

PRESENT: Selectmen Joseph A. Sergi, Patrick J. McNabb, and Joseph Hallisey; Robert Hanson, Town Administrator; Peggy Mazzola, Administrative Assistant

The meeting was called to order at 7:00 PM.

APPROVE WARRANT/SIGN PURCHASE ORDERS: The Board signed the warrants. The Board reviewed a line item transfer for the Police Department. Following a brief discussion, and on a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to recommend a transfer of \$1,000 from Police Overtime to Police Communications.

The Board reviewed a line item transfer from the Police Department. Following a brief discussion, and on a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to recommend the transfer of \$4,700 from Police Department Wages to R & M HVAC.

PUBLIC COMMUNICATIONS:

APPOINTMENTS/RESIGNATIONS:

Item #1 – Joint Appointment – Housing Authority: Present were Housing Authority Members Jerri Bozicas, Kathy Harris, Bruce Campbell and Bob Russell. Mr. McNabb noted there was one letter of interest, from James Triehy, who was an original member of the Housing Authority. Mr. McNabb spoke with him, and he believes he will be a great addition to the group. On a motion by Mr. McNabb and seconded by Ms. Harris, it was unanimously voted to appoint James Triehy to the Housing Authority, term to expire at the April 2010 elections.

Item #2 – New Appointments; Reappointments: The board reviewed and acted on the following appointments:

On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to appoint the following, all with terms to expire 6/30/10 unless otherwise indicated:

Cultural Council: Sharon Tetreault, term to expire 6/30/2012.

Board of Public Works: John Dee III, term to expire 6/30/2011.

Special Police Officer – Groton: Gordon Candow

Emergency Planning Committee: John Marriner

Finance Committee: The Board reviewed five letters of interest/Citizen Activity Forms – from Dylan J. Collier, Michael Landino, Alan O. Leao, Jr., Holly Seiferth, and Melissa M. Tzanoudakis. Present were Mr. Leao and Mr. Landino, who briefly outlined their backgrounds and explained their reasons for requesting to be appointed to the Finance Committee. Following a brief discussion, and on a motion by Mr. Hallisey and seconded by Mr. McNabb, it was unanimously voted to appoint Mr. Leao, Ms. Seiferth and Mr. Landino (subject to his resignation from the Mill Site Study Committee), term to expire 6/30/11, and Ms. Tzanoudakis, term to expire 6/30/10, subject to her resignation from the Conservation Commission.

Personnel Board: Mr. Sergi will serve as the Selectmen's representative to the Personnel Board. The Board reviewed a citizen activity form from Lyndon Johnson and a letter from Judy Dalton, former at-large member, who is currently serving on the Town Administrator Search Committee. Following a brief discussion, and on a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to appoint Judy Dalton to the vacancy, subject to her resignation from the Town Administrator Search Committee.

IST Committee: David Pease.

Zoning Board of Appeals Associate Member: Bruce Roberts

Affordable Housing Committee: Nicholas Cate, Planning Board representative. Mr. McNabb will serve as the Selectmen's representative.

Communications Department: Tracey Rancourt, Dispatcher

ACTION ITEMS:

Item #1 – Discussion: with Elfie Parker, re: Covered Bridge Celebration in October: Present were Elfie Parker and Diane Cronin, representing the Women's Club, to discuss the "scenic outlook" at the covered bridge. Ms. Parker stated she will be talking to various groups regarding this park area, and they would like to get approval from the Board to close off the road on a Saturday afternoon or evening in October so that they can hold an old fashioned street dance and market for local business to sell their wares. On Sunday at noon the DAR will reenact Prudence Wright defending the bridge; following the reenactment, the Board of the Selectmen could officially open the bridge. Ms. Parker stated she will meet with the Pepperell Business Association tomorrow and will talk to the Police Chief.

Mr. Sergi remarked that he thought this would be a great idea, and the start of an annual community day in the Town. The Board needs to do its homework before it can give approval. Mr. Hanson stated the Board has the authority to close the street, but would need a date. Ms. Parker stated she has talked to Town Engineer/DPW Director Bob Lee about the scenic outlook project; he is the contact person with Fish & Wildlife. Ms. Cronin stated the DAR is co-funding the cost of the informational kiosk to be installed on the outlook, and they are getting an excellent response from the local businesses. Mr. Sergi remarked they don't have a lot of time to pull the event together, so they need to get all the particulars to the Board so we can move forward. Ms. Parker stated she will have a date for the Board tomorrow.

The Board thanked Ms. Parker and Ms. Cronin for attending the meeting.

