

Groton Finance Committee Meeting Minutes - Approved 6/7/2022

March 22, 2022 beginning at 6:00 pm

Town Hall, 1st floor meeting room

173 Main St. Groton, MA 01450

Present: Gary Green, Colby Doody, Bud Robertson, Chair, David Manugian, Mike Sulprizio.

Absent: Scott Whitefield, Jamie McDonald

Others present: Patricia Dufresne, Town Accountant, Hannah Moller, Town Treasurer, Fire Chief Steele McCurdy, Mark Haddad, Town Manager, Beth Faxon, per diem minute taker. Member of the public, Judy Anderson.

At 6:00pm the meeting was called to order.

The Finance Committee members began discussions and took positions on 2022 Spring Town meeting articles. The document referenced was entitled Warrant, Summary, and Recommendations Town of Groton 2022 Spring Town Meeting. Revised March 22, 2022 (see attached).

Noted: The Town Meeting will be held at the Groton-Dunstable Middle School auditorium 344, Main Street, Groton, MA 01450. Beginning Saturday, April 30, 2022 @ 9:00 AM

Article 1. Hear reports – the Committee took no position.

Article 2. Elected Officials Compensation – discussion town clerk and moderator compensations. Town clerks' salary is in this article. Town manager mentioned that it will most likely not be in this article next year. Suggestion was made to remove the town moderator's stipend of \$65 next year as well. D. Manugian made a motion to accept Article 2 as presented. G. Green seconded. A vote was taken

as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 3. Wage & Classification Schedule: D. Manugian made a motion to support the article. G. Green seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 4: OPEB Trust Fund: Contribution funded from free cash, in the amount of \$181,000

D. Manugian made a motion to support the article. G. Green seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 5. Fiscal Year 2023 Annual Operating Budget: Town manager reports that all contracts are settled, and he made the corresponding adjustments in the budget. These did not increase the bottom line of the budget; in fact, he used \$3,000 less than what was carried in the budget for union negotiations. He reported that right now the budget is balanced with the approved school assessment. He provided the spreadsheets to the Finance Committee showing all of the adjustments made. The health insurance number is based on current enrollment calculated to include the FY23 premium increases. These numbers are bound to shift somewhat during open enrollment which takes place in May.

There remains a \$19,000 dependency on America Rescue Plan Act (ARPA) to fund a highway department position. The ultimate goal will be to reduce the use of ARPA completely out of the operating budget. The snow and ice deficit is currently \$126,000, but will probably finish the year between \$150K and \$170K after restocking of materials and payment of contractors. He noted that the Assessors will be asked to release \$100K out of the overlay fund to reduce the deficit (Snow and Ice).

Mr. Haddad is very pleased with the current budget and financial standing of the Town. The new union contracts are in place for 3 years which assists with expense planning going forward and creates harmony with the employees.

The proposed operating budget is \$45,459,172. The school's use of E & D funds was discussed; this year it was used to reduce their assessment, so the Town would not have to make cuts to the municipal operating budget, and can hire an additional

Dispatch Officer. This promotes public safety in both Dunstable and Groton as well as within the school district. Some members expressed concern that these funds were used to fund the school's operating budget which can prove problematic for the next years' budget cycle. Mr. Haddad claimed he is very confident that new growth and marijuana revenues will help offset some of the future school assessment. A comment was made by Mr. Manugian about ARPA funds and the value of these funds decreasing in the future due to expected increasing inflation. He inquired as to why the Town is not spending more of this funding presently. Mr. Haddad explained that he was not in favor of depending on ARPA funds for operating budgets. He summarized current ARPA spending: Most of the ARPA funds have gone to the schools and some on the emergency communications tower project. \$300K is being used in the Fire Department to offset reduced ambulance receipts. \$140K was set aside for employee retention costs. Ms. Anderson asked for an update on the Nod Road project and was told engineering was currently being done that will be leveraged into a MassWorks Grant application. Collective bargaining was briefly discussed, with Mr. Haddad pointing out the reasonable COLA adjustments of 2.5% -2%- 2%. Mr. Haddad credited much of the excellent negotiation outcomes to the hard work of his bargaining team.

A committee member asked for the estimated free cash amount and The Town Accountant opined the projection at this time is 1 MIL, but with the note that it is still early to make a determination, and expenses are increasing.

Mr. Haddad informed the members that the Destination Groton Committee is doing a wonderful job of making plans to promote and publicize Groton's various amenities. They have requested a budget in FY23 of approximately \$12,400 which will enable them to further the cause of tourism and economic development in Groton. They will also request some funding in FY22 to meet eligibility requirements for grant applications.

G. Green made a motion to support the FY 23 Annual operating budget as presented on 3-22-2022 in article 5. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

G. Green made a motion that in the event that the Select Board voted to fund an additional (approximately) \$12,400 for Destination Groton, the FinCom would

support the amended budget. D. Manugian seconded. A vote was taken as follows: Aye – B Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Mr. Haddad recommended that there be only one motion and one vote on the budget at Town Meeting. This is known as a “consent agenda”. This is in the interest of saving time and based on the fact that historically very few citizen questions on the budget were asked during Town Meeting. Mr. Haddad will write the FY23 Budget Report and forward a copy to the Finance Committee for their review. The Finance Committee agreed with the proposal to present the budget as a single motion as part of the consent agenda.

Article 6 – FY 2023 Capital budget. Mr. Haddad read through the list of capital budget items. Discussion ensued on the expenditures and justification for each. The cost of the Master Plan update is budgeted for \$100,000. Mr. Haddad was complimentary of the consultant who updated the Plan previously and noted that the Board of Selectmen are in support of this expenditure. The members discussed the charge of the Capital Planning Committee. Mr. Haddad clarified that their charge is to advise the Town Manager on the Town’s capital budget which was completed according to expectations. A committee member expressed interest in the Finance Committee having more opportunity to collaborate early in the process of formulating the annual capital budget. D. Manugian mentioned that the Capital Planning Committee appeared on the December 2021 Finance Committee agenda for discussion and presentation of the preliminary 2023 Capital Budget. The group discussed other ways that the FinCom can participate in the creation of the Capital Budget earlier in the cycle. G. Green suggested a joint Capital Planning Committee / Finance Committee working group that would meet early in the budget process which would focus on the capital initiatives and goals for the year in a planning forum. Mr. Haddad noted he is very happy with the capital planning process this year and with the outcome of the FY23 Capital Budget and acknowledges that the process could be optimized for future budget cycles. It was suggested that this joint meeting be held in the May-June time frame to start on the FY24 capital budget.

D. Manugian made a motion to approve the FY23 Capital Budget as presented. M. Sulprizio seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 7 – Purchase Fire engine to replace Engine 5: Noted Engine 5 was involved in an accident and is slated for replacement in 2027 in the Town’s five-year capital plan. Fire Chief Steele McCurdy sent a memo to the Finance Committee members outlining known, possible and projected expenses involved with repairing and operating Engine 5 for the next five years. The engine repair will be covered by insurance, and over the next five years it will cost approximately \$21,000 annually in maintenance. There were additionally a few other parts of Engine 5 that need consideration including tires, a dashboard screen repair and the high probability of rebuilding of the pumping system. Chief McCurdy pointed out that the estimate to purchase a new engine in another 5 years would be \$1 MIL. The other option is to replace Engine 5 now with a new fire engine at an estimated cost of just under \$800K. He added that some equipment currently on Engine 5 can be reallocated to the new fire engine. The Finance Committee confirmed that Chief McCurdy’s recommendation is to purchase a new engine and noted that this option would be more expensive in the short term versus the “repair and maintain” option. The comment was made that since this engine was slated for replacement in the 5-year capital plan along with the fact that it has been damaged in an accident, replacement is more prudent, especially when considering the other known issues as outlined by the Fire Chief. Mr. Haddad expressed his support of the proposal to purchase a new fire engine. Because there is one engine out for service currently, the Town is presently in deficit status for fire emergency equipment, but this is of less concern due to the strong relationships Groton has with other towns for emergency response mutual aid.

