

# TOWN OF GROTON FINANCE COMMITTEE

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*Monday, April 11<sup>th</sup>, 2016, Selectmen's Meeting Rm*

*Groton Town Hall, 173 Main St. Groton, MA, 6:00 p.m.*

*Meeting held jointly with the Board of Selectmen*

**Present for Finance Committee:** G. Green (Chair), Art Prest, R. Hargraves (Vice Chair), D. Manugian, B. Robertson, B. Pease, P. DuFresne (Town Accountant, Recording)

**Present for the Board of Selectmen:** J. Degen, A. Eliot, J. Petropoulos (Chair), and S. Schulman

**Absent:** P. Cunningham (BOS), M. Bacon (FinCom)

**Also Present:** M. Haddad (Town Manager), D. Dunbar (Executive Assistant), S. Campbell (General Manager Country Club), T. Orcutt (Water Superintendent), J. Gmeiner (Water/Sewer Commissioner), S. Horowitz (Board of Health), A. Woodle (Groton Lakes Association), J. McCaffrey (Groton Water Commission), J. Luening (Great Pond Advisory Committee), Members of the Press, Members of the Public,

**Documents available at the meeting:** Draft Town Meeting Motions  
Line Item Transfer Request – DPW Director Memo  
Public Safety Boat Cost Est. /Supporting Letters  
Baddacook Pond Weed Control Documentation  
Country Club Year to Date Revenue Analysis

*Mr. Green called the meeting of the Finance Committee to order at 6:00 pm.*

*Mr. Petropoulos called the meeting of the Board of Selectmen to order at 6:00 pm.*

Mr. Petropoulos read the meeting agenda and announcements. Mr. Haddad read a memo from the Police Chief prohibiting ATV operations on conservation land. Ms. Eliot announced upcoming office hours and reminded residents of the upcoming Artist Reception at the Library. Ms. Gilbert (APEX member) mentioned that babysitting services would be offered at the Twomey Center during Town Meeting.

The appointment of Ms. Ashley Doucette as the new Production Assistant to the Cable Enterprise was ratified by the BOS effective 4/12/16. (The Vote: 4-0-0)

The appointment of Ms. Vyctoria Pantano as the new Payroll Coordinator was ratified by the BOS to take effect upon her start date in approximately two weeks. (The Vote: 4-0-0)

Baddacook Pond Weed Control Pilot –Mr. Haddad explained that the GPAC, GLA and Water Enterprise Commissioners have agreed on a plan to potentially resolve the weed problem in Baddacook Pond. Aquatic Vision, LLC has proposed to utilize harvesting and diver hand-pulling of invasive aquatic weeds on a small section of the pond to determine the viability of the plan. If this effort proves successful, a formal

funding request will be submitted to the CPC during next year's application cycle to clear the remainder of the pond. The feasibility study will cost approximately \$20,000 of which \$4,000 will be paid by the Water Enterprise, and \$2,000 by the GPAC. Mr. Haddad said that he feels this is a great opportunity to solve a long-running problem, and is excited by the cooperation it is fostering among the boards and committees involved. (This discussion was tabled until after the 6:15 Affordable Housing Trust report).

Mr. Haddad informed the board members that all BOS executive session minutes that are eligible for release have at this point been approved and released. Mr. Petropoulos noted that the BOS will be required to periodically review this list, and may choose to assign this duty to Town Counsel. He asked Mr. Haddad to assign a status code for each set of minutes that remain on the list to indicate whether they are never to be released or to be reviewed and released when appropriate.

Affordable Housing Trust Report – Mr. Degen and Mr. France presented an update on the Mount Laurel construction project on Main Street (converting the Kilbridge building for housing and commercial use). The Town of Groton created the Affordable Housing Trust in 2008 as an alternative to 40b housing. \$400,000 of CPC Housing Reserve funds were committed to this project by the Town (as 1/3 investors). Mr. France said that the project is about 45% sold, and 55% constructed. \$5.4 million in real estate sales have been logged thus far, \$158,000 paid in fees and taxes to the Town of Groton, and \$108,000 has been generated in potential annual tax revenue. In reply to a question from Ms. Eliot, Mr. France said that none of the affordable units has been sold yet. Ms. Eliot asked about implementation of the return on investment. Mr. Degen explained that a full accounting will be accomplished at the end of the project as the ROI will be based on final profits. Mr. Petropoulos inquired about the pace of sales. Mr. France replied that sales had been steady until inventory ran out. Now there is one unit under agreement and another under reservation. Mr. France hopes that all remaining units will be under agreement by the end of the summer. The group briefly discussed the asking prices for each unit type. Mr. Degen added that \$12,000 originally given to Mount Laurel to hold in escrow against litigation has been returned and is earning interest. Additionally, the Squannacook Hills 40b project has paid mitigation funds to Groton in the amount of \$47,450 to date. These funds can be used for future AHT needs, though no new projects will be undertaken until the Mount Laurel Development has closed out. Mr. Petropoulos asked about future direction for the AHT. Mr. Degen replied that updates should be sought for the antiquated 40b law. He feels there is merit in structuring the requirements based on community size (for instance) that would make the law less controversial. Mr. Hargraves asked when the Town could expect to see a return on the investment it made in the Mount Laurel development. Mr. France replied that as the amount will be tied to the sales of the final units, it is not possible to estimate a date by which the final accounting will be accomplished. Mr. Hargraves said that he understands this, but reminded Mr. France that as this is the taxpayers' investment and as the Town is currently struggling with financial concerns, it would be useful to have an estimated timeline for that ROI. Mr. France reiterated his position that everything is dependent on sales at this point, and it is impossible to provide an accurate estimate. Ms. Stanley presented information relative to the status of Groton's housing inventory. She said that the state goal (10% of housing stock should be affordable) is difficult to reach in Groton which produces mostly ownership units. There are several new moderate income units that will be available in Boynton Meadows, Academy Hill and Monarch Path. Ms. Eliot added that the Town through the Planning Board has been earnestly working towards meeting the state's goal. Mr. Schulman noted that the eligibility requirements for affordable units are extremely restrictive. Mr. Degen mentioned the success that Rocky Hill has had in offering

starter homes and over-55 housing components. He went on to say that it will be difficult to reach the goal of housing diversity through conventional housing development alone.

Baddacook Pond Weed Control Pilot – Mr. Degen suggested that this study be funded with free cash. Mr. Haddad replied that the request was made after the Town Meeting warrant had closed. A line item transfer will permit the Town to begin the pilot this spring, without additional tax impact. Mr. Degen said that he approves of this approach and was glad to see a solution that did not involve using chemicals. He asked whether other communities had seen success using this plan. Mr. Luening said that similar projects have been undertaken for over 20 years, but the plan adopted for Groton is unique in that it will employ a specially modified harvester. Should this pilot be successful, a CPC funding application for the remaining project balance (\$80,000) would be submitted during the next cycle. Mr. McCaffrey informed the group that the Groton Water Commissioners were unanimously in favor of this pilot. Ms. Eliot asked where the harvested material will be disposed of. Mr. Haddad said that the DPW will truck it to a mulch site. Mr. Schulman said that he was pleased that the weed problem was closer to being resolved. Mr. Pease asked why the pilot was not being funded through CPC as well. Mr. Haddad replied that the application cycle was closed for this year. Mr. Petropoulos said he was disappointed and angry to see this proposal being brought forward when the school district is in need of so much financial support. He does not feel that this is a priority need, and should wait for the next CPC cycle. He is not convinced that there is a benefit to the water rate-payers; the only clear benefit is to those few residents who live on the pond. He is against this project, and would instead prefer to assess the problem and charge the solution to those who stand to benefit. Mr. Haddad explained that he is only bringing this forward as a viable option. The surplus balance in the dispatch wage line gives the Town the opportunity to accomplish something worthwhile without impacting the tax rate. He emphasized that it is entirely up to the BOS whether they want to move ahead with the pilot. Mr. Robertson said that the budget has been very carefully analyzed in terms of distinguishing “needs” from “nice to haves” and most of the new spending proposals were cut immediately. If this initiative had been presented as part of the FY17 budget, it probably would have been cut as well. Mr. Gmeiner argued that it is disingenuous to consider this a new issue as this is an ongoing conflict which is finally approaching resolution. The Water Commissioners as well as GPAC (an advisory committee to the BOS) have both worked hard to get to this point and believe this is worthy of consideration. Mr. Art Prest confirmed that GPAC has worked on this for 4 or 5 years and he has repeatedly been disappointed in the BOS response to this issue. Mr. Val Prest explained that Baddacook is part of the supply for the town’s drinking water. The weeds are growing bigger and as they die, they putrefy causing contamination that will have to be dealt with at a much greater cost if the Town delays. Mr. Orcutt clarified that the well does recharge somewhat from the pond, though the larger source is upstream. Mr. Luening opined that the Town is not as good at maintaining its natural resources as it is at acquiring them; this pond has been neglected for many years and will become a public safety issue. Ms. Horowitz spoke up saying she was as angry as Mr. Petropoulos that a potential resolution for maintaining this important watershed was being rejected by him. She reminded the board of the various public safety issues involved (reservoir contamination, insect-borne diseases, swimming risks). She urged the Selectmen to take advantage of the current departmental consensus on this project to move forward before the problem worsens. Mr. Woodle agreed saying that Baddacook Pond acts as an insurance policy reservoir for the Town; losing this resource puts the Town’s drinking water system at risk in the event of a drought or other emergency. Mr. Degen replied that he understands the frustration being expressed by those who have worked to bring this plan forward, however, he would have preferred to budget separately for this issue using the available grant funding. Mr. Haddad said that the Town cannot budget

grant revenue before it has been awarded. Mr. Degen felt that unexpended appropriations should be returned to free cash rather than used to fund other initiatives that come up during the year. Mr. Pease said he concurred with Mr. Robertson and Mr. Petropoulos; he feels that the weeds should be addressed, but he is reluctant to fund this through use of a line item transfer. Ms. Francoise Forbes spoke as a resident of the Baddacook Pond area saying that her neighborhood pays 45% higher taxes for water front property that is quickly becoming swamp. Mr. Art Prest interjected saying that he can no longer tolerate the debate this issue has generated and offered to personally pay the \$14,000 to put an end to it.

