



## 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:** *November 18, 2019*

1. Please note that Monday's meeting will commence at 6:30 p.m. with an Executive Session for the Board to review, approve and consider the release of four Executive Session minutes from July 15, 2019, August 12, 2019, August 26, 2019, September 23, 2019 and October 7, 2019. Enclosed with this report (excluded from the publicly posted packet) are the minutes of that meeting, along with a list of all Executive Sessions and our recommendation on what to withhold and what to release to the public. In addition to the Town Manager's Report and an update on the on-going issues list, there is one item scheduled on Monday's Agenda. We have scheduled and advertised the Annual Tax Classification Public Hearing to set the Fiscal Year 2020 Tax Rate. Unfortunately, the Board of Assessors are not ready for the hearing. At the Meeting, I will be asking the Select Board to continue the public hearing to your December 9<sup>th</sup> meeting. Principal Assessor Jonathan Greeno will be in attendance at the meeting to discuss this in more detail with the Board.
2. When the Board conducted your annual reappointments in June, I purposely left the Finance Committee off the re-appointment schedule in anticipation of the Charter being approved, which contains a new appointment process for members of the Finance Committee. Since we are embarking on Budget Season and the Charter has not yet been approved, and there is a vacancy on the Committee, I am recommending that the Select Board consider making the appointments to the Finance Committee. To that end, I am recommending that David Manugian and Art Prest be re-appointed to three-year terms expiring on June 30, 2022 and that Mary Linskey be appointed to fill a vacancy on the Committee through June 30, 2020. Ms. Linskey has been interviewed by the Finance Committee and they are recommending her appointment. I have invited her to Monday's meeting to meet the Board. We can discuss all of this in more detail at Monday's meeting.
3. The Capital Planning Advisory Committee held their first meeting on November 12<sup>th</sup>. It was a very productive meeting. Steve Lane was elected Chair and they determined their work plan for the coming budget season. I would like to take some time at Monday's meeting going over their plans with the Select Board. In addition, I am recommending that the Board amend the Charge of the Committee to prohibit compensated Town officials from serving on the Committee. The Capital Planning Advisory Committee unanimously approved this change at their meeting. Enclosed with this report is the revised Charge for your review and consideration.
4. During your work session on November 7<sup>th</sup>, the Board reviewed the Response to Public Records Request Policy. You asked for feedback from the Town Clerk. I had previously sent the Board a copy of the revised policy with the Town Clerk's edits. Attached to this email is the final policy. I would ask the Board to consider adopting this revised policy at Monday's meeting.

MWH/rjb  
enclosures