Other Committee members spoke in support of purchasing a new engine after review of the cost analysis and consideration of the facts presented by Chief McCurdy. Chairman B. Robertson ultimately expressed support of purchasing a new fire engine after his analysis of what he considered the best use of tax payer’s money. M. Sulprizio made a motion to support Article 7 - purchase fire engine to replace Engine 5. G. Green seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 8 – Purchase of a voting machine – Mr. Haddad commented that the machine is needed for new Precinct 3A, and that the cost will be \$5,700.00 to be funded from Free Cash. G. Green made a motion to support Article 8 - purchase of

a voting machine. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 9 – CPA project funding of \$1 MIL for replacing middle school track – Mr. Haddad commented that the total cost will be \$2.4 MIL for this project (which is \$1 MIL higher than originally estimated). Mr. Haddad stated he supports this decision to use Community Preservation Act (CPA) funding for this project after extensive financial analysis of all options. The track is part of the FloRo construction project under the MSBA and must be funded as part of that project. Without CPA funds, the overall new building budget would have to be reduced. He added that funding provided from the CPA source supports all of the new school project goals already planned and in place. G. Green made a motion to support Article 9 – CPA funding for replacing middle school track. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 10 – Community Preservation Funding accounts - a vote to make appropriations from the Community Preservation fund to the following CP fund reserve accounts: CPC Operating Expenses: \$20,500, Open Space reserve \$88,741, Historic Resource reserve \$88,741, Community Housing reserve \$88,741 leaving \$600,687 in Unallocated Reserve. G. Green made a motion to support Article 10 - D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 11 – Community Preservation Funding Recommendations – the Committee members considered each proposal and voted on each separately as follows;

CPC proposal A: Transfer to Conservation Fund – FY 2023 \$400,000 for preservation of open space, protection of water resources and wildlife habitat, and preservation of land for agricultural, recreational, and forestry activities. G. Green made a motion to support CPC proposal A. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

CPC proposal B: Prescott Stone project - \$6,000 for a setting for the historical Prescott stone to be located at the George Boutwell House. G. Green made a motion to support CPC proposal B. D. Manugian seconded. A vote was taken as

follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

CPC proposal C: Nashua River walk - \$60,154 for a fully accessible trail that will go along the Nashua River and connect to John Tinker Trail. G. Green made a motion to support CPC proposal C. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

CPC proposal D: Prescott Elevator Design and Engineering - \$80,000 for architectural and engineering work to install a passenger elevator in the Town's historic Prescott School to qualify for ADA grants and comply with ADA requirements. G. Green made a motion to support CPC proposal D. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

A Committee member raised the consideration of what will be the next step if the grant is not awarded and money has already been spent on Phase 1 of this project. Mr. Haddad replied that grants are often awarded after multiple tries and several application cycles.

CPC proposal E: Housing Coordinator - \$53,543 to fund wages and benefits of the Housing Coordinator position (25-hours/wk.). G. Green made a motion to support CPC proposal E. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

CPC proposal F: Bates/Blackman Improvement/Accessible Path - \$39,545. G. Green made a motion to support CPC proposal F. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

CPC proposal G: Groton Country Club Recreation Courts Project - \$146,532 to fund the conversion of the four tennis courts into 8 Pickle ball courts and 1 tennis court. G. Green made a motion to support CPC proposal G. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 12: Zoning Amendment – marijuana establishments. The Committee took no position on this article.

Article 13: Zoning Amendment – performance standards. The Committee took no position on this article.

Article 14: Extend Center Sewer District - The Committee took no position on this article.

Article 15: Electronic Voting study committee - The Committee took no position on this article.

Article 16: Citizen's petition – Age restricted housing definition - The Committee took no position on this article.

Article 17: current year line-item transfers – decision was made to remove this from the Warrant.

Article 18: Appropriate money to offset Snow and Ice deficit. G. Green made a motion to support Article 18. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 19: Transfer within Water Enterprise Fund \$95,000. G. Green made a motion to support Article 19. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 20: Transfer within Center Sewer Enterprise Fund \$145,000. G. Green made a motion to support Article 20. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 21: Transfer within Four Corners Sewer Enterprise Fund \$10,000. G. Green made a motion to support Article 21. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 22: Transfer within Cable Enterprise Fund \$10,000. G. Green made a motion to support Article 22. D. Manugian seconded. A vote was taken as follows: Aye –

B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 23: prior year's bills. This was not discussed, deferred to a later date.

Article 24: Establishes a revolving fund for the Council on Aging programming. G. Green made a motion to support Article 24. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Article 25: Establishing Annual Limits for the Various Revolving Funds. G. Green made a motion to support Article 25. D. Manugian seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

Reserve Fund Transfer Request: Mr. Haddad explained that the condensation tank in the boiler at the Prescott School developed a leak and consequently the basement of the building was flooded. Insurance covered the damage but not the repair of the condensation tank. Friends of Prescott School spent \$7,395 for the repair and labor costs. Because the Town is the owner of the furnace system, it is the responsibility of the Town and as such a request is being made here for a reserve fund transfer to the Town Manager's budget line item. G. Green made a motion to approve the reserve fund transfer request to the Town Manager's budget in the amount of \$7,489.75. D. Manugian seconded the motion. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

The Committee then moved on to the approval of minutes. D. Manugian made a motion to approve the minutes of 2/15/22 as amended. M. Sulprizio seconded. A vote was taken as follows: Aye – B. Robertson, G. Green, D. Manugian, C. Doody, and M. Sulprizio. The motion carried 5-0-0.

D. Manugian made a motion to approve the minutes of 3/1/22. M. Sulprizio seconded. A voice vote was taken as follows: Ayes – 4: B. Robertson, D. Manugian, C. Doody, M. Sulprizio. Abstain-1 G. Green. The motion carried 4-0-1.

The meeting adjourned at 7:45pm.

Respectfully submitted,

Elizabeth Faxon

Per Diem minute taker

Town of Groton

Documents on file:

1. Warrant, Summary, and Recommendations Town of Groton 2022 Spring Town Meeting. Revised March 22, 2022.

Spring Town Meeting (04/30/2022)

Finance Committee Positions on Articles votes taken :

3/22/2022

Y-N-Def

Article #	Description	Dollar Amount	Moved	Seconded	Gary G	Scott W	Dave M	Bud R	Colby D	Mike S	Jamie M	Total Vote
1	Hear Reports	N/A										N/A
2	Elected Officials Compensation		DM	MS								5-0-0
3	Wage & Classification Schedule		DM	GG								5-0-0
4	FY23 OPEB Trust Contribution F.C.	181,000	GG	DM								5-0-0
	FY23 Operating Budget w/ Dest Groton	45,471,572	GG	DM								5-0-0
5	FY23 Operating Budget	45,459,172	GG	DM								5-0-0
6	FY23 Capital Budget		DM	MS								5-0-0
A	Hwy Pickup Truck	40,000										
B	Hwy Intermediate Truck	75,000										
C	Hwy FY18 Dump Truck Final Payment	22,000										
D	Hwy FY22 Dump Truck 1st Payment	40,000										
E	Municipal Building Repairs	25,000										
F	IT Infrastructure	40,000										
G	Fork Lift/Mini Loader Trf Station	60,000										
H	Library Fire Alarm Upgrade F.C.	50,000										
I	Library Building Alarm Upgrade	15,000										
J	Library Envelope Repairs	18,000										
K	Library Emergency Exit Doors	19,000										
L	Master Plan Update F.C.	100,000										
M	Park Property Improvements	25,000										
N	Police Cruisers FY23 (2)	114,000										
O	Police Cameras/Key Cards	25,000										
P	Country Club Pool Deck	60,000										

Spring Town Meeting (04/30/2022)