BOH Mosquito Trap Request – Mr. Haddad explained that the Board of Health would like to perform mosquito trap monitoring this season, but missed the article submission deadline for the Town Meeting warrant. Therefore the proposal would fund \$14,950 as an FY16 line item transfer. Ms. Horowitz said that a new company is offering a surveillance program as part of a plan to tap the market in Massachusetts. They will check mosquito pools and identify what sorts of issues Groton has in various parts of town. She stressed that this is important information for the Board of Health. Mr. Degen said that he cannot support this because it was submitted past the warrant deadline and because Town Meeting withdrew support for a mosquito control program last year. Mr. Schulman and Ms. Eliot said they would be more interested in developing a program to address the tick problem. Ms. Horowitz replied that this company could identify ticks for an additional fee if that service were requested. Mr. Schulman said that rather than launching into a last minute mosquito effort, he would prefer that the BOH take some time to create a comprehensive tick control program. Mr. Petropoulos wondered why the Town should spend money to do mosquito testing now, when previously funds had been approved for spraying. Ms. Horowitz clarified that the previously approved control effort was not primarily about spraying; the BOH does not support blanket spraying. She reiterated that the BOH is very interested in gaining a full understanding of the nature of the mosquito problem in Groton.

Article Assignments at Town Meeting – The BOS accepted the article assignments as drafted by the Town Manager with the exception of Article 23 (Non-Binding Resolution on Pipeline Intervener Status). Mr. Petropoulos will move that article rather than Mr. Degen.

Article 11 (Current Line Item Transfers) – Based on their earlier discussion, the BOS voted to disallow a line item transfer in FY16 in the amount of \$14,950 requested by the BOH for mosquito monitoring. Also, the Baddacook Pond Study funding of \$14,000 was removed as it will be privately funded.

Police Salary/Wage Request – Mr. Haddad explained that the Police Chief is requesting \$14,465 to supplement the salary budget for FY16. This is due to a Quinn Bill payment that was under-budgeted as well as health insurance opt out pay and a uniform allowance that were also missed. Mr. Robertson asked whether these items had been updated to the FY17 budget proposal. Mr. Haddad said that the FY17 budget is correct. The BOS agreed to support the salary transfer of \$14,465. Ms. Dufresne summarized the request for \$26,815 for the FY16 Police wage line. In addition to upcoming events through the end of the year: extended sick leave caused overtime expenses of \$6,608, security for a Four Star General at the Groton School cost \$838, a rate adjustment for an officer who completed his academy training cost \$3,618, overtime expenses for the School Resource Officer cost \$5,901, and DARE officer time has cost \$2,137. Mr. Petropoulos expressed frustration that the Police budget must be supplemented year after year. He asked Mr. Haddad to discover why the Groton School did not pay for the security for the visiting General. Mr. Schulman argued that Department Heads must be allowed to make decisions when they

feel it is in the best interests of the Town, and sometimes those decisions will have an associated cost. Ms. Eliot agreed that a visiting Four Star General has provided sufficient service to the country to justify the Town spending \$800 on security. Mr. Haddad reminded the board that the Police budget was not supplemented last year, however, this year there have been unforeseen items (including a brand new SRO position and unusually heavy sick time). He remains convinced that the Police Department and its administrative personnel are doing a commendable job managing the budget. Mr. Robertson noted that the high budgetary run rate compared to last year was identified on the last quarterly report. Mr. Green felt that the SRO provides a tremendous increase to district services; perhaps the schools could pay for details given the Town's financial situation. Mr. Hargraves would like to be sure that the SRO is not performing tasks that should be assigned to school district staff. Mr. Haddad said he would get an answer to that question. Ms. Gilbert said that she has seen teachers doing a great deal of bus patrol and directing traffic at dismissal time. Mr. Pease asked about FY17 overtime budgeted to the Police Department. Mr. Haddad replied that while the overtime expenses were increased somewhat, it will be necessary to take a second look at the SRO position now that the true costs are becoming known. Mr. Schulman and Ms. Eliot supported the transfer of \$26,815 to Police Wages. Mr. Degen deferred his opinion, and Mr. Petropoulos would like to know the Chief's plan for managing the budget for the balance of the year.

Fire Wage Transfer Request – Mr. Haddad informed the board that several of the full-time firefighters have been out due to injuries they received while on duty. The Fire Chief can fill some of the shifts himself, but that budget will need \$30,000 to meet spending needs through the end of FY16. Ms. Dufresne explained that 111f reserves of \$12,193 that were encumbered and unspent from FY15 may be repurposed at Town Meeting to offset this need. Mr. Green asked whether any other disability funding was available. Mr. Haddad replied that the Town decided several years ago to budget only \$25,000 (in 111f reserves) for medical expenses. This decision was made to save money and mostly this has worked to the Town's advantage. On occasion wages must be covered as well. Medical expenses beyond \$25,000 would be paid by the insurance carrier. The BOS supported transferring \$30,000 to FY16 Fire Wages.

DPW Expense Transfer Request – Mr. Haddad read a memo from the DPW Director requesting to be allowed to transfer \$10,000 surplus Highway wages to Highway expenses primarily to replace a mower. Mr. Degen said he had spoken to Mr. Delaney, and while he does not approve of funding this with a line item transfer, he understands the need to have reliable equipment on hand for the summer months. He confirmed that the proposed mower could have a life expectancy of 5 years depending on usage. Mr. Petropoulos would rather that this expenditure be made in FY17 as was originally planned. Mr. Haddad argued for addressing the need now given that the funding is available. Mr. Schulman suggested that FY17 DPW minor capital could be reduced by \$10,000. Mr. Haddad felt that the DPW was budgeted very strictly for FY17, and this small cushion would be useful for accomplishing minor projects within the given appropriation. Mr. Schulman believes that the DPW Director should be able to alter the way he chooses to spend his budget as priorities change during the fiscal year. He stressed that this is how budgets are supposed to work. Mr. Manugian said he would support this transfer; the right equipment purchase can provide efficiencies that will end up saving money on wages. Mr. Degen, Ms. Eliot and Mr. Schulman supported this request. Mr. Petropoulos does not support it.

Country Club Transfer Request - Ms. Dufresne explained that \$6,884 of the wage transfer requested by the Country Club for FY16 is due to an FY15 year-end posting error in which two cells on an excel spreadsheet were switched, leading to a larger amount certified to FY15 Free Cash in September, while

FY16 was over-expended by the same amount. Mr. Campbell described the decision to increase the evening hours for the club, which resulted in additional wages of \$3,800 but brought in considerably more than that in revenue. He is projecting revenue increases of at least \$20,000 due to an aggressive membership drive. Mr. Haddad noted that the year over year tax subsidy paid to support Club operations has decreased significantly due to the changes made to the business model over the last two years. Mr. Campbell went on to explain that the increase of \$5,038 needed for FY16 expenses is due to inventory needs related to customer special orders, which is more than offset by sales revenue. Mr. Pease noted that this discussion is only taking place because the Club is not operated as an Enterprise Fund. Mr. Haddad agreed saying that once the Country Club is consistently making money, it should be re-organized as an Enterprise Fund. The BOS unanimously supported the proposed transfers for the Country Club (a total of \$18,808 in wages & expenses).

Prior Year Bills – Mr. Delaney explained that Sprague energy had submitted its request for \$8,805 to pay for gas delivery during the period when the meter at the Public Safety Building was broken. National Grid was underpaid due to the same issue and is expected to submit a final request this week for approximately \$5,200. These two obligations along with the Norel Service invoice for Dispatch in the amount of \$1,025 bring this article to \$15,030.

Library Retaining Wall Repair – Mr. Haddad suggested that this discussion be deferred as new information is currently being discussed by the Library Trustees and the DPW Director. Mr. Degen said that he sees no merit in repairing a wall that is so deeply damaged. He suggested that the DPW Director build a new wall similar to the one constructed at the Country Club last year. This will save engineering money and should reduce the overall cost. Mr. Petropoulos asked whether it was urgent that this project be undertaken immediately. Mr. Degen said it was impossible to know whether the wall would collapse tomorrow or in ten years; however, if he was an abutter he would be concerned. Positions were not taken on this article as a new cost estimate must be generated.

Public Safety Boat Capital Purchase – Mr. Haddad informed the board that Chief Palma has withdrawn his request for a police patrol boat. The proposed purchase is now for a Fire Rescue boat estimated to cost \$16,000; this will be funded from Ambulance receipts. Mr. Degen believes that this is a good compromise as the Fire Department has the greater need, but the Police Department will still have access to the boat when necessary. Mr. Petropoulos described the boat saying it would have inflatable pontoons and would be capable of holding ten people. Mr. Green mentioned that it could be used for fighting fires when the best access to a shore fire is from across a body of water. He added that he remains concerned that the firefighters may not be adequately trained in both flat water and swift water rescue. This should be resolved, but he is willing to support the investment at this time. Mr. Prest added that the Police Chief had expressed his willingness to use the Fire Rescue boat on an as-needed basis; this should be sufficient to meet some of the law enforcement needs on Lost Lake. Mr. Degen, Mr. Schulman and Mr. Petropoulos supported this purchase, and Ms. Eliot abstained.

*At this point in the meeting (8:40 p.m.), the Finance Committee relocated to the 1<sup>st</sup> Floor Conference Room to take positions on warrant articles and to conduct other business. Mr. Manugian left the meeting at this time.*

Article 6.02: Public Safety Boat - The members discussed the amendments to this article made by the BOS: a single Fire Rescue boat will be purchased at a cost not to exceed \$16,000. Three of the four members who had previously deferred taking a position on this item (Mr. Green, Mr. Robertson, and Mr. Pease) all indicated that they were now willing to recommend the Capital Purchase as amended to Town Meeting.

Article 11: Line Item Transfers - The members briefly discussed the amendments to this article made by the BOS: removal of the Board of Health mosquito trap funding (\$14,950) and removal of the Baddacook Pond Weed Control Pilot funding (\$14,000).

**On a motion by Mr. Robertson, seconded by Mr. Pease, the Finance Committee voted unanimously to recommend Article 11 as amended to Town Meeting.**

BOS Agenda Scheduling - Mr. Hargraves expressed frustration that the Finance Committee cannot be given a more specific time during which they need to be in attendance at BOS meetings. Mr. Green agreed that it might be more efficient for the Finance Committee to schedule its own meetings in future rather than attempting to meet jointly with the BOS.

Meeting Minutes – On a motion by Mr. Pease, seconded by Mr. Robertson, the Finance Committee voted in the majority to approve the meeting minutes of 3/29/16 as drafted. The Vote: 4-0-1 (Mr. Hargraves abstained as he was not present on 3/29).