Item #2 – Discussion: with Veterans' Service Officer, re: Army Community Covenant Meeting: Veterans' Service Officer Joe Mazzola distributed information to the board regarding the ACC Meeting he attended on Wednesday, July 1st at Devens. The ACC is a covenant to support the military troops in the area. Tony Saboliaskas also attended the meeting. The Town needs to come up with initiatives to support the troops, and should have a committee to support the ACC; the committee members would go out to establishments in town and solicit support for the program. The ACC will have two meetings per year, and each town would send one representative, who should be a Town official. This person would serve on the ACC board for one year. The Commanding Officer of Devens would serve as vice-chairman of the committee, and would only vote in the event of a tie. Mr. Mazzola noted there will be a change of command ceremony at Devens tomorrow, and the ACC may not be high on his priority list. The program is geared toward families of military personnel currently deployed. They will have a website with listings of each community in the covenant, and businesses that are supporting the program. Before the Town signs on, it should form a committee and solicit community support. Businesses that support the program will be provided with a window sticker. The Town can also get the schools involved. Mr. Mazzola would be willing to assist, but the committee should be comprised of people who have ties to the community.

Mr. Sergi stated he would like to get feedback from other towns to see what they're doing. Reporter Don Eriksson suggested someone speak to Jim Fay in Ayer, who is very involved in the covenant.

Steve Themelis stated he would be willing to liaison with businesses, and Mr. Saboliaskas told him he would be the community liaison.

Mr. McNabb stated he would like to get a better idea of what other towns are doing, and asked if Mr. Mazzola and Mr. Themelis could gather this information and report back to the Board in a few weeks. Mr. Themelis and Mr. Mazzola will work together and get back to the Board.

The Board thanked Mr. Mazzola and Mr. Themelis for attending the meeting.

Item #3 – Discussion: Proposed LIP, with A. Patnaude: Atty. Ray Lyons and Al Patnaude were present to discuss the proposed LIP project off Leighton Street. Atty. Lyons prepared a Memorandum of Understanding, and is seeking the Board's support for the project. Mr. Hanson stated that the Board and Mr. Patnaude are just now seeing responses to the MOU for the first time this evening, and noted that no one has had time to digest this new information.

Mr. Sergi stated he is getting the sense that more work has to be done to get to the point where the Board can support the project. Given the lengthy responses received from Town departments, he felt the MOU is premature. Atty. Lyons remarked the MOU is simply the first stage, and the details can be worked out with the Zoning Board of Appeals. Mr. Hanson stated that the issues addressed in the department responses relate directly to items in the MOU, and the Town boards are not happy with the applicant's response to issues previously brought to light; in fact, the applicant's reply didn't respond to their concerns. There is a great deal of distress relative to the recent change from a private to a public roadway, and this is not sitting well with the DPW. Atty. Lyons stated that after meeting with the various boards it made more sense for this to be a public road. Now the departments have new concerns, and Atty. Lyons wondered how long this would drag on. The MOU is just one step in the process, and the applicant would like to complete this step so he can move on.

Mr. McNabb suggested that rather than waste time, we should give the boards until the end of the week to communicate any further concerns regarding the MOU, and forward them to Mr. Patnaude.

Mr. Hanson remarked that the major issue concerns the public/private road, and is a legitimate reason to go back to the boards; if the applicant is going to make significant changes to the plan, he must allow time for the Town to respond. Mr. Patnaude stated the change was made based on board comments; he adjusted the plan based on their input, and it doesn't make sense to change the plan again. He needs clear direction as to how the Town wants him to go.

Mr. Sergi stated there was a belief that the Board was going to act on the MOU tonight, but the departments hit panic mode when they saw the MOU. Mr. Hanson remarked that if the roads were not dead-ends the DPW might have a different mindset.

Atty. Lyons stated the road must be approved by Town Meeting. He would like to look at the comments and make sense of them, and come back to the Board with their thinking. If he can get all the board comments by the end of the week, then he can respond back in two weeks.

Mr. Hanson stated he didn't believe it was necessary to have the items under #1 of the MOU included in the document. Mr. Lyons stated the advantage to doing this is that it memorializes what the Town wanted, and lays the groundwork for how the project lays out and sets expectations for the Zoning Board of Appeals. Mr. Hanson stated that Item #6 is not within the purview of the Board of Selectmen. Atty. Lyons stated that this, again, sets expectations. Mr. Sergi stated he agrees with Mr. Hanson regarding the MOU; the Board can not usurp another board's authority. Mr. Sergi remarked that it appears that both the Board and the applicant are in agreement that we need time to digest, and a deadline should be set for additional comments. Mr. McNabb stated if the plan is changed back to a

private road, many of the new comments will be irrelevant. Mr. Hanson remarked the comments received today go beyond the town road issue.

The Board agreed to set a deadline for the end of business on Monday for additional comments.

Item #4 – Discussion: Mill Market Analysis, with Dick Stoltz, Bartram & Cochran: This agenda item was table as Mr. Stoltz was unable to attend the meeting due to a family emergency.