Finance Committee Positions on Articles votes taken : 3/22/2022

Y-N-Def

Article #	Description	Dollar Amount	Moved	Seconded	Gary G	Scott W	Dave M	Bud R	Colby D	Mike S	Jamie M	Total Vote
7	Replace Fire Engine #5 Debt Auth.	700,000	MS	GG								5-0-0
8	Purch Vote Tabulator New Precinct FC	5,700	GG	DM								5-0-0
9	CPA Add'l \$ for FloRo Track	1,000,000	GG	DM								5-0-0
10	CPA Funding Accounts											5-0-0
11	CPA Project Recommendations											
A	Conservation Fund Trf FY23	400,000	GG	DM								5-0-0
B	Prescott Stone Project	6,000	GG	DM								5-0-0
C	Nashua River Walk	60,154	GG	DM								5-0-0
D	Prescott Elevator Design	80,000	GG	DM								5-0-0
E	Housing Coordinator Wage/Benefit	53,543	GG	DM								5-0-0
F	Bates/Blackman Path Access	39,545	GG	DM								5-0-0
G	Country Club Courts Add'l \$	146,532	GG	DM								5-0-0
12	Zoning Amendment - Marijuana Est.	N/A										N/A
13	Zoning Performance Standards	N/A										N/A
14	Extend Center Sewer District	N/A										N/A
15	Electronic Voting Study Cmmttee											N/A
16	Age Restricted Housing (Cit Petition)											N/A
17	FY22 Line Item Transfers	To Be Withdrawn										
18	Snow & Ice Deficit Offset		GG	DM								5-0-0
19	Trf E&D Water Enterprise FY22	95,000	GG	DM								5-0-0

Spring Town Meeting (04/30/2022)

Finance Committee Positions on Articles votes taken : 3/22/2022

Y-N-Def

[illegible]



Groton Fire Department
Fire ~ EMS ~ Rescue
"Together We Serve the Community"

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



To: Groton Finance Committee

From: Steele McCurdy, Fire Chief 

Date March 18, 2022

Re: Supplemental information on engine 5

An analysis of the yearly cost/maintenance of Engine 5 found that the overall repairs and maintenance over the life of the truck is as expected or even a little lower than a typical truck. Specifically, the following was found;

Overall repair/maintenance	\$33,581.85
Yearly average	\$ 1,971.80
Last 5 years average	\$ 4,262.77
Projected expense (Next 5 yrs.)	\$21,313.85

Potential Variables

There are variables which I have attempted to identify in order to show what risks have to be considered keeping the truck in service. Below are items that are likely, not guaranteed, to need attention before Engine 5 is replaced. Of particular note is a pump rebuild. Engine 5 has not had a pump rebuild which is rare in a truck of its age. As a point of reference, engine 1 (2012) has had one impeller replacement and a proactive rebuild occurring as part of its refurbishment. The variation of the estimated cost depends on what needs to be replaced from ceramic packings to an impeller to a pump housing or all three. The maximum pump capacity is one of several performance measures used to determine whether the pump meets National Fire Protection Association standards. As this number creeps down, it indicates that the pump is losing efficiency in its operation. This is currently occurring, however there is no exact measurement for the amount of time before the pump needs to be rebuilt.

V-Mux screen (control screen)	\$5,200.00 (known issue)
Tires	\$6,100.00
Pump rebuild	\$11,000-35,000
Total Maintenance & potential liability	\$67,613

The most recent cost for the replacement is just under \$800,000. This number is expected to increase each year by around 7% year over year. This will potentially result an increase of \$200,000 or more over the next 5 years.

While I was originally not focusing on replacement of this vehicle, the questions asked during the joint meeting of the Selectboard, Finance Committee and Capital Planning committee pointed out that repair or refurbishment may not be the best choice. As we look at the potential issues that could be coming down the road, and the fact that no vehicle is ever the same after an accident, I now believe that replacement is the best option.

Impact on Future Capital

Questions have arisen related to the future capital. The future capital program to this point was focused again on reducing the fleet, 4 trucks being replace with 3, with engine 5 being the last piece. The first piece of this was to replace engine 7 and forestry 4 next year with a hybrid truck and the tanker the year after with a multi-role tanker.

The option exists to replace all 3 at once which will result in a savings. This savings however is only around \$31,000. This would be a total investment of \$1,849,544. That said, a replacement of all 3 would mean that all of our major equipment is new or recently refurbished. This would result in capital vehicle purchases over the next 10-12 years being limited to ambulances, brush trucks and utility vehicles.

REQUEST FOR TRANSFER FROM THE RESERVE FUND
(To be submitted in triplicate)

Date: 3-10-22

Finance Committee
Town of Groton

Ladies & Gentlemen:

A request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$7,489.75
2. To be transferred to: TOWN MANAGER EXPENSES
3. Present balance in said appropriation: \$ 10,395.17
4. The amount requested will be used for (give specific purpose): PAY FOR REPAIRS TO CONDENSATE TANK AT PRESIOTT SCHOOL
5. This expenditure is extraordinary and /or unforeseen for the following reasons:
CONDENSATE TANK RUSTED AND LEAKED WATER - NEEDED TO BE REPLACED.

Mark W. [Signature]
Officer or Department Head

Action of Finance Committee

Date of Meeting 3-22-22

Number Present and Voting 5

Transfer voted in the sum of \$ 7,489.75

[Signature]
Finance Committee Chair

Transfer NOT approved _____

Finance Committee Chair

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

FISCAL YEAR 2023 LEVY LIMIT CALCULATION

Revised: 3/22/2022

I. TO CALCULATE THE FY 2022 LEVY LIMIT

A.	FY 2021 LEVY LIMIT	\$	32,985,370	
A1.	ADD AMENDED FY 2021 NEW GROWTH	\$	-	
B.	ADD TWO AND ONE HALF PERCENT	\$	824,634	
C.	ADD FY 2022 NEW GROWTH	\$	347,620	
D.	ADD FY 2022 OVERRIDE	\$	-	
E.	FY 2022 SUBTOTAL	\$	34,157,624	\$ 34,157,624
F.	FY 2022 LEVY CEILING	\$	49,501,872	FY 2022 LEVY LIMIT

II. TO CALCULATE THE FY 2023 LEVY LIMIT

A.	FY 2022 LEVY LIMIT	\$	34,157,624	
A1.	ADD AMENDED FY 2022 NEW GROWTH	\$	-	
B.	ADD TWO AND ONE HALF PERCENT	\$	853,941	
C.	ADD FY 2023 NEW GROWTH	\$	257,850	
D.	ADD FY 2023 OVERRIDE			
E.	FY 2023 SUBTOTAL	\$	35,269,414	\$ 35,269,414
F.	FY 2023 LEVY CEILING	\$	49,501,872	FY 2023 LEVY LIMIT

Revised: 3/22/2022

TOWN OF GROTON, MASSACHUSETTS FY 2023 TOTAL TAX LEVY CALCULATION

FY 2023 LEVY LIMIT	\$	35,269,414
CAPITAL EXCLUSION	\$	-
DEBT EXCLUSION - TOWN	\$	2,508,202
FY 2023 EXCLUDED BOND REDUCTION	\$	(1,424)
DEBT EXCLUSION - SEWER	\$	-
DEBT EXCLUSION - WATER	\$	-
DEBT EXCLUSION - GDRSD	\$	422,713
SUB-TOTAL - EXCLUSIONS	\$	2,929,491
TOTAL TAX LEVY	\$	38,198,905