Open Meeting Law – Mr. Green reminded the members that if they are participating in an online discussion, it is not appropriate to copy other FinCom members as that may violate Open Meeting Law. This is especially true if the message contains a member's personal opinion on a matter relevant to the Finance Committee. He urged the group to exercise caution and to contact the Chairman to schedule an open meeting if an issue comes up about which a member would like to have a discussion or debate.

School Resource Officer Overtime – Mr. Hargraves would like additional information regarding the daily activities of the SRO. He is concerned about the overtime expense and worries that the schools may be abusing her presence on site to relieve faculty members of bus patrol duties, etc. Mr. Green agreed but added that since the exact nature of the overtime requests from the schools is not yet known, the FinCom will have to reserve judgement for now. Mr. Robertson noted that the SRO position was sold to the Town as a way to help control Police overtime. The members briefly discussed the nature of the legal requirement to fill an SRO position. Mr. Hargraves added that it was inappropriate for the Groton School to charge the Town for security related to a recent visit by a 4-star general. Mr. Green felt it would be useful to request the Police Chief's opinion on this matter as well.

*Mr. Green officially adjourned the meeting of the Finance Committee at 9:00 p.m.*

Respectfully submitted,

Patricia Dufresne, Recording Secretary

**SPRING TOWN MEETING  
MOTIONS  
APRIL 25, 2016**

**ARTICLE 1: HEAR REPORTS**

**Mover: John Petropoulos**

**MOTION:** I move that the Town vote to hear and receive the report of the Board of Selectmen and other Town Officers and Committees.

**Quantum of Town Meeting Vote: Majority**

**Scheduled to Give Reports:**      **Municipal Building Committee for Prescott School  
Affordable Housing Trust  
Charter Review Committee**

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**ARTICLE 2: ELECTED OFFICIALS' COMPENSATION**

**Mover: John Petropoulos**

**MOTION:** I move that the Town vote to allow the following compensation for the following elected officials:

Town Clerk	\$ 77,556
Town Moderator	\$ 65

for the ensuing year.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to amend and adopt for Fiscal Year 2017 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2016 Spring Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 4: FISCAL YEAR 2017 ANNUAL OPERATING BUDGET**

**MOTION 1: GENERAL GOVERNMENT**

**Mover: Gary Green**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,901,549 for General Government as represented by lines 1000 through 1182 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 2: LAND USE DEPARTMENTS**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$425,575 for Land Use Departments as represented by lines 1200 through 1281 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 3: PROTECTION OF PERSONS & PROPERTY**

**Mover: Robert Hargraves**

**MOTION:** I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$225,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$3,444,831 for a total of \$3,669,831 for Protection of Persons and Property as represented by lines 1300 through 1372 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 4: SCHOOLS**

**Mover: Bud Robertson**

**a.) Nashoba Valley Regional Technical High School**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$570,080 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

**Quantum of Town Meeting Vote: Majority**

**b.) Groton Dunstable Regional School District**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$21,303,717 for the Groton Dunstable Regional School District as represented by Lines 1410 through 1413 in the Budget.

**Quantum of Town Meeting Vote: Majority**

**MOTION 5: DEPARTMENT OF PUBLIC WORKS**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$2,142,673 for the Department of Public Works as represented by lines 1500 through 1561 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 6: LIBRARY AND CITIZEN'S SERVICES**

**Mover: Bud Robertson**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,583,834 for Library and Citizen's Services as represented by lines 1600 through 1703 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 7: DEBT SERVICE**

**Mover: Barry Pease**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,282,713 for Debt Service as represented by lines 2000 through 2007 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 8: EMPLOYEE BENEFITS**

**Mover: Barry Pease**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$3,617,512 for Employee Benefits as represented by lines 3000 through 3012 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 9: WATER ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to appropriate from Water Rates and Fees the sum of \$1,024,851 to the Water Enterprise Fund for FY 2017 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**MOTION 10: SEWER ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$51,252 and to appropriate from Sewer Rates and Fees the sum of \$647,024 for a total of \$698,276 to the Sewer Enterprise Fund for FY 2017 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**MOTION 11: LOCAL ACCESS CABLE ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to appropriate from Local Access Cable Fees the sum of \$230,779 to the Local Access Cable Enterprise Fund for FY 2017 to defray all operating expenses and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**MOTION 12: ELECTRIC LIGHT**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to appropriate the income from the sale of electricity to private consumers or for electricity supplied to municipal buildings or from municipal power and from the sale of jobbing during Fiscal 2017 for the Groton Electric Light Department; the whole to be expended by the Manager of that department under the direction and control of the Board of Electric Light Commissioners for the expenses of the ensuing fiscal year as defined in Section 57 of Chapter 164 of the General Laws of the Commonwealth. The total fund to be appropriated is -0-.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 5: APPROPRIATE FUNDING FOR OPEB TRUST**

**Mover: John Petropoulos**

**MOTION:** I move that the Town vote to transfer the sum of \$200,000 from Line Item 3010 "Health Insurance/Employee Expenses" of the Fiscal Year 2017 Town Operating Budget adopted under Article 4 of the 2016 Spring Town Meeting, to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 6: FISCAL YEAR 2017 CAPITAL BUDGET****Mover: Joshua Degen**

**MOTION:** I move that the Town vote to transfer the sum of \$426,980 from the Capital Stabilization Fund; transfer the sum of \$38,000 from Emergency Medical Services Receipts Reserved; and transfer the sum of \$60,000 from the Excess and Deficiency Fund (Free Cash); for a total of \$524,980, to be expended by the Town Manager, for the following capital items:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Swap Loader	\$ 35,000	Fire/EMS
Fire Boat	\$ 38,000	Fire/EMS
Pick-Up Truck	\$ 30,000	Highway Department
Brush Mower	\$ 45,000	Highway Department
IT Infrastructure	\$ 50,000	Town Facilities
Building Security	\$ 60,000	Town Facilities
Baler	\$ 40,000	Transfer Station
Carpet Replacement	\$ 20,000	Library
Property Improvements	\$ 46,500	Park
Police Cruisers	\$ 89,746	Police Department
Tasers	\$ 39,134	Police Department
Golf Carts	\$ 20,000	Groton Country Club
Boom Sprayer Unit	\$ 6,500	Groton Country Club
Triplex – Greens Mower	<u>\$ 5,100</u>	Groton Country Club
Total	\$524,980	

**Quantum of Town Meeting Vote: 2/3's Majority**

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**ARTICLE 7: FEASIBILITY STUDY - SENIOR CENTER****Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to transfer the sum of \$40,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager in Fiscal Year 2016, for the purpose of retaining a consultant(s) to conduct a feasibility/assessment study to determine the future needs of the Groton Senior Center, including whether a new facility is needed, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 8: EXTEND SEWER SYSTEM**

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to extend the "Groton Center Sewer System," as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Assessors' Lot 222-55 (122 Old Ayer Rd), such extension to be only for the exclusive use of the property currently shown on Groton Assessors' Maps as Lot 222-55, which is proposed to be used and occupied by Indian Hill Music, Inc., and on the condition that, and only for as long as, said property is used as a music education and performance center by Indian Hill Music, Inc. or its successors or assigns; otherwise, the system extension shall terminate and be null and void; and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the proportionate share of any General Benefit Facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 9: TRANSFER FROM FY 2016 CAPITAL BUDGET** **Mover: Gineane Haberlin**

**MOTION:** I move that the Town vote to transfer the sum of \$50,000 from the unexpended portion of the appropriation voted under Article 9 of the April 27, 2015 Spring Town Meeting, said sum to be expended by the Town Manager in Fiscal Year 2016 to pay for the construction of a new Playground at Cutler Field, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 10: FUNDS TO REPAIR RETAINING WALL**

**Mover: Mark Gerath**

**MOTION:** I move that the Town vote to transfer the sum of \$30,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Board of Library Trustees in Fiscal Year 2016, to repair the retaining wall located on the south side of the Groton Public Library, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 11: CURRENT YEAR LINE ITEM TRANSFERS****Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer sums of money within the Fiscal Year 2016 Town Operating Budget, being the sums of money identified in the "Transfer funds from" line items designated in the Information Packet distributed to voters for this Town Meeting, said sums to be transferred to the various line items in the "Transfer funds to" categories designated within the Information Packet, the total amount to be transferred being \$125,327.

**Quantum of Town Meeting Vote: Majority**

**Transfer funds from:**

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1100 – Information Technology Salary	\$ 300
1370 – Police & Fire Communications – Wages	\$102,172
1501 – Highway Department – Wages	\$ 10,000
1700 – Country Club – Salary	\$ 600
– Insurance Deductible Reserve – FY 2015	<u>\$ 12,255</u>
Total	\$125,327

**Transfer funds to:**

<u>Line Item</u>	<u>Amount Transferred To</u>
1022 – Board of Selectmen – Expenses	\$ 16,000
1101 – Information Technology – Wages	\$ 300
1271 – Board of Health – Expenses	\$ 14,950
1300 – Police Department – Salaries	\$ 14,465
1301 – Police Department – Wages	\$ 26,815
1311 – Fire Department – Wages	\$ 30,000
1502 – Highway Department – Expenses	\$ 10,000
1701 – Country Club – Wages	\$ 7,456
1702 – Country Club – Expenses	<u>\$ 5,341</u>
Total	\$125,327

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**ARTICLE 12: MONEY - OFFSET SNOW AND ICE DEFICIT**      **Mover: Stuart Schulman**

**MOTION A:** I move that the Town vote to transfer the sum of \$0 from Overlay Surplus, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2016 Snow and Ice Budget, as approved under Article 8 of the 2015 Spring Town Meeting.

