



TOWN OF GROTON

173 Main Street
Groton, Massachusetts 01450-1237
Tel: (978) 448-1111
Fax: (978) 448-1115

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: *February 3, 2020*

1. Please note that Monday's meeting will begin at 6:30 p.m. with an Executive Session to discuss negotiations with non-union personnel. The regular meeting will commence at 7:00 p.m. 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. The Select Board will be meeting in joint session with the Park Commission to consider appointing Gail Chalmers to fill the vacancy on the Park Commission until the May Election. Ms. Chalmers was the only applicant and the Park Commission interviewed her last week.
2. Town Treasurer Michael Hartnett will be in attendance at Monday's meeting for the Board to sign the Bond and BAN for various Capital Projects that went out to bid last week. Nothing but good news on the results. Our AAA Bond Rating really made our bonds attractive to the various bidders. The Town did incredibly well for the permanent 20-year BOND and the 1-year BAN. The bid process for both was extremely active and competitive according to Brienne Susel, our Financial Advisor, consisting of twelve bidders for the Bond and six bidders for the BAN. The winning bid is as follows:

Piper Sandler & Co.
Bond: \$6,251,125
True Interest Cost 1.832%
Premium: \$501,692

DPW Garage: \$4,613,000 (excluded debt)
Library Roof: \$1,130,000 (excluded debt)
Fire Truck: \$508,125 (Not Excluded)

Given the substantial bond premium that Piper Sandler & Co. added to their bid, the Town will now be able to offset the remaining premium, after paying issuance costs, against the amount to be borrowed, which results in the bond issue being reduced for debt service purposes to \$5,835,000. A win-win result for the Town in all respects.

Continued on next page – Over >

2. Continued:

With regard to the BAN, the winning bid is as follows:

Oppenheimer & Co.
BAN: \$843,454
Net interest Cost: 1.41%
Premium: \$760

Safety Radios: \$424,112 (Not Excluded)
Highway Equipment: \$176,022 (Not Excluded- part of annual CAP Stab. Budget)
Whitney Well: \$243,320 (100% Water Enterprise ratepayer supported)

We can discuss all of this in more detail at Monday's meeting.

3. As directed by the Board at last week's meeting, I have set aside time on this week's Agenda for the Board to continue its discussion on how to fill the vacancy on the Affordable Housing Trust. In addition, the Board asked for a summary of duties for the various housing committees in Town that deal with Housing Issues, including the Housing Partnership, the Housing Authority and the Affordable Housing Trust. The following is a summary of their duties and responsibilities:

Housing Partnership

The members of the Housing Partnership:

- consider the housing needs of the Town
- encourage the production and creation of affordable housing

The Partnership works with private developers and the various Town boards involved in the permit process (including the Housing Authority) to evaluate proposals and make recommendations, primarily for first-time home buyers. The Partnership is a voluntary, not a mandated, program of the State.

Housing Authority

The Housing Authority, which was formed in 1982, has a central role in the Town's affordable housing policy. The Authority:

- identifies and addresses the need for affordable housing in Groton and develops policies and strategies to meet those needs
- is responsible for management policy and oversight of the Town's Elderly and Family Housing Programs
- negotiates with developers for affordable housing units in return for an increase in density of particular developments.
- may receive title to actual housing units, parcels of land, or cash in lieu of units, or land, from developers

Continued on next page – Over >

3. Continued:

In 1990, the Authority completed its first affordable housing complex, which it owns and operates. The complex consists of 20 units of elderly/disabled housing, developed through the Commonwealth's Chapter 667 Program, and 7 units of family housing through the Chapter 705 Program.

As of 1997, the Town offered the following additional affordable housing, built under various state and federal programs:

- 34 units of housing for the elderly/disabled on Willowdale Road, built under a HUD grant
- 24 one-, two-, and three-bedroom units (Winthrop Place) subsidized by the Federal Housing Authority (FHA)
- 8 of the 32-unit Brookfield Commons townhouses; these were purchased as condominiums by first-time buyers with low interest mortgages subsidized by the Massachusetts Housing Finance Agency (MHFA)

Lisa Larrabee is the Executive Director of the Housing Authority.

Affordable Housing Trust

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Groton for the benefit of low and moderate income households, earning up to 125% of area median income (AMI) as defined by the United States Department of Housing and Urban Development.