Revised: 3/22/2022

TOWN OF GROTON
FISCAL YEAR 2023
REVENUE ESTIMATES

	BUDGETED FY 2022	ESTIMATED FY 2023	CHANGE
PROPERTY TAX REVENUE	\$ 34,157,624	\$ 35,269,414	\$ 1,111,791
DEBT EXCLUSIONS	\$ 2,140,460	\$ 2,929,491	\$ 789,031
CHERRY SHEET - STATE AID	\$ 1,014,099	\$ 1,023,974	\$ 9,875
UNEXPENDED TAX CAPACITY	\$ 20,933	\$ -	\$ (20,933)
LOCAL RECEIPTS:			
General Revenue:			
Motor Vehicle Excise Taxes	\$ 1,738,094	\$ 1,783,620	\$ 45,526
Meals Tax and Room Occupancy Tax	\$ 250,000	\$ 350,000	\$ 100,000
Penalties & Interest on Taxes	\$ 120,000	\$ 110,000	\$ (10,000)
Payments in Lieu of Taxes	\$ 265,000	\$ 300,000	\$ 35,000
Other Charges for Services	\$ 82,000	\$ 90,000	\$ 8,000
Fees	\$ 340,000	\$ 350,000	\$ 10,000
Rentals	\$ 28,000	\$ 28,000	\$ -
Library Revenues	\$ -	\$ -	\$ -
Other Departmental Revenue	\$ 775,000	\$ 980,000	\$ 205,000
Licenses and Permits	\$ 300,000	\$ 300,000	\$ -
Fines and Forfeits	\$ 20,000	\$ 20,000	\$ -
Investment Income	\$ 40,000	\$ 50,000	\$ 10,000
Recreation Revenues	\$ 600,000	\$ 600,000	\$ -
Miscellaneous Non-Recurring	\$ -	\$ -	\$ -
Sub-total - General Revenue	\$ 4,558,094	\$ 4,961,620	\$ 403,526
Other Revenue:			
Free Cash	\$ 467,679	\$ 619,994	\$ 152,315
Capital Stabilization Fund for GDRSD	\$ 217,298	\$ 577,026	\$ 359,728
Stabilization Fund for Tax Rate Relief	\$ -	\$ -	\$ -
Capital Asset Stabilization Fund	\$ 475,000	\$ 553,000	\$ 78,000
EMS/Conservation Fund Receipts Reserve	\$ 300,000	\$ -	\$ (300,000)
Community Preservation Funds	\$ -	\$ -	\$ -
Water Department Surplus	\$ -	\$ -	\$ -
Sewer Department Surplus	\$ -	\$ -	\$ -
Insurance Reimbursements	\$ -	\$ -	\$ -
Bond Surplus Transfer	\$ -	\$ 15,224	\$ 15,224
Coronavirus Recovery Funds	\$ 90,000	\$ 328,360	\$ 238,360
Sub-total - Other Revenue	\$ 1,549,977	\$ 2,093,604	\$ 543,627
WATER DEPARTMENT ENTERPRISE	\$ 1,404,564	\$ 1,630,369	\$ 225,806
SEWER DEPARTMENT ENTERPRISE	\$ 798,860	\$ 835,194	\$ 36,334
LOCAL ACCESS CABLE ENTERPRISE	\$ 215,905	\$ 218,217	\$ 2,312
FOUR CORNER SEWER ENTERPRISE	\$ 68,769	\$ 78,838	\$ 10,069
STORMWATER UTILITY ENTERPRISE	\$ 209,753	\$ 214,155	\$ 4,402
TOTAL ESTIMATED REVENUE	\$ 45,929,284	\$ 49,254,877	\$ 3,325,592

TOWN OF GROTON
FISCAL YEAR 2023
TAX LEVY CALCULATIONS

Revised: 3/22/2022

FY 2023 PROPOSED EXPENDITURES

TOWN MANAGER - Proposed Budget

General Government	\$	2,269,325
Land Use Departments	\$	454,670
Protection of Persons and Property	\$	4,671,029
Regional School Districts	\$	26,189,285
Department of Public Works	\$	2,345,816
Library and Citizen Services	\$	1,892,083
Debt Service	\$	2,839,258
Employee Benefits	\$	4,797,706

Sub-Total - Operating Budget

\$ 45,459,172

- A. TOTAL DEPARTMENTAL BUDGET REQUESTS
- B. CAPITAL BUDGET REQUESTS
- C. ENTERPRISE FUND REQUESTS
- D. COMMUNITY PRESERVATION REQUEST

\$ 45,459,172
\$ 743,000
\$ 2,685,109

OTHER AMOUNTS TO BE RAISED

1. Amounts certified for tax title purposes
2. Debt and interest charges not included
3. Final court judgments
4. Total Overlay deficits of prior years
5. Total cherry sheet offsets
6. Revenue deficits
7. Offset Receipts
8. Authorized deferral of Teachers' Pay
9. Snow and Ice deficit
10. Other

\$ -
\$ -
\$ -
\$ -
\$ 22,346
\$ -
\$ -
\$ -
\$ -
\$ 100,000

- E. TOTAL OTHER AMOUNTS TO BE RAISED
- F. STATE AND COUNTY CHERRY SHEET CHARGES
- G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS

\$ 122,346
\$ 95,249
\$ 150,000

TOTAL PROPOSED EXPENDITURES

\$ 49,254,877

5/10 < 11 = 876

FY 2023 ESTIMATED RECEIPTS

ESTIMATED TAX LEVY			
Levy Limit	\$	35,269,414	
Debt Exclusion	\$	2,929,491	
A. ESTIMATED TAX LEVY	\$		38,198,905
B. CHERRY SHEET ESTIMATED RECEIPTS	\$		1,023,974
C. LOCAL RECEIPTS NOT ALLOCATED	\$		4,961,620
D. OFFSET RECEIPTS	\$		-
E. ENTERPRISE FUNDS	\$		2,976,773
F. COMMUNITY PRESERVATION FUNDS	\$		-
G. FREE CASH	\$		619,994
OTHER AVAILABLE FUNDS			
1. Stabilization Fund	\$	-	
2. Capital Asset Fund	\$	553,000	
3. GDRSD Capital Asset Fund	\$	577,026	
4. EMS/Conservation Fund	\$	-	
5. Bond Surplus Transfer	\$	15,224	
6. Coronavirus Recovery Funds	\$	328,360	
H. OTHER AVAILABLE FUNDS	\$		1,473,610
TOTAL ESTIMATED RECEIPTS	\$		49,254,877
FY 2023 SURPLUS/(DEFICIT)	\$		0

Revised: 3/22/2022

**TOWN OF GROTON, MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION**

FISCAL YEAR 2023

I. TAX RATE SUMMARY

la. Total amount to be raised (from IIe)	\$	49,254,876.75
lb. Total estimated receipts and other revenue sources (from IIIe)	\$	11,055,971.48
lc. Tax levy (Ia minus Ib)	\$	38,198,905.28
ld. Distribution of Tax Rates and Levies		

CLASS	(b) Levy Percentage (from LA -5)	(c) IC above times each percent in col (b)	(d) Valuation by Class (from LA -4)	(e) Tax Rates (c) x (d) x 1000	(f) Levy by Class (d) x (e) /1000
RESIDENTIAL	94.3022%	\$ 36,022,425.67	\$ 2,004,265,680.00	\$ 17.97	\$ 36,022,425.67
NET OF EXEMPT					\$ -
OPEN SPACE	0.0000%	\$ -	\$ -		\$ -
COMMERCIAL	3.8068%	\$ 1,454,172.04	\$ 80,909,241.00	\$ 17.97	\$ 1,454,172.04
NET OF EXEMPT					\$ -
INDUSTRIAL	0.6846%	\$ 261,517.98	\$ 14,550,700.00	\$ 17.97	\$ 261,517.98
SUBTOTAL	98.7937%		\$ 2,099,725,621.00		\$ 37,738,115.69
PERSONAL	1.2063%	\$ 460,789.58	\$ 25,638,050.00	\$ 17.97	\$ 460,789.58
TOTAL	100.0000%		\$ 2,125,363,671.00		\$ 38,198,905.28

TAX RATE RECAPITULATION GROTON

FISCAL YEAR 2023

II. AMOUNTS TO BE RAISED

II a. Appropriations

\$ 48,887,282

II b. Other amounts to be raised

1. Amounts certified for tax title purposes
2. Debt and interest charges not included
3. Final court judgments
4. Total overlay deficits of prior years
5. Total cherry sheet offsets
6. Revenue deficits
7. Offset receipts deficits
8. Authorized Deferral of Teachers' Pay
9. Snow and Ice deficit
10. Other

\$ -
\$ -
\$ -
\$ 22,346
\$ -
\$ -
\$ -
\$ 100,000
\$

TOTAL II b.

\$ 122,346

II c. State and County Cherry Sheet Charges

\$ 95,249

II d. Allowance for Abatements and Exemptions (overlay)

\$ 150,000

II e. TOTAL AMOUNT TO BE RAISED

\$ 49,254,877

III. Estimated Receipts and Other Revenue Sources

III a. Estimated Receipts - State

1. Cherry Sheet Estimated Receipts
2. Massachusetts School Building Authority Payments

\$	1,023,974	
\$	-	
		\$ 1,023,974

TOTAL III a.