**MOTION B:** I move that this Article be indefinitely postponed.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 13: TRANSFER - WATER ENTERPRISE FUND**      **Mover: James Gmeiner**

**MOTION:** I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$60,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2016 Water Department Budget.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 14: TRANSFER - SEWER ENTERPRISE FUND**      **Mover: Thomas Orcutt**

**MOTION:** I move that the Town vote to transfer the sum of \$50,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2016 Sewer Enterprise Department budget.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 15: PRIOR YEAR BILLS**      **Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer the sum of \$12,025 from the Excess and Deficiency Fund (Free Cash) to pay the following unpaid bills from a prior fiscal year:

National Grid/Sprague Energy	\$11,000
Norel Service Company, Inc	<u>\$ 1,025</u>
Total	\$12,025

**Quantum of Town Meeting Vote: 4/5's Majority**

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**ARTICLE 16: DEFICIT BALANCES IN GRANTS**

**Mover: John Petropoulos**

**MOTION:** I move that the Town vote to transfer the sum of \$548 from the Excess and Deficiency Fund (Free Cash) to offset a deficit balance for the 911 Training Grant for Fiscal Year 2014.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 17: ELDERLY AND DISABLED TAXATION FUND**

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 60, §3D to establish a Town aid to the elderly and disabled taxation fund for the purpose of defraying the real estate taxes of elderly and disabled persons of low income; and further to establish a taxation aid committee to consist of the chairman of the Board of Assessors, the Town Treasurer and three residents of the Town to be appointed by the Board of Selectmen, which committee shall adopt rules and regulations to carry out the purposes of the fund and to identify the recipients of such aid.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 18: CPC FUNDING ACCOUNTS**

**Mover: Bruce Easom**

**MOTION:** I move that the Town vote to appropriate and allocate the following sums from the Community Preservation Fund to the following sub accounts:

CPC Operating Expenses:	\$ 10,000
Open Space Reserve:	\$ 65,000
Historic Resource Reserve:	\$ 65,000
Community Housing Reserve:	\$ 65,000
Unallocated Reserve:	\$445,500

**Quantum of Town Meeting Vote: Majority**

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## **ARTICLE 19: CPC FUNDING RECOMMENDATIONS**

### **MOTION 1: Affordable Housing Coordinator**

**Mover:**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$52,500 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2017-01 "Affordable Housing Coordinator".

**Quantum of Town Meeting Vote: Majority**

### **MOTION 2: Middle School Track Rehabilitation**

**Mover:**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$160,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2017-02 "Middle School Track Rehabilitation".

**Quantum of Town Meeting Vote: Majority**

### **MOTION 3: Historic Monument Restoration**

**Mover:**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$38,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2017-03 "Historic Monument Restoration".

**Quantum of Town Meeting Vote: Majority**

### **MOTION 4: Prescott School Upgrades**

**Mover:**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$100,000 from the Community Preservation Fund Historic Reserve and to appropriate the sum of \$65,071 from the Community Preservation Fund Unallocated Reserve for a total of \$165,071 to fund Community Preservation Application 2017-04 "Prescott School Upgrades".

**Quantum of Town Meeting Vote: Majority**

**ARTICLE 20: AMEND CHAPTER 218-28 - ZONING CODE**

**Mover: George Barringer**

**MOTION:** I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Amend Section 218-28 Development Rate Limitation by deleting Section 218-28, Development Rate Limitation, in its entirety.

**Quantum of Town Meeting Vote: 2/3's Majority**

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**ARTICLE 21: AMEND CHAPTER 218-6 - ZONING CODE**

**Mover: George Barringer**

**MOTION:** I move that the Town vote to amend Section 218-6.E (1) of the Zoning Code of the Town of Groton by deleting the existing Section 218-6.E (1) and replacing it with a new Section 218-6.E (1) as set forth in the Warrant.

**Quantum of Town Meeting Vote: 2/3's Majority**

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**ARTICLE 22: AMEND CHAPTER 128, SECTION 3(E)**

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to amend Section 3(E) Chapter 128, of the Code of the Town of Groton, Dogs by deleting the phrase "10 days" and inserting in its place "7 days," thereby changing the length of time a dog must remain in the Groton Town shelter from ten days to seven days, as is required by State Law.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 23: NON-BINDING RESOLUTION**

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to direct the Board of Selectmen to file as Interveners to oppose the Northeast Expansion of the Tennessee Gas Pipeline in Massachusetts.

**Quantum of Town Meeting Vote: Majority**

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**CONSENT AGENDA: ARTICLES 24 through 30**

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to combine for consideration Articles 24, 25, 26, 27, 28, 29 and 30 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles without debate and in accordance with the action proposed under each, and that, with respect to Article 25, the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of \$80,000 from the Community Preservation Fund Open Space Reserve and the sum of \$396,144 from the Community Preservation Fund Unallocated Reserve for a total of \$476,144 to fund the Surrenden Farm debt service for Fiscal Year 2017; provided, however, that if any voter, prior to the taking of the vote, requests the right to debate a specific article, then said article shall be removed from this motion and acted upon in the ordinary course of business.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 11: CURRENT YEAR LINE ITEM TRANSFERS****Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer sums of money within the Fiscal Year 2016 Town Operating Budget, being the sums of money identified in the "Transfer funds from" line items designated in the Information Packet distributed to voters for this Town Meeting, said sums to be transferred to the various line items in the "Transfer funds to" categories designated within the Information Packet, the total amount to be transferred being \$125,327.

**Quantum of Town Meeting Vote: Majority****Transfer funds from:**

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1100 – Information Technology Salary	\$ 300
1370 – Police & Fire Communications – Wages	\$106,245
1501 – Highway Department – Wages	\$ 10,000
1700 – Country Club – Salary	\$ 600
– Insurance Deductible Reserve – FY 2015	<u>\$ 12,193</u>
Total	\$129,338

**Transfer funds to:**

<u>Line Item</u>	<u>Amount Transferred To</u>
1022 – Board of Selectmen – Expenses	\$ 14,000
1101 – Information Technology – Wages	\$ 300
1271 – Board of Health – Expenses	\$ 14,950
1300 – Police Department – Salaries	\$ 14,465
1301 – Police Department – Wages	\$ 26,815
1311 – Fire Department – Wages	\$ 30,000
1502 – Highway Department – Expenses	\$ 10,000
1701 – Country Club – Wages	\$ 14,370
1702 – Country Club – Expenses	<u>\$ 4,438</u>
Total	\$129,338

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Line Item Transfers  
Spring 4/25/16 for FY16

4/11/2016

Funding Source	\$	Budgetary Use	\$	Notes	Date Voted
<i>Line Item Transfers</i>					
Communications Wages	106,245	Police Salaries	14,465	Cullen Quinn/HI Opt/Uni Allow	
		Police Wages	26,815	OT for sick/DARE/SRO	
		Fire Wages	17,807	111F Injuries	
		Country Club Wages	6,884	FY15 year end payroll error	
		Country Club Wages	3,830	increased hours of operation	
		Country Club Wages	2,456	Early Opening of Club	
		Country Club Expenses	5,038	inventory/CPC range project	
		Selectmen Expenses	14,000	Baddacook Pond Weed Pilot	
		Board of Health	14,950	Mosquito Traps	
Highway Wages	10,000	Highway General Expenses	10,000	equip purchases (trailer/mower)	
Country Club Salaries	600	Country Club Wages	600		
IT Salaries	300	IT Wages	300	Budget Adj for OT worked	
Ins Deductible Res 111f FY15	12,193	Fire Wages	12,193	Re-Purpose 111F (FY15) for FY16	
<i>Line Item Trfs GF</i>	<u>129,338</u>		<u>129,338</u>		\$0.00
<i>Free Cash Beginning Bal</i>	265,592.00				
	146,103.00	Prior Year Bills	15,025.00	Sprague \$8,805/NatGrid \$5,200/Norel \$1,025	
		FY13 Grant Deficits	548.00		
		Building Security	60,000.00		
		Senior Ctr Feasibility Study	40,000.00		
		Library Retaining Wall	30,530.00		
<i>Free Cash End Balance:</i>	<u>119,489.00</u>		<u>146,103.00</u>		
<i>Enterprise Funds</i>					
Funding Source	\$	Budget Use	\$		
Water E&D	60,000	Water Operating Budget	60,000		
Sewer E&D	50,000	Sewer Operating Budget	50,000		
Overlay Surplus Released		Snow & Ice			

# Memo

**To:** Mark Haddad  
**From:** Robert T Delaney Jr  
**Date:** 4/11/2016  
**Re:** Line item transfer



---

Mark

The line item transfer request at town meeting will be for the purchase of a mower for the DPW. This is an opportunity that I take advantage of as often as we can to transfer from wages or any other line, to replace minor equipment or do a small project. We had a unexpected surplus of wages in that line due to an employee absence and I would like to use this opportunity to update some equipment. This is an item that would have been in next year's budget. Any questions please call.

	<u>Actual</u>	<u>Actual</u>	<u>\$ Change</u>	<u>% Change</u>	<u>FY16 Budget</u>
	<u>Jul 1, '15 - Apr 7, 16</u>	<u>Jul 1, '14 - Apr 7, 15</u>			
<b>Revenues</b>					
Full Club Membership	\$ 12,136.00	\$ 5,118.50	\$ 7,017.50	137.1%	\$ 9,000.00
Golf Memberships	\$ 37,587.26	\$ 29,067.57	\$ 8,519.69	29.31%	\$ 48,000.00
Swim Memberships	\$ 20,579.92	\$ 9,688.00	\$ 10,891.92	112.02%	\$ 47,500.00
Greens Fees	\$ 69,045.24	\$ 65,718.81	\$ 3,326.43	7.46%	\$ 107,792.00
Driving Range Fees	\$ 3,541.46	\$ 2,274.30	\$ 1,267.16	55.72%	\$ 3,000.00
Golf Cart Revenues	\$ 31,735.50	\$ 21,775.00	\$ 9,960.50	45.89%	\$ 40,000.00
Golf Shop Sales	\$ 6,065.94	\$ 135.76	\$ 5,930.18	4,368.14%	\$ 8,000.00
Pool Program Revenues	\$ 46,335.24	\$ 36,011.00	\$ 10,324.24	28.67%	\$ 72,500.00
Summer Camp Fees	\$ 43,328.50	\$ 19,972.00	\$ 23,356.50	116.95%	\$ 68,000.00
Tavern & Function Hall Lease	\$ 1,600.00	\$ 1,233.79	\$ 366.21	29.68%	\$ 12,400.00
<b>Total Revenues</b>	<b>\$ 271,955.06</b>	<b>\$ 190,994.73</b>	<b>\$ 80,960.33</b>	<b>42.39%</b>	<b>\$ 416,192.00</b>

Both Memberships and Summer Camp revenue have a timing element involved. People are paying earlier this season because we had a successful membership drive.

I'm forecasting the ending revenue to come in around \$450,000.



**Donald L. Palma Jr.**  
*Chief of Police*

**GROTON POLICE DEPARTMENT**

99 Pleasant Street  
Groton, MA 01450  
Tel: (978) 448-5555  
Fax: (978) 448-5603



March 4, 2016

TO: Patricia Dufresne  
Town Accountant

CC: Mark Haddad

SUBJECT: FY16 Police Department Line Item Transfer Request.

Salary line, Quinn Bill Payout to Deputy Chief Cullen \$11230.13

Salary line, "other pay" vacation buy out, uniform allowance and insurance opt out, \$3234.59

Wage line, anticipated overtime wages and unanticipated sick coverage (\$6608) \$26815.00

Regards,

Chief Donald L. Palma Jr.



