



## TOWN OF GROTON

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## Select Board

Alison S. Manugian, *Chair*  
Joshua A. Degen, *Vice Chair*  
John F. Reilly, *Clerk*  
John R. Giger, *Member*  
Rebecca H. Pine, *Member*

### Town Manager

Mark W. Haddad

**To:** *Select Board*

**From:** *Mark W. Haddad – Town Manager*

**Subject:** *Weekly Report*

**Date:** *July 29, 2019*

1. With the exception of the Town Manager's Report and an update on the on-going issues list, there is nothing specifically scheduled on Monday's Agenda.
2. One of the Board's Calendar Year 2019 Goals is to "*Improve Effectiveness & Efficiency of Data Management & IT – Town Government*". To address this goal, a Committee of Department Heads have been meeting with various companies to determine if new software should be recommended for this purpose. They have completed their work and are ready to meet with the Select Board to discuss their findings and recommendations. Michael Chiasson, Patricia DuFresne, Michael Hartnett, Melisa Doig, Tom Orcutt, Lauren Crory and Hannah Moller will be in attendance at Monday's meeting. To help the Board prepare for the meeting, enclosed with this report is a summary prepared by Michael Chiasson for your review.
3. The Town has issued a bid for Bond Anticipation Notes for the following projects:

Library Roof:	\$1,131,041
DPW Building	\$4,620,250
New Fire Truck	<u>\$ 650,000</u>
Total	\$6,401,291

The bids were due on July 24, 2019. The Town received five bids from various investors. The low bid was received from BNY Mellon at a rate of 1.4%. It is the intention of the Town to permanently finance both the Library Roof and the DPW Building next spring when the projects are completed. We will pay off the Fire Truck over five years as previously proposed in the Capital Plan. Treasurer Mike Hartnett will be in attendance at Monday's meeting to answer questions from the Board and to seek the Board's approval and signatures on the BANs.

4. I have made the following appointments:

Frank Mastrangelo – Reserve Police Officer  
Steven Tully – Reserve Police Officer  
Various Town Police Departments as Special Police Officers (See attached list)  
Lori Brackett – Williams Barn Committee  
Donald Black – Old Burying Ground Committee

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.

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5. Another one of the Board's Annual Goals is to create a *Major Initiatives, Capital and Asset Committee (MICA)*. To that end, Select Board Member Degen and I have drafted the attached Charge for your review and approval. Once approved by the Board, we can advertise for the vacancies and make the appointments in September. This should be in plenty of time for this Committee to assist the Town Manager in preparing the FY 2021 Capital Plan. We can discuss this further at Monday's meeting.
6. At your last meeting, the Board voted to insert into the Warrant the proposed Bylaw to Promote Reusable Check-Out Bags and Ban Single-Use Plastic Check-Out Bags. As directed by the Board, we forwarded the proposed Bylaw to Town Counsel for his review and comments. Town Counsel has suggested that the Board consider using a Bylaw from another Town that has already been approved by the Attorney General to ensure its acceptance. To that end, he is proposing that the Board consider using the Bylaw approved by the Town of Mansfield instead of the draft approved by the Board. To help you make a decision on this matter, I have attached to this report both Bylaws for your consideration. We can discuss this in more detail at Monday's meeting.
7. The Town Clerk has provided me with the following request for the Board's consideration:

*"As you may remember from past years, each year a member of the Board of Registrars term expires. This year, Sally Hensley's term expires. The 4-member Board of Registrars may not have more than two members form one political party. The Town Clerk is a member of the Board by statute. The current makeup of the Board is:*

<i>Michael Bouchard</i>	<i>Unenrolled</i>	<i>Indefinite term</i>
<i>Jane Fry</i>	<i>Democrat</i>	<i>Term to expire 2020</i>
<i>Sally Hensley</i>	<i>Democrat</i>	<i>Term expired 2019</i>
<i>Dale Martin</i>	<i>Republican</i>	<i>Term expired 2018; serving until successor is qualified</i>

*The Town Committees, by statute, submit names to be considered as a Registrar. A request for submissions was The Democratic Town Committee has submitted Sally Hensley. The Republican Town Committee did not submit any name. I would like to request that the Select Board appoint Sally Hensley to the Board of Registrars for a term to expire June 30, 2022."*

I would respectfully request that the Board consider making this appointment at Monday's meeting

MWH/rjb  
enclosures