III b. Estimated Receipts - Local

1. Local Receipts Not Allocated
2. Offset Receipts
3. Enterprise Funds
4. Community Preservation Funds
5. Coronavirus Recovery Funds

\$	4,961,620	
\$	-	
\$	2,976,773	
\$	-	
\$	328,360	

TOTAL III b.

\$	8,266,753
----	-----------

III c. Revenue Sources Appropriated for Particular Purposes

1. Free Cash
2. Other Available Funds

\$	619,994	
\$	1,145,250	
		\$ 1,765,244

TOTAL III c.

III d. Other Revenue Sources Appropriated Specifically to Reduce the Tax Rate

- 1a. Free Cash... appropriated on or before June 30, 2020
- 1b. Free Cash... appropriated on or after July 1, 2020
2. Municipal Light Source
3. Teachers' Pay Deferral
4. Other Source:

		\$ -
		\$ 11,055,971

TOTAL III d.

III e. Total Estimated Receipts and Other Revenue Sources

IV. Summary of Total Amount to be Raised and Total Receipts from All Sources

- a. Total Amount to be Raised
- b. Total Estimated Receipts and Other Revenue Sources
- c. Total Real and Personal Property Tax Levy
- d. Total Receipts from All Sources

\$	11,055,971	
\$	38,198,905	
		\$ 49,254,877

**TAX RATE RECAPITULATION
GROTON**

FISCAL YEAR 2023

LOCAL RECEIPTS NOT ALLOCATED

		BUDGETED RECEIPTS FY 2021	ESTIMATED RECEIPTS FY 2022
1	MOTOR VEHICLE EXCISE		
2	OTHER EXCISE	1,738,094	1,783,620
3	PENALTIES AND INTEREST ON TAXES	250,000	350,000
4	PAYMENTS IN LIEU OF TAXES	120,000	110,000
5	CHARGES FOR SERVICES - WATER	265,000	300,000
6	CHARGES FOR SERVICES - SEWER	-	-
7	CHARGES FOR SERVICES - HOSPITAL	-	-
8	CHARGES FOR SERVICES - TRASH DISPOSAL	-	-
9	OTHER CHARGES FROM SERVICES	82,000	90,000
10	FEES	340,000	350,000
11	RENTAL	28,000	28,000
12	DEPARTMENTAL REVENUE - SCHOOLS	-	-
13	DEPARTMENTAL REVENUE - LIBRARIES	-	-
14	DEPARTMENTAL REVENUE - CEMETERIES	-	-
15	DEPARTMENTAL REVENUE - RECREATION	600,000	600,000
16	OTHER DEPARTMENTAL REVENUE	775,000	980,000
17	LICENSES AND PERMITS	300,000	300,000
18	SPECIAL ASSESSMENTS	-	-
19	FINES AND FORFEITS	20,000	20,000
20	INVESTMENT INCOME	40,000	50,000
21	MISCELLANEOUS RECURRING	-	-
22	MISCELLANEOUS NON-RECURRING	-	-
	TOTAL	4,558,094	4,961,620

Revised: 3/22/2022

Operating Budget Comparison - Fiscal Year 2022 Vs. Fiscal Year 2023

<u>Category</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,169,373	\$ 2,269,325	\$ 99,952	4.61%
Land Use	\$ 431,839	\$ 454,670	\$ 22,831	5.29%
Protection of Persons and Property	\$ 4,353,853	\$ 4,671,029	\$ 317,176	7.28%
Department of Public Works	\$ 2,293,376	\$ 2,345,816	\$ 52,440	2.29%
Library and Citizen Services	\$ 1,715,760	\$ 1,892,083	\$ 176,323	10.28%
Sub-Total - Wages and Expenses	\$ 10,964,202	\$ 11,632,923	\$ 668,721	6.10%
Debt Service	\$ 1,996,043	\$ 2,839,258	\$ 843,215	42.24%
Employee Benefits	\$ 4,571,593	\$ 4,797,706	\$ 226,113	4.95%
Sub-Total - All Municipal	\$ 17,531,838	\$ 19,269,887	\$ 1,738,049	9.91%
Nashoba Tech	\$ 807,474	\$ 810,037	\$ 2,563	0.32%
Groton-Dunstable Operating	\$ 23,481,350	\$ 24,319,318	\$ 837,968	3.57%
Groton-Dunstable Excluded Debt	\$ 485,426	\$ 422,713	\$ (62,713)	-12.92%
Groton-Dunstable Debt	\$ 56,358	\$ 60,191	\$ 3,833	6.80%
Groton Dunstable Capital	\$ 217,298	\$ 577,026	\$ 359,728	165.55%
Sub-Total - Education	\$ 25,047,906	\$ 26,189,285	\$ 1,141,379	4.56%
Grand Total - Town Budget	\$ 42,579,744	\$ 45,459,172	\$ 2,879,428	6.76%

Revised: 3/22/2022

Operating Budget Comparison - Fiscal Year 2022 Vs. Fiscal Year 2023

<u>Category</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,169,373	\$ 2,269,325	\$ 99,952	4.61%
Land Use	\$ 431,839	\$ 454,670	\$ 22,831	5.29%
Protection of Persons and Property	\$ 4,353,853	\$ 4,671,029	\$ 317,176	7.28%
Department of Public Works	\$ 2,293,376	\$ 2,345,816	\$ 52,440	2.29%
Library and Citizen Services	\$ 1,715,760	\$ 1,892,083	\$ 176,323	10.28%
Employee Benefits	\$ 4,571,593	\$ 4,797,706	\$ 226,113	4.95%
Sub-Total	\$ 15,535,795	\$ 16,430,629	\$ 894,834	5.76%
Debt Service - Excluded	\$ 1,656,908	\$ 2,508,202	\$ 851,294	51.38%
Debt Service - In Levy Only	\$ 339,135	\$ 331,056	\$ (8,079)	-2.38%
Sub-Total - All Municipal	\$ 17,531,838	\$ 19,269,887	\$ 1,738,049	9.91%
Nashoba Tech	\$ 807,474	\$ 810,037	\$ 2,563	0.32%
Groton-Dunstable Operating	\$ 23,481,350	\$ 24,319,318	\$ 837,968	3.57%
Groton-Dunstable Excluded Debt	\$ 485,426	\$ 422,713	\$ (62,713)	-12.92%
Groton-Dunstable Debt	\$ 56,358	\$ 60,191	\$ 3,833	6.80%
Groton Dunstable Capital	\$ 217,298	\$ 577,026	\$ 359,728	165.55%
Sub-Total - Education	\$ 25,047,906	\$ 26,189,285	\$ 1,141,379	4.56%
Grand Total - Town Budget	\$ 42,579,744	\$ 45,459,172	\$ 2,879,428	6.76%

Revised: 3/22/2022

Operating Budget Comparison - Fiscal Year 2022 Vs. Fiscal Year 2023

<u>Category</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
Municipal Wages	\$ 8,105,533	\$ 8,655,692	\$ 550,159	6.79%
Employee Benefits	\$ 4,571,593	\$ 4,797,706	\$ 226,113	4.95%
Sub-Total - Wages and Benefits	\$ 12,677,126	\$ 13,453,398	\$ 776,272	6.12%
Municipal Expenses	\$ 2,858,669	\$ 2,977,231	\$ 118,562	4.15%
Sub-Total -	\$ 15,535,795	\$ 16,430,629	\$ 894,834	5.76%
Debt Service - In-Levy Only	\$ 339,135	\$ 331,056	\$ (8,079)	-2.38%
Total - All Municipal	\$ 15,874,930	\$ 16,761,685	\$ 886,755	5.59%
Nashoba Tech	\$ 807,474	\$ 810,037	\$ 2,563	0.32%
Groton-Dunstable Operating	\$ 23,481,350	\$ 24,319,318	\$ 837,968	3.57%
Groton-Dunstable Debt	\$ 56,358	\$ 60,191	\$ 3,833	6.80%
Sub-Total - Education	\$ 24,345,182	\$ 25,189,546	\$ 844,364	3.47%
Grand Total - Town Budget	\$ 40,220,112	\$ 41,951,231	\$ 1,731,119	4.30%

Revised: March 22, 2022

Warrant, Summary, and Recommendations

TOWN OF GROTON



2022 SPRING TOWN MEETING

Groton-Dunstable Middle School Auditorium
344 Main Street, Groton, Massachusetts 01450

Beginning Saturday, April 30, 2022 @ 9:00 AM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

**THE BUDGET HANDOUT FOR ARTICLE 5 IS AVAILABLE
IN THE BACK OF THE WARRANT**

Introduction to Groton Town Meeting

Voters are familiar with casting ballots in local and state elections, but they have another important civic duty in towns, the Town Meeting.