**Patricia DuFresne**

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**From:** Joan Tallent  
**Sent:** Monday, March 07, 2016 1:21 PM  
**To:** Patricia DuFresne  
**Cc:** Donald Palma  
**Subject:** FY16 Police Wage Line Item Transfer Request

Trisha,

During this fiscal year wages have been paid for various events, incidents and non- budgeted items that were not anticipated.

Officer extended sick leave which caused overtime coverage	\$4378	
Six officers out sick with flu in same pay period, overtime coverage	\$2230	Subtotal: \$6608
Rate adjustment for officer's completion of Academy (not budgeted)	\$3618	
Security for Four Star General at Groton School	\$ 838	
Resource Officer's additional hours related to STARS, DARE and school issues	\$5901	
Officer for DARE and school issues	\$2137	

The requested line item transfer for Police wages of \$26815 would enable the remaining payroll warrants and anticipated event coverage to be met.

Regards,  
Joan

[illegible]

FY16 Police Salary Line Item Transfer Request						
	Palma	Cullen	Newell			
ANTICIPATED:					TOTAL	
PW19	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW20	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW21	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW22	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW23	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW24	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW25	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW26	\$4,864.89	\$4,230.77	\$2,139.58		\$11,235.24	
PW27	\$3,243.26	\$2,820.51	\$1,426.38		\$7,490.15	
TOTAL PW	\$42,162.38	\$36,666.67	\$18,543.02		\$97,372.07	
Uniform Allowance (30*9)		\$270.00			\$270.00	
Insurance Opt Out (92.32*9)		\$830.88			\$830.88	
Longevity			\$500.00		\$500.00	
Vacation buy back (4230.77/2)		\$2,115.38			\$2,115.38	
TOTAL ANTICIPATED:	\$42,162.38	\$39,882.93	\$19,043.02		\$101,088.33	
BUDGET BALANCE THRU PW18					\$86,623.61	
REQUESTED LINE ITEM TRANSFER OF QUINN					11230.13	**
ADJUSTED BUDGET BALANCE THRU PW18					\$97,853.74	
REQUESTED LINE ITEM TRANSFER (ADJUSTED BUDGET-TOTAL ANTICIPATED)					\$3,234.59	**



## Groton Fire Department


*Fire ~ EMS ~ Rescue*

*"Together We Serve the Community"*

45 Farmers Row  
Groton, Massachusetts 01450  
Tel: (978) 448-6333  
Fax: (978) 448-1116



To: Mark Haddad

From: Steele McCurdy 

Date: March 30, 2016

Re: 111F Injuries

Due to 3 unexpected lost time injuries sustained by on duty personnel this year I am requesting \$30,000 to be transferred in to wages. This money is needed in order to maintain services through the spring without needing to make drastic cuts in service that would risk personnel and public safety.

The injuries sustained between November and February has resulted in nearly 600 hours of shift vacancies requiring coverage in order to maintain our services at a safe level. While we covered a large number of shifts, it should be noted that when possible we ran with less than optimal staffing to control the monetary impact of the absences. This lesser coverage unfortunately backfired on a couple occasions resulting in calls needing to be answered by mutual aid communities. While we were able to get personnel on scene quickly, we lacked the available staffing to transport patients to the hospital. In these cases an ambulance from another community was utilized for the transport resulting in a loss of revenue of around \$1,000 per incident.

## Country Club FY16 Budget Analysis

Projected	Budgeted	Actual Thru April 14th	April 15th - June	Total	Delta
\$ 416,192	\$ 416,192				
\$ 130,437	\$ 123,483	\$ 99,956.25	\$ 37,897.58	\$ 137,853.83	\$ (14,370.83)
\$ 129,181	\$ 129,781	\$ 101,112.27	\$ 28,068.31	\$ 129,180.58	\$ 600.42
\$ 132,277	\$ 127,239	\$ 113,019.85	\$ 19,257.13	\$ 132,276.98	\$ (5,037.98)
	\$ 10,420.54				
\$ 36,355	\$ 36,500				
\$ 3,594					
\$ 2,456					
\$ 5,000					
\$ 428,249	\$ 427,424	\$ 314,088.37	\$ 85,223.02	\$ 399,311.39	\$ (18,808.39)

Funding Source	Budgetary Use		Notes
Comm Wages	CC Wages	\$ 6,883.77	Payroll Error
CPC Transfer	CC Expenses	\$ 3,495.17	CPC Transfer
Comm Wages	CC Wages	\$ 2,456.00	Open Early
Comm Wages	CC Wages	\$ 4,430.64	Increased Hours
Comm Wages	CC Expenses	\$ 1,542.81	Inventory&Utilities
	Total	\$ 18,808.39	Total
	Delta	\$ -	Delta

Patricia DuFresne

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**From:** Mark Haddad  
**Sent:** Friday, April 08, 2016 8:40 AM  
**To:** Jack Petropoulos (jack.petropoulos@gmail.com); Anna Eliot; Stuart Schulman home; Josh Degen-Home; Peter Cunningham-home; Gary Green (ggreen@freetobegreen.com); repbobh1@verizon.net; Barry Pease; Bud Robertson; marknjodybacon@verizon.net; David Manugian (dmanugian@gmail.com); Arthur L. Prest (prest@prest.biz)  
**Cc:** Patricia DuFresne; Dawn Dunbar  
**Subject:** FW: GPAC contribution to the Feability Study

Good news. Looks like we will only need \$14,000 for this.

Mark

-----Original Message-----

**From:** james Luening [mailto:luening11@gmail.com]  
**Sent:** Friday, April 08, 2016 7:58 AM  
**To:** Mark Haddad  
**Cc:** Susan Horowitz; Francoise Forbes; Art Prest; Alec Woodle; Bill Strickland; Savas C. Danos; Tom Orcutt; Brad Harper  
**Subject:** GPAC contribution to the Feability Study

Good Morning,

Last evening the Great Pond Advisory Committee voted unanimously to contribute \$2,000 to the Baddacook Feasibility Study. That is pretty much our entire yearly budget and demonstrates our strong support for this initiative. An Initiative like this is why the GPAC was formed to address issues relating to health, safety, water quality, environmental protection and the preservation of our Great Ponds. I hope that our contribution will underscore our support Baddacook's environmental restoration and concern for its current poor condition.

Our special thanks to the Water Department for kick starting this initiative with their contribution. Hopefully, All of the combined contributions will lend themselves to a positive out come at the Monday Selectmen Meeting.

Sincerely,

James Luening  
Chair, Great Pond Advisory Committee

## Patricia DuFresne

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**From:** Mark Haddad  
**Sent:** Tuesday, April 05, 2016 6:22 AM  
**To:** Jack Petropoulos (jack.petropoulos@gmail.com); Anna Eliot; Stuart Schulman home; Peter Cunningham-home; Josh Degen-Home; Gary Green (ggreen@freetobegreen.com); Bud Robertson; Arthur L. Prest (prest@prest.biz); Barry Pease; marknjodybacon@verizon.net; David Manugian (dmanugian@gmail.com); repbobh1@verizon.net  
**Cc:** Patricia DuFresne; Dawn Dunbar  
**Subject:** FW: [Fwd: Re: Draft Feedback]  
**Attachments:** 2016.04.04 2200 Final-Summer 2 Week Feasibility Proposal to Town of Groton, MA.docx

Good Morning Members of the Board and Finance Committee:

As you are aware, the Great Ponds Advisory Committee had presented a proposal to the Conservation Commission and Water Commission to apply Sonar to Baddacook Pond to eradicate weeds. The Water Commission objected to the use of chemicals near our water supply and denied the project. Based on this, the Great Ponds Advisory Committee went back to the drawing board and investigated other potential remedies. Enclosed with this email is a proposal from Aquatic Vision of Natick, MA to conduct a feasibility study of a plan that utilize three basic harvesting methods, with variations, to determine the best ways for removal. This would be a test in a small section of the pond to determine its viability. Basically, for depths less than 5 feet, a harvester will be utilized. For depths to the extent of the weed infestation, a combination of DASH and SASH will be used. DASH stands for Diver Assisted Suction Harvesting, while SASH stands for Surface Assisted Suction Harvesting. The only difference is that in SASH a diver may not necessarily be present at the end of the suction hose.

If this proves successful, a more formal proposal would be submitted to the Community Preservation Committee during next year's funding round for the entire pond. This feasibility study would cost \$20,000. The Water Commission is willing to contribute \$4,000 for this study, with the Town needing to come up with the remaining \$16,000. If the Board of Selectmen and Finance Committee are in agreement, I would propose a line item transfer at Town Meeting to pay for this. The Great Ponds Advisory Committee will be at the Board of Selectmen's meeting on Monday, April 11, 2016 to present this proposal in more detail. I wanted to provide both the Board and Finance Committee with information as early as possible to give you more time for consideration.

I hope you find this useful. I look forward to discussing this in more detail with the Selectmen and Finance Committee. Please let me know if you have any questions or concerns with regard to this matter.

Mark

**From:** james Luening [mailto:luening11@gmail.com]  
**Sent:** Monday, April 04, 2016 11:32 PM  
**To:** Mark Haddad  
**Cc:** Tom Orcutt; Takashi Tada; Jack McCaffrey  
**Subject:** [Fwd: Re: Draft Feedback]

Hello Mark,

Attached is the Baddacook Weed Feasibility Study proposal that Jack McCaffrey will be requesting Water Dept. funds for at the Water Commission on Tuesday evening.

Jim

# AQUATIC VISION

54 Fairview Ave.  
Natick, MA 01760  
508-380-7286  
[www.AquaticVision.net](http://www.AquaticVision.net)

## Feasibility Study Proposal / Scope of Work

April 4, 2016

Gentlemen of the Baddacook Pond Committee:

Please find below the Feasibility Study Proposal details, as you requested. Aquatic Vision LLC proposes a start date of July 11. There will be some observation visits by Ted Fiust and others before the start date, in order to establish parameters for the full-on two week test period. Water temperatures in local ponds have reached 60 degrees Fahrenheit already, which means plant growth will accelerate. Initial observations both above and below the surface of Baddacook Pond will commence as soon as possible after the signature of the acceptance of this proposal by appropriate representatives of Groton, Massachusetts.

Aquatic Vision proposes to utilize three basic harvesting methods, with variations, to determine rates of removal. For depths less than 5 feet, a harvester will be utilized. For depths to the extent of the weed infestation, a combination of DASH and SASH will be used. DASH stands for Diver Assisted Suction Harvesting, while SASH stands for Surface Assisted Suction Harvesting. The only difference is that in SASH a diver may not necessarily be present at the end of the suction hose.

