the Fire Chief. I will provide the Board with a copy of the final contract under separate cover. Should the Board agree to the terms, I will ask the Board to return to open session to vote to approve the contract. The second Executive Session is for the Board to review various Executive Session minutes and decide whether or not to release them. Enclosed in the packet is a spreadsheet listing the Minutes and our recommendation as to whether or not they should be released (as well as copies of the minutes. Depending on the outcome of your review, I have scheduled an item after the Executive Session for the Board to vote to release any minutes deemed appropriate.
2. The Town's Housing Production Plan expires on June 29, 2019 and will need to be updated. Enclosed with this report is a memorandum from our Housing Coordinator Fran Stanley requesting the Board's support to apply for a Grant to the Montachusett Regional Planning Commission (MRPC) to pay for this update. Fran has applied for a CPA Grant for this update, but this Grant will allow the Town to update the Plan without expending Town funds. The plan was last updated in 2014 and was based on information from the 2010 Federal Census. I would request that the Board support this grant application so that we can do a midterm update at no cost to the Groton taxpayers, and then conduct another update in 2021 when the 2020 Federal Census is released. We can discuss this in more detail at Monday's meeting.
3. It is that time of year for the annual Nashoba Chamber of Commerce's Taste of Nashoba Event to be held at Lawrence Academy on Tuesday, March 19, 2019 from 5:30 p.m. to 8:00 p.m. They are requesting a one day All Alcohol license for the event. I would respectfully request that the Board consider approving this request at Monday's meeting.

**Select Board  
Weekly Report  
January 28, 2019  
page two**

4. As you may recall, we had planned to turn over operational control of the Four Corner Sewer District to the Groton Sewer Commission once the project was fully completed and operational. That has now taken place and I would respectfully request that the Board vote to turn over the operational control to the Sewer Commission. Please note that the Sewer Commission have officially voted to take over the operation upon vote by the Select Board. We can discuss this in more detail at Monday's meeting.
5. Two parcels of land have been donated to the Conservation Commission that require the Select Board's approval pursuant to M.G.L., c. 40, §8C. Enclosed with this report are maps of the two parcels with a brief description of the donation. For the Board's information, the first parcel is a 24.4-acre parcel located on Longley Road (Parcel Number 225-31) donated in Hilda O'Hara's last will and testament. This parcel was identified as a priority parcel in the 2011 Open Space Plan. The second parcel is a 1.35-acre parcel located off of Winding Way (Parcel Number 251-29). This parcel was previously designated to be a single house lot, but due to ledge could not be developed. Robert Lacombe wishes to now donate this parcel to the Commission which will allow for another point of access to the Town owned Groton Woods Conservation Area. I would respectfully request that the Board vote to accept these donations at Monday's meeting.
6. The Police Chief will be in attendance at Monday's meeting to request that the Select Board, acting as Road Commissioners, vote to install no parking signs on High Street (turns into Powderhouse Road). When the First Parish Church has services, parking on High Street becomes problematic due to parking on both sides. This may limit the ability to get emergency vehicles to the Church if needed. Enclosed with this report is a map of the street and where the Chief is recommending no parking signs be installed.
7. I would respectfully request that the Select Board vote to issue a Common Victualler License to the NESSP Temple located on 99 Shirdi Way in Groton. The hours of operation would be from 8:00 a.m. to 8:30 p.m., seven days a week. They have filed the necessary documentation and payment for this license.
8. I have appointed Gail Charmers to the Emergency Response Committee, with a term to expire on June 30, 2019. I would respectfully request that the Board vote to ratify this appointment at Monday's meeting.
9. Attached to this report are the final drafts of the goals for the Select Board and Town Manager. I would respectfully request that the Board vote to officially approve these goals at Monday's meeting.
10. Enclosed with this report are the Fiscal Year 2019 Second Quarter Financial Report. I would like to spend some time at Monday's meeting reviewing this with the Board.
11. In light of the Budget Meeting held on Saturday, January 26, 2019 with the Finance Committee and Select Board, I have set aside time on Monday's Agenda to continue the review of the Proposed Fiscal Year 2020 Operating Budget.

MWH/rjb  
enclosures