What is Town Meeting?

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year.

What is a warrant?

The warrant is the official notice to voters that a Town Meeting is scheduled. The warrant includes the date, time, location and a description of each subject to be acted on at Town Meeting. In Groton, the warrant must be posted in two public places and mailed to each household 14 days in advance of Town Meeting. "The warrant must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town."¹ "Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article."²

How does Town Meeting proceed?

Voters attending Town Meeting must first check in with the clerks and receive a voting card which is required to vote. The meeting typically acts on the articles in the order they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the moderator on the floor for debate. Permission of the moderator is required to speak. The moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the moderator will call for a vote by a show of voter cards. If the vote is too close to call by sight or if seven voters immediately question the moderator's declaration of the vote, the moderator will order a hand count to confirm the vote.

Who can attend?

Town Meeting is open to the public. Only Groton voters are entitled to attend, speak and vote. Non-voters may be required to sit in a separate section. Non-voters may ask the moderator to speak on the topic of the debate.

How long is town meeting?

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

¹ *Town Meeting Time: A Handbook of Parliamentary Law* (page 12) Johnson, Trustman and Wadsworth, Third Edition, 2001.

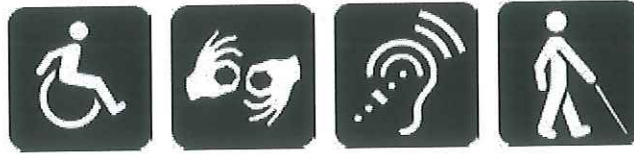
² *Id.*

Explanation of a Consent Agenda

A consent agenda is a procedure to group of multiple main motions into a single motion for voting. A consent agenda saves time by eliminating the reading of multiple motions and explanations when there are no objections or questions. In Groton, a consent agenda generally consists of articles unanimously supported by the Select Board and Finance Committee. Articles that change by-laws or introduce new spending are typically not included. In this warrant, the Select Board has grouped articles in consent agendas and labeled them for easy reference.

How Consent Agendas Work

As the first step to act on a consent agenda, the moderator will read the titles of the included articles. A voter who wishes to remove an article from the consent agenda for separate debate and vote should state "hold." The held article will be set aside and acted on after the vote on the consent agenda. After the meeting agrees on the contents of the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every motion included in the consent agenda will either pass or fail as a group. Voters should read the warrant and review the proposed consent agendas to identify articles they wish to remove for separate consideration.



Town Meeting Access for Voters with Disabilities

Parking – Universally accessible parking spaces are available in the parking lot in front of the Groton Dunstable Middle School South. There is a ramp providing access from the parking lot to the front door of the Middle School.

Wheelchair Accessible & Companion Seating – Wheelchair spaces, seating for people with mobility issues and companion seats are available in the center aisle on both sides of the auditorium.

Sign Language – A Sign Language Interpreter will be provided for the hearing impaired, upon request, at least one week prior to the meeting.

Speaking at Town Meeting – There will be volunteers available to bring hand-held microphones to voters who have mobility issues or cannot stand in line and wait at the microphones.

Restrooms – Accessible restrooms are available near the entrance to the auditorium.

Transportation to Town Meeting - The Council on Aging van will be available to Groton residents attending Town Meetings at no charge. All riders will be at the meeting prior to the start. The van is wheelchair accessible. Your reservation can be made by calling the Senior Center at 978-448-1170. Seats will be filled on a first come, first serve basis.

Questions or concerns - If you or a member of your household has questions or would like to request a sign language interpreter, please contact the Select Board's Office at Town Hall at 978 448-1111 at least one week before the Town Meeting.

**SPRING TOWN MEETING WARRANT
APRIL 30, 2022**

Middlesex, ss.
Commonwealth of Massachusetts
To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Saturday, the thirtieth day of April, 2022 at Nine O'clock in the morning, to consider all business other than the election of Town Officers and on the twenty-fourth day of May, 2022, between the hours of 7:00 A.M. and 8:00 P.M., at an adjourned session thereof at the following locations:

Precinct 1	The Groton Center 163 West Main Street	Precincts 2 & 3 Middle School North Gymnasium 346 Main Street
------------	-------------------------------------------	------------------------------------------------------------------

to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for One	Board of Health	1 Year
Vote for Two	Select Board	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for Two	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for Two	Park Commission	3 Years
Vote for One	Park Commission	1 Year
Vote for One	Planning Board	3 Years
Vote for Two	Planning Board	3 Years
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years

QUESTION 1:

Shall an Act passed by the General Court in the Year 2022, entitled "An Act Relative to the Charter and the Town Clerk in the Town of Groton" be accepted?

YES _____ NO _____

QUESTION 2:

NON-BINDING REFERENDUM – Should the Seal of the Town of Groton be modified by removing the words "Holy Bible" from the image of the book in the center of the Seal, leaving the image of the book blank?

YES _____ NO _____

ARTICLE LISTINGS

*	Article 1:	Hear Reports	6
*	Article 2:	Elected Officials Compensation	6
*	Article 3:	Wage and Classification Schedule	6
*	Article 4:	Appropriate FY 2023 Contribution to the OPEB Trust Fund	7
**	Article 5:	Fiscal Year 2023 Annual Operating Budget	7
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	Article 7:	Purchase Fire Engine to Replace Engine 5	12
	Article 8:	Purchase Voting Machine	13
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****	Article 17:	Current Year Line-Item Transfers	22
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		Appendix A – Fiscal Year 2022 Proposed Operating Budget	
		Appendix B – Fiscal Year 2022 Wage and Classification Schedule	

*Will be presented as one Consent Motion

**The Budget will be presented as one Motion

***The CPA Articles will be presented as one Motion

****Annual Consent Agenda. To be presented as one Motion

ARTICLE 1: HEAR REPORTS

To see if the Town will vote to hear and act on the report of the Select Board and other Town Officers and Committees, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *To hear reports of Town Boards, Committees and Commissions and to accept the annual report and other reports that may be presented to Town Meeting.*

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

To see if the Town will vote to set the compensation for the elected officials of the Town for the ensuing year, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *To provide compensation for elected officials as proposed by the Town Manager. The Town Clerk is proposed to receive a salary of \$95,417 in FY 2023 and the Moderator is proposed to receive a salary of \$65 in FY 2023.*

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2023 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

**SELECT BOARD
TOWN MANAGER**

Select Board:
Finance Committee:

Summary: *The purpose of this Article is to set the wage and classification schedule for the three (3) employees (Executive Assistant to the Town Manager, Human Resources Director and IT Director) covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. These employees will receive a 2.5% cost-of-living adjustment in Fiscal Year 2023.*

ARTICLE 4: APPROPRIATE FY 2023 CONTRIBUTION TO THE OPEB TRUST

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, 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, or to take any other action relative thereto.