Diver handpulling will be utilized as necessary for the cleanup of the two operations mentioned above. Using a harvester and DASH/SASH technologies sometimes results in missed plants here and there, much as if a garden were to be weeded with machinery, but then a human returned to look over the area just weeded and that human pulled out the few stragglers that escaped the machinery.

Disposal on shore will end Aquatic Vision responsibility for the bio-material. The Town of Groton then takes responsibility for removing the material from the site of offloading or deigns to leave the material and compost-in-place.

Aquatic Vision will at a minimum provide a pre-work assessment of the invasives in Baddacook Pond. An investigation of the pond bottom will include species density and percent of water column assessments in order to determine biomass volume to be removed. Aquatic Vision estimates that at full production, approximately one acre per day will be remediated with the combined technologies listed above.

Other parameters such as dissolved oxygen, pH, phosphorous, etc., will be obtained via instrumentation and/or chemical tests. Sediment depth data was determined by Aquatic Control Technology in the past.



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Unless specified by the Town of Groton, Aquatic Vision will assume the depths have not increased significantly enough to alter plant growth parameters for the purposes of this study.

Diver and surface assessments will be undertaken on various dates leading up to the start date. This will involve qualitative as well as quantitative assessments for the purpose of determining the rate at which invasive biomaterial can be removed. The goal is to remove as much material as possible in as short a time as possible. Under the National Heritage Protection Act, Aquatic Vision will attempt to minimize negative impact to such species of special concern as the Blanding Turtle. As such, a goal of the diving survey is to determine to the extent visual inspection might provide, an assessment of suitable habitat. Further, the final goal is to gain control of the growth of invasives such that minimum maintenance may be required in future years.

A diving and surface survey will, at the least, be accomplished within 7 days prior to the start date of the full-on two week test. This helps assure that pre-work parameters are accurate. Once the two week test is complete, another diving survey will occur in order to assess efficacy of the methods employed. Again, an investigation of the pond bottom will include species density and percent of water column assessments in order to determine biomass area and volume that was removed.

Based on operational characteristics observed during the actual work performed in the Feasibility Study, other parameters such as dissolved oxygen, pH, phosphorous, etc., may be obtained via instrumentation and/or chemical tests.

A comprehensive written Post Survey Report will be given to the Town of Groton within one month of the completion of the two week period. The report will include details of the Pre-work survey, the methods employed and results of the two week trial period, and recommendations and cost estimates for the 2017 proposed removal and remediation of aquatic invasives from the whole of Baddacook Pond.

An appropriate Notice of Intent needs to be in place before the July 11 start of work. Aquatic Vision will comply with the Order of Conditions. Within 5 working days of receipt of the NOI/Order of Conditions, Aquatic Vision will indicate whether there is some condition it is incapable of meeting. If that is the case, Aquatic Vision agrees to refund the deposit money, less \$2500.00. This will cover Aquatic Vision's Pre-work Survey and initiation of equipment reservation expenses.

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As the process continues toward narrowing the focus to an actual start date for the 2016 Feasibility Study for remediation of invasives in Baddacook Pond by Aquatic Vision LLC, the following Scope of Work Proposal addresses in further detail the points of common understanding of both parties involved.

## SCOPE OF WORK

Proposal Submitted to:

Town of Groton, Massachusetts

Description: Harvesting and Diver handpulling of invasive aquatic weeds at Baddacook Pond. Start date on or about JULY 11, 2016.

Payments to be made as follows:

A deposit of \$6500.00 to be received by Aquatic Vision within 30 days of signing of this Proposal/Contract, or no later than June 15. Remainder of total Feasibility Study fees to be received within 30 days of completion of the two week test period, less 10% holdback for completion of Post Survey Report. Upon submittal of the Post Survey Report, the 10% holdback fee is due within the 30 days following. Daily operating costs include the following:

-**Site humans.** At least three persons on site at all times.

-**Transportation.** Workers travel expenses going to site and coming from site

-**Equipment transportation.** Harvester and DASH/SASH equipment, one or two pontoon boats serving as DASH/SASH/Dewatering platforms and transport barges, one to three smaller boats, and floating dock elements need be transported to and from the site. Onsite storage and docking/mooring areas for said equipment need be designated by Town of Groton.

-**Fuel and Power.** AVLLC will provide all necessary diesel and gasoline fuels for the harvesters, conveyors, DASH pumps, outboards, and air supply ("third lung") systems. In addition, batteries need be charged either on site or at night off site. Availability of an outdoor grounded outlet to recharge deep cycle gel batteries is necessary within a mile of the boat ramp. Hours of operation may also require lights for night work. If so, AVLLC will supply the lights and power for those lights. Some solar charging equipment may also be employed.

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-**SCUBA tank refills.** Depending on the situation, tanks may be used instead of the third lungs. Tanks need to be refilled each night. Aquatic Vision is responsible for filling the tanks.

-**Equipment maintenance.** In addition to routine maintenance, inevitably items will break and need fixing. Except for any use of the Town of Groton's Aquarius harvester, the maintenance of other AVLLC equipment is included.

### EXCLUSIONS FROM THE DAILY RATE QUOTED ABOVE:

-**Liability insurance and workers compensation.** Aquatic Vision carries a \$1,000,000 liability insurance policy, as well as workers compensation. Given the size of the harvesting equipment, the possible constrained space in which to operate for the sake of the test, and the fact that divers may be in the water in proximity to such equipment, Aquatic Vision has initiated discussions with its insurance agent. At the time of this writing, estimates vary, but additional insurance for these constraints appears to be less than \$2,000.00. It is possible that additional insurance will be much less than this, in which case adjustments to the Total Feasibility Study will be made.

-**Transportation of major equipment.** The harvester is currently located in Weedsport, NY. It will cost approximately \$1,000 to transport it to the worksite and deploy it. Given the short time-frame of two weeks for the test, Aquatic Vision will forgo its normal deployment fees, but transportation from Weedsport needs to be included. DASH/SASH, pontoon and other boats will be brought on site as needed. These equipment act as survey, personnel transport, and weed transport vessels. No transportation fees will be incurred for these boats.

### CUSTOMER RESPONSIBILITIES:

Customer is responsible for disposal of weeds and any permits required to perform the work proposed in this Feasibility Study.

Customer has represented to Aquatic Vision LLC that approximately 35 acres of fanwort /eurasian watermilfoil plus floating islands of lilies need be removed from the 75 acre Baddacook Pond. Since the timing of biomaterial removal and disposal is critical to operational success, the Town of Groton assumes responsibility for the material deposited as soon as it reaches the shore. It is anticipated that at optimal conditions, approximately 100 cubic feet will be offloaded every fifteen minutes, or approximately 15 yards per hour. Given the experimental nature of the

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Feasibility Study, this figure is likely to vary widely depending on the equipment and personnel used at any time or day. However, 15 yards per hour is likely the maximum offloading rate. If the shore conveyor is backed up because Town of Groton biomaterial handlers cannot keep up with the loads, alternate potential offloading sites need be designated ahead of time. At later times convenient to the Groton biomaterial handlers, those alternate sites can be dealt with by Town of Groton.

Customer agrees to flexible hours of operation. At least three persons and associated equipment will be operating at least 8 hours per day of the 10 day trial period. Should Aquatic Vision determine, for whatever reason (e.g. weather, equipment availability/downtime, etc.) that to fulfill the 8 hours per day for ten working days portion of this contract, it needs to be present and perform at other than 8 a.m. to 4 p.m., Aquatic Vision will be allowed to do so. If this is the case and if sufficient biomaterial handling areas on the shore are not available, after meeting with the town appointed Representative, Aquatic Vision may elect to extend the time of the Feasibility Study period in order to fulfill the full 80 hour time trial.

With the goal of assessing production rates, records of production hours, production rates, acreage cleared, and rates of biomaterial removal will be kept, and included in the final report to the Town of Groton. In the final report, there will also be a summary of effectiveness, including a discussion of the processes' scalability to a full Baddacook Pond solution. The final report will contain a "Lessons Learned" section to describe what worked well and what did not work well.

### **ADDITIONAL CONSIDERATIONS NOT ELSEWHERE CLASSIFIED:**

-If Town of Groton equipment is in need of repair, Town of Groton is responsible for fixing it in a timely manner.

-Aquatic Vision recommends leaving the biomaterial from the shore conveyor or any biomaterial offloaded, in place as long as possible. A skid-steer (a.k.a. Bobcat) can be used to manage the piles to compost most quickly. Aquatic Vision suggests accelerant beneficial bacteria be added so that the actual material Groton need haul away is minimized.

-Time is of the essence. Growth rate will be maximal at the time of the proposed start of the Feasibility Study, therefore consecutive days of harvesting are crucial for accurate predictions of a whole pond remediation effort.

-Town of Groton is responsible for regulating boating activity on the pond, since most boating takes place in the summer months. Town of Groton is responsible for limiting access to the boat ramp, as this is the proposed offloading site of biomaterial for the Feasibility Study, as well as the launch site for Aquatic Vision equipment.

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-Town of Groton shall designate an appropriate single point of contact Representative who can be contacted 7 a.m. to 7 p.m. for feasibility/go-ahead decisions. Aquatic Vision understands the intent of this Feasibility Study to be a test case. The goal is to determine the best combination of non-herbicide methods to remove nuisance vegetation from Baddacook Pond. As such, some as-yet experimental methods may prove more effective than others. With this in mind, Aquatic Vision as a fast-responder company, crucially needs access to appropriate decision-making capable individuals.

-Downtime due to circumstances beyond the control of the Town of Groton or Aquatic Vision, will be minimized. Aquatic Vision will make every effort to include appropriate descriptions of the equipment and proposed methods in the NOI of the ConCom. Equipment may include, but not be limited to automated ROV scouting and locating devices, DASH/SASH pumps, and dewatering devices.

-If the people and their respective equipment lined up to take away the weeds do not show up before Aquatic Vision runs out of room, Aquatic Vision proposes to put the biomaterial directly on the shore, and let Town of Groton deal with it later. As previously stated, maximum productivity under ideal conditions and presence of working equipment might be approximately 100 cubic feet every fifteen minutes, though likely less on a daily basis due to factors such as equipment actual run time, transport time from site of harvesting to deposit sites on shore, weather issues such as thunderstorms forcing a shutdown of operations, which takes approximately an hour, and re-start of operations, which also takes about an hour, and possibly other unforeseen factors.