The Trustees shall have the following powers, which shall be carried out in accordance with and in furtherance of the provisions of M.G.L. Chapter 44, section 55C (Municipal Affordable Housing Trust Fund):

- 1) to accept and receive real property, personal property or money, by gift, grant, contribution, devise, or transfer from any person, firm, corporation or other public entity or organization including money, grants of funds or other property tendered to the Trust in connection with the provisions of any by-law or any General Law or Special Act of the Commonwealth or any other source including money from M.G.L Chapter 44B (Community Preservation);
- 2) to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Trustees deem advisable notwithstanding the length of any such lease or contract;
- 3) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trustees engage for the accomplishment of the purposes of the Trust;
- 4) to employ advisors and agents, including but not limited to accountants, appraisers and lawyers as the Trustees deem necessary;

Continued on next page – Over >

**Select Board
Weekly Report
February 10, 2020
page four**

3. **Continued:**

- 5) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trustees deem advisable, but not to exceed five percent (5%) of annually expendable Trust assets;
- 6) to borrow money on such terms and conditions and from such sources as the Trustees deem advisable, to mortgage and pledge Trust assets as collateral, up to 80% of the Trust's assets;
- 7) to compromise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of M.G.L. Chapter 44, section 55C, to continue to hold the same for such period of time as the Trustees may deem appropriate;
- 8) to manage or improve real property; and to abandon any property which the Trustees determine not worth retaining;
- 9) to hold all or part of the Trust property uninvested for such purposes and for such time as the Trustees may deem appropriate; and
- 10) to extend the time for payment of any obligation to the Trust.

We can discuss this in more detail at Monday's meeting.

4. The Invasive Species Committee is recommending that the Board appoint Jonathan Basch to the Committee. This appointment would be through June 30, 2020. I would respectfully request that the Board make this appointment at Monday's meeting.
5. Enclosed with this report is the draft revision of the Parks and Commons Policy. Select Board Member Pine and Park Commissioner Don Black have discussed and tentatively both agreed to this draft Policy. Mr. Black shared it with the Park Commission at their meeting last week, but would like to have the full Board vote on it, which will not happen until their next meeting in early March. I would ask the Board to review this policy and consider approving it at Monday's meeting so that the Park Commission can take action and finalize the Policy at their next meeting. Select Board Member Pine requested that I provide you with a list of Commons, Parks, and other town-owned properties prepared by the Conservation Commission for your information.
6. Also enclosed with this report is the Liaison Policy. Select Board Member Giger has suggested that the Board take the following action at Monday's meeting: (1) notify all boards, committees, commissions that the Policy for appointment of Select Board Members as Liaisons to various entities has changed; (2) provide each entity previously entitled to a Select Board liaison with a copy of the new Liaison Policy; (3) assigned Select Board members to the various entities entitled to have a Liaison under the new policy; and (4) notify the various entities entitled to have a Liaison under the new policy who their Select Board liaison is now. The new assignments would run from now until the next Town election. We can discuss this in more detail at Monday's meeting.

**Select Board
Weekly Report
February 10, 2020
page five**

7. Please see the following update to the Select Board's Meeting Schedule through the 2019 Spring Town Meeting:
- | | |
|-----------------------------|--|
| Monday, February 10, 2020 - | Already Posted |
| Monday, February 17, 2020 - | No Meeting – Presidents Day Holiday |
| Monday, February 24, 2020 | Review First Draft of Housing Production Plan Green Communities Grant Review and Project Discussion Consider First Right of Refusal on Hayes Property FY 21 Budget Update |
| Monday, March 2, 2020 - | Executive Session – Boynton Meadows Review of First Draft of 2020 Town Meeting Warrant Continue Review of Housing Production Plan FY 21 Budget Update |
| Monday, March 9, 2020 - | Continue Discussion on Future of CPA Continue Review of Draft 2020 Town Meeting Warrant FY 21 Budget Update |
| Monday, March 16, 2020 - | Public Hearing on the 2020 Town Meeting Warrant Articles |
| Monday, March 23, 2020 - | Follow-up on Town Meeting Warrant FY 21 Budget Update |
| Monday, March 30, 2020 - | Potential Work Shop – Town Manager's Review Policy |
| Monday, April 6, 2020 - | Finalize Town Meeting Warrant for Posting FY 21 Budget Update |
| Monday, April 13, 2020 - | Town Meeting Preparation Issuance of Annual Fuel Storage Licenses |
| Monday, April 20, 2020 - | No Meeting – Patriot's Day Holiday |
| Monday, April 27, 2020 - | 2020 Spring Town Meeting |
8. As is our practice during budget season, I have set aside time on the Agenda to update the Board on the FY 2021 Budget. I will provide the Board with any necessary update at the meeting.

MWH/rjb
enclosures