**SELECT BOARD
TOWN MANAGER**

**Select Board:
Finance Committee:**

Summary: *The purpose of this article is to fund the Town's OPEB Liability. The Select Board and Finance Committee have adopted a funding policy for this purpose. One of the funding goals is to commit to an annual appropriation to the Trust that would keep the Net Present Value Liability from growing until such time as the Town can begin to pay down the liability. In Fiscal Year 2023, the anticipated amount necessary for this purpose is estimated to be \$181,000. This Article will seek an appropriation of \$181,000 from Free Cash to add to the OPEB Liability Trust Fund.*

ARTICLE 5: FISCAL YEAR 2023 ANNUAL OPERATING BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money as may be necessary to defray the expenses of the Town for the next Fiscal Year (2023), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE
SELECT BOARD
TOWN MANAGER**

**Select Board:
Finance Committee:**

Summary: *In accordance with Section 6 of the Town Charter, the Finance Committee conducts its annual budget process by receiving the Town Manager's proposed balanced budget on or before December 31st; meeting with department heads and boards; holding public budget hearings in preparation for issuing its recommendations to Town Meeting; and presenting its budget recommendations at the Spring Town Meeting. The budget handout for this Article is contained in Appendix A of this Warrant. Please also see the Finance Committee's and Town Manager's Report which includes the Finance Committee's and Select Board's recommendations.*

ARTICLE 6: FISCAL YEAR 2023 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the Fiscal Year 2023 Capital Budget, or to take any other action relative thereto.

TOWN MANAGER

Summary: *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2023:*

Item #1 – Pick-Up Truck **\$40,000** **Highway**

Summary: *This is a scheduled replacement. The average life of a pick-up truck is approximately 7 years. Replacing one vehicle every couple of years will allow the fleet to stay in good shape. This is a front-line pick-up used for day-to-day operations as well as snow plowing.*

Select Board:

Finance Committee:

Item #2 – Intermediate Truck **\$75,000** **Highway**

Summary: *This size truck was introduced into the Town's fleet to save wear and tear on the dump trucks and pickup trucks by not overloading them. This has worked out very well. They are used almost daily for tasks such as patching and road construction projects right up to plowing roads. They do not have sanders on them, just plows. They take up less room and eliminate the need for a large vehicle which makes it safer for the employees as well as the motoring public. The scheduled replacement vehicle will be 15 years old at the time of replacement.*

Select Board:

Finance Committee:

Item #3A – Dump Truck **\$22,000** **Highway**

Summary: *In Fiscal Year 2018, Town Meeting approved a bond for \$185,000 to purchase a new Dump Truck for the Highway Department, with the intent to pay it back over five years. The appropriation this year is the fifth of five payments for this truck.*

Select Board:

Finance Committee:

Item #3B – Dump Truck**\$40,000****Highway**

Summary: Last year's Annual Town Meeting appropriated \$192,000 to replace one of our older Dump Trucks. The Town borrowed these funds through a State House Note and will pay it off over five years. Fiscal Year 2023 will be the first of five payments.

Select Board:**Finance Committee:****Item #4 – Municipal Building Repairs****\$25,000****Town Facilities**

Summary: This appropriation will be used to continue to maintain all municipal buildings by performing various maintenance activities to prevent major breakdowns in the Town's building infrastructure. Priorities continue to change when it comes to the minor repairs and upgrades in the municipal buildings. A set line item which is separate from minor capital allows for flexibility. Furnaces, a/c units, flooring and painting are some of the small items this capital program handles.

Select Board:**Finance Committee:****Item #5 – IT Infrastructure****\$40,000****Town Facilities**

Summary: This item in the Capital Budget was established six years ago and has been very successful. In Fiscal Year 2023, the following items will be purchased/upgraded with this allocation: 10 replacement computers; Replace aging servers and storage arrays; Investment to expand the network and keep equipment and maintenance costs current; and network switch upgrades and increased wireless coverage.

Select Board:**Finance Committee:****Item #6 – Fork Lift/Mini Loader****\$60,000****Transfer Station**

Summary: This is a vital piece of equipment at the transfer station. It is used to load the two balers located at the facility. In addition, it is used to move the various recyclables around the facility. This piece of equipment is a work horse and this should be considered a scheduled replacement.

Select Board:**Finance Committee:**

Item #7 – Upgrade Fire Alarm System**\$50,000****Library**

Summary: DPW, Fire, and Impact Fire Services conducted a thorough inspection of the library's 20+ year old fire system, with many components 25 years old in 2024. All of it needs upgrading: the main fire panel, 30 smoke detectors, 9 pull stations, 7 duct detectors, various relay modules, 20 audio/visual units, 8 visual only units, plus 32 sprinkler heads, engineering and design. Install new Keltron box and re-establish lost connection to the Groton Fire Dept., saving the library from paying for a monthly monitoring service as well as saving 1-2 minutes of time alerting the Fire Dept. in an emergency.

Select Board:
Finance Committee:

Item #8 – Upgrade Building Alarm System**\$15,000****Library**

Summary: The burglary alarm system was installed in 1999 and will be 25 years old in 2024. Jasonics owner said some of the Library's security detectors are "ancient" (10.1.21), with several installed too high to be useful. This project includes: replacing the control panel, both entry keypads, all 17 motion detectors, and exit door contacts (if needed). The existing wiring would be reconfigured so that each device is on a separate zone (as opposed to now, with 9 detectors on 1 "top floor" zone.) Newer panic buttons would be tied in. The Library receives numerous false alarms every year and the system needs to be upgraded.

Select Board:
Finance Committee:

Item #9 – Envelope Repairs**\$18,000****Library**

Summary: This is the last identified need still unaddressed from the 2018 building envelope study on how to keep water from entering the building: Repair/replace sealant around every exterior door and aluminum window (up 3 stories), as well as scrape, prime, caulk, and paint all 20 wood window sashes.

Select Board:
Finance Committee:

Item #10 – Replace Emergency Exit Doors**\$19,000****Library**

Summary: For years, water puddled outside the west facing children's room emergency exit and water leaked in under the doors. With all new roof and water drainage, the water is no longer collecting here. Carpeting inside the door was replaced with tile, and now everything is staying dry. But years of water infiltration have rusted out the bottom of these metal doors and the bottoms are flaking off into dust. Commercial-grade metal doors, panic bars, and hardware all need to be replaced as soon as possible.

Select Board:
Finance Committee:

Item #11 – Master Plan Update**\$100,000****Planning Board**

Summary: *The Town of Groton's Master Plan expired in September 2021. The Planning Board anticipates requiring a minimum of \$150,000 for the procurement of professional planning consultants to assist with the daunting task of preparing the next 10-year Master Plan. The proposed amount of \$150,000 is based on recent examples from Littleton and Millbury. The plan is to appropriate \$100,000 in FY 2023 and any needed funds (approximately \$50,000) in FY 2024. It is anticipated that the final stages of the Master Plan update will be completed in the early part of FY 2025.*

Select Board:
Finance Committee:

Item #12 – Property Improvements**\$25,000****Park Department**

Summary: *The Park Commission has been working over the past several years developing a strategy to address deficiencies in the various Park Department Properties located throughout Groton. By appropriating \$25,000 each year, the Park Commission can develop a capital improvement program that will allow them to keep our various park locations in good shape and avoid a major construction project.*

Select Board:
Finance Committee:

Item #13 – Police Cruisers**\$114,000****Police Department**

Summary: *Purchase of two police cruisers and related equipment to replace cruisers that are no longer cost effective to maintain. This allows for lesser mileage per year, better maintenance scheduling, assignment of cars to officers and for a programmed replacement schedule that ensures line cars are rotated out at reasonable mileage and wear. Un-marked cars are rotated in the same fashion.*

Select Board:
Finance Committee:

Item #14 – Cameras/Key Card Access**\$25,000****Police Department**

Summary: *Cameras will be installed in Cell Block Hall "blind spots". An exterior security camera for the back of the building and the communications tower. Hardwired Card Key reader for a Cell Block/Sallyport to replace failing battery units. New readers in each of the cell holding areas from Cell Check documentation and the records room.*

Select Board:
Finance Committee:

Item #15 – Pool Improvements

\$60,000

Country Club

Summary: *This funding will be used to replace the deck at the Country Club Pool.*

Select Board:

Finance Committee:

TOWN MANAGER

ARTICLE 7: PURCHASE FIRE ENGINE TO REPLACE ENGINE 5

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, to purchase and equip a new Engine 5 for the Fire Department, and all costs associated and related thereto, or to take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *Engine 5 was purchased in 2007 and was slated to be replaced in 2028. Unfortunately, during an ice storm this past winter, Engine 5 was involved in an accident causing over \$95,000 worth of damage that would be covered by insurance. Based on the age and wear and tear on the Engine 5, it does not make sense to invest the \$95,000 in an engine with 5 years of useful life left. The Town Manager and Fire Chief have recommended using the insurance funds and investing it in a new Fire Engine for the Fire Department. The estimated cost of the new vehicle is approximately \$800,000 (cost to the Town of approximately \$700,000 to paid back over 20 years (estimated life of a new Fire Truck)).*

ARTICLE 8: PURCHASE VOTING MACHINE

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of purchasing a voting tabulator to be used by the Town to tabulate votes during all elections, and all costs associated and related thereto, or to take any other action relative thereto.