### COST STRUCTURE:

10 working days at \$1500 per day	\$15,000
Pre-Project and Post-Project Survey and Reports	2,000
Transport of harvester to Baddacook Boat Ramp	1,000
Potential insurance for additional liability (estimated not to exceed)	<u>2,000</u>
Total Feasibility Study	\$20,000

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### References:

Dudley Pond: Michael Lowery, Surface Water Quality Committee. 508-397-8828

Aquatic Vision and Ted Fiust became involved in hand-pulling and DASH operations on Dudley Pond in 1995. Ted Fiust has been involved in Dudley Pond weed control operations continuously from 1995 to the present.

Lake Cochituate: Carol Berkowitz, Lake Cochituate Watershed Council. 508-653-8228

Aquatic Vision and Ted Fiust became involved in the 1990's when vertical barriers were first installed at the roadway overpasses. Ted Fiust cleaned the vertical barriers. Also in the 90's, Ted Fiust was a subcontractor to Aquatic Control Technology when the first benthic mats were installed just outside the swim ropes at the State Park Beach, the busiest inland beach in Massachusetts. Aquatic Vision, in 2011, installed 50 benthic mats (12' by 50' each) on the peninsula just south of the State Park. In subsequent years, Aquatic Vision installed benthic mats at the swim areas and docks of individual homeowners, as permitted by the Conservation Commissions of Wayland, Natick, and Framingham. Aquatic Vision did many surveys of aquatic weeds over the years. Ted Fiust handpulled the Wayland Town Beach area continuously from circa 2003 to 2010, before herbicide was first used in Lake Cochituate. Last year, Aquatic Vision was contracted to DASH leaves from the swim area when winter and spring winds piled up excessive amounts. Also last year, Aquatic Control Technology sub-contracted Aquatic Vision to do 21 days of handpulling of sparse invasive vegetation among the three sub-basins of Lake Cochituate, before Aquatic Control Technology was to spot treat with herbicide in the more dense areas.

Wachusett Reservoir: Aquatic Control Technology – Marc Bellaud, President. 508-865-1000

Continuously from 2001 to 2010, Ted Fiust was subcontracted by Aquatic Control Technology to handpull and vacuum the benthic matting at Wachusett Reservoir. The handpulling was done over two inlet basins of this Boston drinking water supply reservoir, covering approximately 130 acres. Milfoil and Fanwort were the target invasive species.

**AQUATIC  
VISION**

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Ted Fiust, President, Aquatic Biologist

Aquatic Vision LLC

Cell: 508-380-7286

Email: [tedfiust@gmail.com](mailto:tedfiust@gmail.com)

ACCEPTED BY:

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Printed Name and Title

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Signature

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Date

## Patricia DuFresne

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**From:** Mark Haddad  
**Sent:** Monday, April 04, 2016 11:35 AM  
**To:** Patricia DuFresne  
**Subject:** Fwd: Mark / Mosquito Control

Let's talk about this.

Sent from my iPhone

Begin forwarded message:

**From:** Jason Weber <[jason@weber.org](mailto:jason@weber.org)>  
**Date:** April 4, 2016 at 11:01:18 AM EDT  
**To:** Mark Haddad <[mhaddad@townofgroton.org](mailto:mhaddad@townofgroton.org)>  
**Subject:** RE: Mark / Mosquito Control

Thanks for the quick reply. Cost for a monitoring only approach is \$14,950 for 3 traps, and \$3,900 per additional trap. We'd like to propose 5 traps (total cost \$22,750) but 3 is enough to get started this year if the additional \$7,800 is not available.

Thanks,

-Jason

**From:** Mark Haddad [<mailto:mhaddad@townofgroton.org>]  
**Sent:** Monday, April 4, 2016 10:16 AM  
**To:** Jason Weber <[jason@weber.org](mailto:jason@weber.org)>  
**Subject:** RE: Mark / Mosquito Control

Hi Jason:

The Warrant goes to the Printer tomorrow morning first thing. It's too late to add another article to the Warrant. I remember we discussed this possibility, but the Board of Health never submitted a Warrant Article to me and I assumed you weren't going forward. If it's something that needs to happen this fiscal year, we might be able to do a line item transfer at the Town Meeting. How much is the cost? Please let me know ASAP.

Mark

**From:** Jason Weber [<mailto:jason@weber.org>]  
**Sent:** Monday, April 04, 2016 9:42 AM  
**To:** Mark Haddad  
**Subject:** Fwd: Mark / Mosquito Control

Hi Mark,

Hope all is well. The BOH would like to propose another (monitoring only) mosquito control item at TM. What can I do to make this happen? If memory serves we may have already mentioned this to you. Please advise.



## Patricia DuFresne

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**From:** Gary Green <ggreen@freetobegreen.com>  
**Sent:** Monday, April 11, 2016 8:57 AM  
**To:** Patricia DuFresne  
**Subject:** Fwd: Public Safety Boat

**Importance:** High

Hello Patricia-

Hope you had an enjoyable weekend.

A couple of things for tonight's meeting.

- Can you send an email to members reminding them of tonight's meeting.
- Can you print out the email below for dissemination at tonight's meeting
- Can you update the public posting and add a line at the bottom with "OML discussion"

Would be much appreciated!

Gary

Begin forwarded message:

**From:** "Arthur L. Prest" <aprest@prest.biz>  
**Subject:** RE: Public Safety Boat  
**Date:** March 30, 2016 at 4:52:15 PM EDT  
**To:** "Mark Haddad" <mhaddad@townofgroton.org>, "Gary Green" <ggreen@freetobegreen.com>, "Bud Robertson" <budrobertson@charter.net>, "Barry Pease" <barry@worldpease.com>, <marknjodybacon@verizon.net>, <repboh1@verizon.net>, "David Manugian" <dmanugian@gmail.com>, "Jack Petropoulos" <jack.petropoulos@gmail.com>, "Anna Eliot" <annaeliot@verizon.net>, "Stuart Schulman home" <stuartschulman@hotmail.com>, "Peter Cunningham-home" <brecca@charter.net>, "Josh Degen-Home" <josh@joshdegen.com>  
**Cc:** "Patricia DuFresne" <pdufresne@townofgroton.org>, "Dawn Dunbar" <ddunbar@townofgroton.org>, "Donald Palma" <dpalma@townofgroton.org>, "Steele McCurdy" <smccurdy@townofgroton.org>, "Brad Harper" <Bradharper4@gmail.com>

Let me try to see if I can help clear this up.

Members of the Groton Lakes Association (GLA) had a meeting with Police Chief Donald Palma on March 9, 2016 to discuss the police boat and what lake residents saw as the need for such a boat. Speaking as Past President of the GLA, Board Member of the GLA and a lake resident, we don't want this Police Boat to be considered a "patrol boat" but a joint Police and Fire Boat that will be used "on-call" as needed by either department for an emergency or for enforcement. There is no need for police patrolling the lakes on a regular basis. We had that in the 1950s and 1960s and regular patrolling was of little to no benefit. However, there is a need for police presence when we see boaters operating under the influence, speeding through marked SLOW/NO WAKE zones, getting too close to swimmers, making fires on islands or on shore land that can only be reached by boat, setting off fireworks on such places or engaging in other

dangerous activities. This doesn't happen that often, but does happen particularly during the summer. It is because of such situations that we as residents want to have the ability to call the police and have them be able to launch a boat and stop such behavior. In the past, when we have called the police they show up in a cruiser and the only thing that the officer can do is to yell at the culprits from the shore. Depending upon the situation the culprits can then leave what they are doing and speed off to another part of the lake never to be caught or fined.

In your "non-lake" neighborhood, if you see suspicious or bad behavior such as bonfires, drunken noisy parties, fireworks, drunken driving or other such dangerous behavior, you have the luxury of calling the police who show up in a police cruiser to solve the problem through enforcement. The lakes are part of our neighborhood and we have no such luxury. With no ability to get onto the lake there can be no enforcement by police.

With respect to the issue of Police overtime, if the boat is not to be used for patrol duty, and only used for on-call police enforcement, then there should be little need for overtime, just as with the Fire Department's use of the boat for on-call fire and rescue. I talked with Chief Palma today and he agreed that if there is no need for scheduled patrolling of the lakes and the primary use by the police is for on-call duty then the need for overtime will be minimal if any. In the case of who gets to use the boat, emergency/rescue use should always trump law enforcement per se. The Police Chief said that he is willing to talk with the BoS and FinCom about sharing one boat with the Fire Department as an on-call, not patrol boat.

As for the issue of one or two boats, the use of funds from the ambulance fund, as proposed by the Fire Chief, and structured by the Town Manager, will most likely limit the purchase to one boat. Since we don't even have one boat, the question of conflicting use is mute.

As a member of the Finance Committee, and a member of the lake community, I vote for one boat to be shared and bought as suggested by the Fire Chief using Ambulance Funds.

Art Prest

Art Prest  
8 Weymisset Road  
Groton, MA 01450  
Email: [prest@prest.biz](mailto:prest@prest.biz)  
Telephone: 978-448-2384  
FAX: 978-448-2387  
Mobile: 240-401-5240

**From:** Mark Haddad [<mailto:mhaddad@townofgroton.org>]

**Sent:** Wednesday, March 30, 2016 7:16 AM

**To:** Gary Green ([ggreen@freetobegreen.com](mailto:ggreen@freetobegreen.com)); Bud Robertson; Arthur L. Prest ([prest@prest.biz](mailto:prest@prest.biz)); Barry Pease; [marknjodybacon@verizon.net](mailto:marknjodybacon@verizon.net); [repbobh1@verizon.net](mailto:repbobh1@verizon.net); David Manugian ([dmanugian@gmail.com](mailto:dmanugian@gmail.com)); Jack Petropoulos ([jack.petropoulos@gmail.com](mailto:jack.petropoulos@gmail.com)); Anna Eliot; Stuart Schulman home; Peter Cunningham-home; Josh Degen-Home

**Cc:** Patricia DuFresne; Dawn Dunbar; Donald Palma; Steele McCurdy

**Subject:** Public Safety Boat

Good Morning:

There seems to be a lot of confusion and conjecture as to why the Capital Budget contains a request for a combined boat for the Police Department and Fire Department. A review of the history and why this is on this year's Capital Plan is required to clear up any confusion.