Mr. Sergi commented that he spoke with Mike Mitchell at Mass. Development, and they support the Mill Site Development Analysis proposal from VHB based on their qualifications and past projects. On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to move forward with the Mill Site Development Analysis project with VHB.

OLD/NEW BUSINESS:

Item #1 – Discussion: Town Administrator Search Committee Report & Recommendations: Mr. McNabb introduced members of the search committee – Vice Chair Judy Dalton, Sharon Mercurio, Richard Potts and Michael Hartnett. Mr. McNabb reviewed the search committee's final report, and announced the search committee is recommending the following finalists: Charles Blanchard from Paxton, Kyle Keady from Shirley and Richard Kwiatkowski from Orange.

Mr. Sergi thanked the committee for their hard work and specifically Mr. McNabb for the time and effort he put into the committee on top of his Selectmen's duties.

Mr. Sergi suggested that we bring in citizens and department heads to participate in the interview process. Mr. Hanson remarked this is an unnecessary step since the Board appointed the screening committee to make a recommendation to the Board. Mr. McNabb stated he would not be in favor of including citizens and department heads in the process, and would prefer to keep this step at the Board level. Ms. Dalton remarked the Board already has feedback from citizens by way of the search committee. Mr. Sergi stated it would be nice to watch and observe how the candidates respond and interact with citizens and department heads, but he understands if the Board is comfortable keeping it at the Board level.

The Board agreed to schedule interviews either the week of July 20th or the week of July 27th, Tuesday through Thursday PM, at 7 PM, and to have all the interviews conducted in the same week.

Item #2 – Discussion: Response from Knights of Columbus re: Entertainment License Application/Incidents: The Board reviewed correspondence from the Knights of Columbus in response to concerns addressed in a memo from the Police Chief dated March 12, 2009. Mr. Hanson stated the K of C is saying the incidents didn't happen the way the Chief said they did. Mr. Sergi requested that a copy of the K of C's correspondence be forwarded to the Chief; if he has no further concerns then no action is required.

Item #3 – Any other Old/New Business: Mr. Sergi asked for a status report on the Finance team. Mr. Hanson stated they will meet quarterly. Mr. Sergi asked if it is possible to see a report from the Town Accountant showing budget to actual expenses. Mr. Hanson stated this is provided to the department heads; he will get a copy for the Board. Mr. McNabb suggested the Finance team should meet more than just quarterly. Mr. Hanson stated they would meet more frequently during the budget season. Mr. Sergi asked that the team be scheduled in for the next regular board meeting.

Mr. Sergi asked for feedback on a proposed Efficiency Committee. Mr. Hanson stated the Finance Committee wants no part of this, as it is superfluous and pointless; either the FinCom is allowed to do their job or they're not. Mr. Sergi suggested that Mr. Hallisey work with the Finance Committee to

research comparable data to bring back to the Board. Mr. McNabb stated he wants to start looking into the budget right now.

Mr. McNabb stated he received an e-mail regarding leasing town-owned land. Mr. Hanson stated this is a procurement issue, and he will take care of it. The property in question is currently under license to a farmer.

Mr. McNabb stated he was watching a Groton Selectmen's meeting, and asked if we want to reach out to our neighbors to discuss proposed shared services/joint staffing. Mr. Sergi stated Mr. Hallisey has been assigned to look at these issues. Mr. McNabb suggested an e-mail should be sent to neighboring towns. Mr. Sergi stated we should look at joint services if this is a viable option, but he doesn't want to set us up for mistrust with the departments; he suggested that Mr. Hallisey meet with the FinCom and discuss this item. Mr. McNabb asked if this is the FinCom's job, and suggested the Board should be reaching out to other towns. Mr. Hanson suggested that a member of the Board attend the next department head meeting on August 5th at 10:30 AM.

Eric Smith commented that he understands the Town received an additional \$100,000 in State Aid. Mr. Hanson stated that figure was \$97,000. In addition, there was \$29,000 in budget reductions and the money that will be returned that was earmarked for 1/12 budgets for the senior center, library and community center. Mr. Smith stated the Town also received \$196,000 from FEMA. Mr. Hanson stated that will go toward expenses already incurred in the FY 09 budget and this is not "found" money. Mr. Smith stated he asked the Town Accountant today for an estimate on Free Cash, and was told this would not be available until August. Mr. Hanson stated that until the books are closed, we won't know what departments have spent or have encumbered.

ADJOURNMENT: On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to adjourn at 10:12 PM.

Respectfully submitted,

Peggy Mazzola, Administrative Assistant

APPROVED:

Joseph A. Sergi, Chairman

Patrick J. McNabb, Clerk

Joseph Hallisey