For several years, the Police Department has had a request in their Capital Plan for a boat. They had received a couple of donated boats from very generous residents, but these boats did not address the true needs of the Department and in some cases were not seaworthy. As Town Manager, I delayed the purchase of this boat for the past several years because of other more pressing issues. The Police Chief has been very patient with me on this. Last year, the Fire Chief put in a request for a boat as well. In reviewing the Capital Plan, I believed it would be in the best interest of the Town if we combined the boat to save money. This obviously has caused a lot of confusion on the part of the Selectmen and Finance Committee. At no time did either the Police Chief or Fire Chief request a combined boat. I thought this was a reasonable solution to save the Town some money. In addition, by combining the Board, the Fire Chief allowed me to propose that the funding for this boat come from the Ambulance Fund. This would also be in the best interest of the taxpayers as it would not have any direct impact on the budget.

As far as overtime and patrol issues, this is something that the Police Chief plans on addressing as part of his FY 2018 Budget Proposal. If the Finance Committee and Board of Selectmen do not like this idea, that is fine, but please understand that this was my idea in an effort to save money and address a critical need. I understand the Mr. Pease proposed buying two boats at last night's Finance Committee meeting. That would be fine with me, but I would need to figure out how to finance both boats.

I hope this helps clear up any confusion. Please let me know if you have any questions.

Mark

*Mark W. Haddad*

Town Manager

Town of Groton

173 Main Street

Groton, MA 01450

(978) 448-1111

FAX: (978) 448-1115

[mhaddad@townofgroton.org](mailto:mhaddad@townofgroton.org)

## Patricia DuFresne

---

**From:** Mark Haddad  
**Sent:** Friday, April 01, 2016 11:49 AM  
**To:** Jack Petropoulos (jack.petropoulos@gmail.com); Anna Eliot; Stuart Schulman home; Peter Cunningham-home; Josh Degen-Home; Gary Green (ggreen@freetobegreen.com); Bud Robertson; Barry Pease; Arthur L. Prest (prest@prest.biz); marknjodybacon@verizon.net; David Manugian (dmanugian@gmail.com); repbobh1@verizon.net  
**Cc:** Patricia DuFresne; Dawn Dunbar; Steele McCurdy; Donald Palma  
**Subject:** Police Boat  
**Attachments:** 2016\_03\_31\_13\_33\_06.pdf

Good Afternoon:

Attached, please find two memos (the document contains both memos) from Chief Palma relative to the Police Boat. At this time, Don is withdrawing his request for a boat and would recommend that you support one boat for the Fire Department. This boat can be used in emergency situations by the Police Department. Both Don and Steele have discussed this and will work together cooperatively. I have asked Steele to provide me with specifications and costs on the boat he would like to purchase.

With regard to a Police Patrol Boat, Don will be bringing the issue forward in the Fall with various cost projections. As an FYI, the attached document shows the cost of patrolling the lakes. Basically, if you were to have two men patrol the lakes every Saturday, Sunday and holiday over the summer, it would cost approximately \$12,400.

I will provide you with the specs and cost of the Fire Boat as soon as I receive it from Steele. Please feel free to contact me with any additional questions or concerns.

Mark

*Mark W. Haddad*  
Town Manager  
Town of Groton  
173 Main Street  
Groton, MA 01450  
(978) 448-1111  
FAX: (978) 448-1115  
[mhaddad@townofgroton.org](mailto:mhaddad@townofgroton.org)

# Estimate

Mid-Atlantic Rescue Systems, Inc.  
 11 Byte Court  
 Frederick, MD 21702-2805  
 Ph.301-682-9681  
 Fx. 208-460-8648

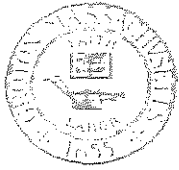
Date	Estimate #
4/6/2016	16-3156

Name / Address
Groton Fire Dept. 45 Farmers Row Groton, MA 01450

Project

Item	Description	Qty	Cost	Total
470RS	15'5" inflatable, 10 person 50hp max. includes seat, storage bag, repair kit, 2 paddles, and foot pump	1	3,780.00	3,780.00
M30MH 4 STR	Mercury 30hp, 4 str, manual start, tiller steering, Short Shaft	1	5,092.00	5,092.00
VB-1025	Mid-Atlantic Inflatable Trailer: Galv Wheels Spare Tire Carrier Load Guides LED Lighting Tongue Jack	1	2,250.00	2,250.00
IRIG	Complete instillation, rigging, and testing of inflatable boat	1	486.00	486.00
S&H	Shipping & Handling boat and motor- to Frederick	1	550.00	550.00
MILE	Delivery charge per loaded mile - 1 boat from Frederick to Groton	450	2.25	1,012.50
NRS	NRS Rapid Rescue PFD (in Yellow or RED)	5	157.996	789.98

We look forward to working with you		<b>Subtotal</b>	\$13,960.48
		<b>Sales Tax (0.00)</b>	\$0.00
		<b>Total</b>	\$13,960.48



# GROTON POLICE DEPARTMENT

## Office of the Chief of Police

100 PEELE STREET  
GROTON, MASSACHUSETTS 01450



Donald L. Palma, Jr.

TEL: 978-444-1111

FAX: 978-444-1111

March 31, 2016

Mr. Mark Haddad  
Town Manager  
Town of Groton  
173 Main Street  
Groton, MA 01450

Dear Mark,

For much too long, too many resources and time have been expended on the subject of a police boat I would like to take a moment to clarify my position.

Several years ago the Police Department operated and maintained a boat that patrolled Lost Lake. That craft was 3<sup>rd</sup> hand and was eventually not cost effective to repair or maintain. Several good intentioned citizens have offered us boats, however as much as we have appreciated the offers the crafts have all had issues and were determined to be unsustainable.

As you are aware for the past several years, I have requested a boat as part of the capital budget. These requests were driven by conversations with concerned citizens of the lake and users of the lake. The most recent request from the Great Pond Advisory Committee was the basis for my request this year (a copy is enclosed).

My request was submitted and went through the normal budgetary channels. It was at that time that I learned the Fire Chief McCurdy has also submitted a request for a boat. His department needs and the police department needs, although similar are different. The compromise of purchasing one boat, although not optimal, was a workable compromise.

At some point the question was raised regarding the policy and staffing for boat patrol. This has led to numerous discussions ad nauseam over an issue that should be a non-issue. Simply put, the reality of the situation is that by the time the specifications for the boat were determined, the bid was posted and bids were received, and delivery of the boat takes place, it will be at the end of the boating season. I did not request over-time funding for this year for that reason and the simple fact that I do not have a boat.

A series of emails have been exchanged specifically about how I would staff the boat patrols. I have learned through a series of email exchanges that Mr. Prest no longer wishes to have a patrol boat on the lake, but instead wants an 'on-call' boat.

Since it is apparent that priorities have changed and it is no longer the desire for enforcement or patrol, I am withdrawing my request for a boat. It is my desire that you fund a boat to the Fire Department specifications or whatever is reasonably close.

Any calls for police service will be handled to the best of our ability and we will rely on the Fire Department for assistance.

Please be advised that an "on-call" boat or Police Officer would result in significant delays in response to calls for service or critical issue.

This should clarify my position and I will expend no further time or comment regarding this piece of equipment.

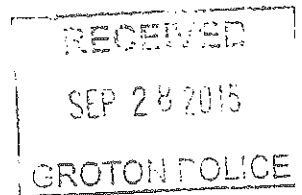
Sincerely,

A handwritten signature in blue ink, appearing to read "Donald L. Palma, Jr.", written over a horizontal line.

Donald L. Palma, Jr.  
Chief of Police

Chief, Groton Police  
99 Pleasant Street  
Groton, MA 01450  
Attn: Donald Palma

September 23, 2015



Dear Chief Palma,

The Great Ponds Advisory Committee (GPAC), an advisory group to the Selectmen, has asked me to bring you up to date on activities witnessed at Lost Lake/Knops Pond this summer. The weekdays are pretty quiet and less congested with boating activity, but the weekends have exhibited some warning signs and some reckless operation of motorboats and jet skis. In addition, a fire was extinguished on a privately owned island which could have destroyed the home therein. Finally the use and misuse of Groton Conservation Trust property on Lost Lake continues.

One of our members witnessed reckless driving of jet skis in areas marked with 6 mph/No Wake signs and very close to the swimming area of Baby Beach owned by the Mountain Lakes Club in the northern part of Lost Lake. The "No Wake" sign sits on the bottom of the lake close to where it was installed.

There have also been boats towing tubers at excessive speeds, endangering their lives by "launching" them off the tubes. On a busy day this could spell disaster, throwing individuals into the paths of other motor boats. I don't believe they are doing this to purposely endanger lives, but are ignorant to how dangerous these high speeds are to their respective tubers.

The fire on the island was caused by a smoldering ember from a large fire burning in an elevated fire pit the night before. A nearby resident saw the smoke and rushed out to the island with a bucket and quickly doused the fire before it could spread. There were burn marks on the pier from errant coals and other evidence of the fire from the previous evening. I called the owner and reported it, and we informed the fire department as well. It was caused by relatives of the owner, who thanked us and said he had taken care to prevent any further problem.

Earlier in the season a fire was set out on an island owned by Groton Conservation Trust. I yelled at them to put the fire out and they immediately complied. They then traveled close to my property/shoreline in their watercraft, swore profusely and banged on their boats for quite some time. The police were called, responded, but alas too late. In the same vein, illegal fireworks being set off any time, but usually late at night, are a direct fire threat to the forest and are wreaking havoc with domesticated animals as well as the wildlife.

In another case, a group of people took over the island for their own picnic area, where they barbecued, drank and used the island for their urination facility. It is a tiny place with extensive environmental damage. I have asked the Trust to close it until steps can be taken to preserve and protect this island.



Most of the abuses mentioned above were handled quietly, but going forward, the community believes it is important during the summer months to have a police boat on weekends, patrolling the lakes. It acts as a deterrent for illegal, dangerous and reckless behavior. The GPAC will support your efforts to secure such a craft through the budgetary process. Perhaps one can be secured through the military surplus program that is supplying police departments with equipment?

We are afraid no action will be taken until there is a serious injury or an accidental death. I should point out that most of the boaters, whether they are skiers, fishermen or kayakers, use the lakes responsibly. We hope this information will help you to evaluate the situation and take the necessary steps needed to prevent any serious and/or deadly accidents.

Sincerely,

A handwritten signature in dark ink, appearing to read "Alex Woodle". The signature is fluid and cursive, with the first name "Alex" written in a more compact, stylized manner and the last name "Woodle" in a more extended, flowing script.

Alex Woodle, Member  
Great Ponds Advisory Committee.