TOWN CLERK

Select Board:

Finance Committee:

Summary: *This request for a minor capital item is to purchase a new voting tabulator to tabulate votes cast in Groton's newly created Sub-Precinct 3A. Sub-Precinct 3A was created by the Massachusetts House of Representatives during decennial redistricting in December, 2021. Under State election regulations, the sub-precinct's votes must be counted separately, and on a unique tabulator (if tabulators are used). Groton currently uses Imagecast Precinct (ICP) vote tabulators. This request is to authorize the purchase of an additional Imagecast Precinct Tabulator. Please note that the use of this machine may be considered to be a local mandate by the State Auditor, and if so declared, the cost will be reimbursed to the Town.*

ARTICLE 9: CPA RECOMMENDATION – ADDITIONAL FUNDING SCHOOL TRACK

To see if the Town will vote to adopt and approve the recommendation of the Community Preservation Committee established pursuant to Chapter 44B of the General Laws, for additional funds to supplement funds previously appropriated to construct a new Middle School Track, and all costs associated and related thereto, and to implement such recommendation, borrow pursuant to any applicable statute and/or appropriate a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, said funds to be expended by the Town Manager, or to take other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Select Board:

Finance Committee:

Community Preservation Committee:

Summary: *The 2021 Spring Town Meeting appropriated funds to relocate the Middle School Track in conjunction with the construction of a new Florence Roche Elementary School. The original estimate of \$1.4 million will not be sufficient based on the most recent review of the project. Construction costs have risen at an unprecedented rate. Supply and demand challenges, global shipping, labor shortages, and a high volume of work are all having an impact on construction costs, and all projects and sectors are being affected. While the Project included design, estimating, and escalation contingencies in December 2020, these contingencies cannot absorb the recent estimated costs received. The purpose of this Article will be to appropriate the additional funds needed to complete the project.*

ARTICLE 10: COMMUNITY PRESERVATION FUNDING ACCOUNTS

To see if the Town will vote to make the following appropriations from the Community Preservation Fund: Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 20,500
Open Space Reserve:	\$ 88,741
Historic Resource Reserve:	\$ 88,741
Community Housing Reserve:	\$ 88,741
Unallocated Reserve:	\$600,687

or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Select Board:

Finance Committee:

Community Preservation Committee:

Summary: *This is an accounting procedure that is necessary so that the Community Preservation Committee will have access to the funds raised during Fiscal Year 2023. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

ARTICLE 11: COMMUNITY PRESERVATION FUNDING RECOMMENDATIONS

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2023, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Select Board, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A:	Conservation Fund – FY 2023	\$400,000
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Summary: *The Conservation Commission is requesting \$400,000 to be added to the Conservation Fund to preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. This Fund allows the Town to move quickly in the event a priority parcel becomes available. This Fund has been used to purchase Conservation Restrictions, Agricultural Preservation Restrictions, and fee ownership of conservation land. The goal is to maintain an amount between \$750K and \$1 million in the Fund. As of 1/12/22, the Conservation Fund balance was at \$651,184. The full amount to be paid from the Unallocated Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal B: Prescott Stone Project

\$6,000

Summary: *The Groton History Center and the Historic Commission is requesting \$6,000 in CPA funds to provide a secure and stable setting for the historical Prescott Stone. It will be located at the Governor George Boutwell House in the side yard, protected from weather and available for viewing by Groton's citizens. The full amount to be paid from the Historic Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal C: Nashua River Walk

\$60,154

Summary: *The Groton Trails Committee is requesting \$60,154 in CPA funds for a proposed riverwalk. This will include a fully accessible trail that will go along the Nashua River in the J. Harry Rich State Forest for a distance of about 0.25 miles and will connect with the similar John Tinker Trail. The trail will provide a wonderful forest experience along one of the most beautiful stretches of the Nashua River for people of all ages and abilities, including children in strollers, those using walkers, and bikers. It will include two rest areas with benches and a larger observation area at the terminus. The observation area will have two handicap tables and four benches as well as high quality educational signs. The full amount to be paid from the Open Space Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal D: Prescott Elevator Design and Engineering

\$80,000

Summary: *Friends of Prescott is requesting \$80,000 in CPA funds for the architectural and engineering work that needs to be done upfront in order to be able to qualify for a Municipal Americans with Disabilities Act Improvement grant to install a passenger elevator in the town's historic Prescott School. The elevator will provide handicap access to all three floors within the building. The full amount to be paid from the Historic Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal E: Housing Coordinator

\$53,543

Summary: *This application is requesting \$53,543 in CPA funding from the Community Housing category to fund the wages and benefits of the Housing Coordinator position (25-hours/week). The full amount to be paid from the Community Housing Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal F: Bates/Blackman Improvement/Accessible Path \$39,545

Summary: *The Groton Conservation Trust is requesting \$39,545 to defray costs of portions of its rehabilitation of the Bates and Blackman parcels located on Old Ayer and Indian Hill Roads. The requested funds would be used to: a) replace the vehicle bridge across James Brook linking the parking lot to the balance of the properties; b) install a wheelchair accessible trail of about ¼ mile length from the parking area through a picnic area and to the edge of Groton Hill Music Center's fields; and c) purchase two wheelchair accessible picnic tables for the project. These are three important components of a larger project to expand and improve the parking lot including accessible parking, restore the three meadows to native vegetation, remove invasive species, improve trail safety, and reconfigure the Bates picnic area. The larger project has relied on extensive volunteer labor and is seeking additional funds from other sources. The full amount to be paid from the Open Space Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal G: Groton Country Club Recreation Courts Project \$146,532

Summary: *Friends of Groton Pickleball, Inc. is requesting \$146,532 in CPA funds to serve as additional funding to convert the four Groton Country Club tennis courts into 8 dedicated Pickleball courts and 1 tennis court. The existing courts have deteriorated and will be replaced with a new base, pavement, pickleball court surface, striping and fencing. The funds requested will be combined with the \$148,868 approved at the 2021 Spring Town Meeting for a total project cost not to exceed \$295,400. The full amount will be paid from the CPA Unallocated Reserve. The full amount to be paid from the Unallocated Reserve.*

Select Board:

Finance Committee:

Community Preservation Committee:

COMMUNITY PRESERVATION COMMITTEE

ARTICLE 12: ZONING AMENDMENT – MARIJUANA ESTABLISHMENTS

To see if the Town will vote to amend the Zoning Bylaw by deleting Section 218-10.4(C)(3) in its entirety and replacing it with a new Section 218-10.4(C)(3) as follows:

(3) No marijuana establishment entrance shall be located closer than 500 feet from the entrance of a preexisting public or private preschool, school providing education in kindergarten or any grades 1 through 12, junior college, college, licensed day-care center, church, library, park, playground, or other marijuana establishment. Distance shall be measured in a straight line from the geometric center of the marijuana establishment's entrance door to the geometric center of the entrance door or primary public entrance location of the nearest facility listed in the previous sentence, unless there is an impassable barrier within those 500 feet that renders any part of the 500-foot straight-line distance inaccessible by a pedestrian or automobile, in which case the 500-foot distance shall be measured along the center of the shortest publicly-accessible pedestrian travel path from the geometric center of the marijuana establishment's entrance door to the geometric center of the entrance door or primary public entrance location of the nearest facility listed in the previous sentence.

or to take any other action relative thereto.

SELECT BOARD

Select Board:

Finance Committee:

Planning Board:

Summary: *The intent of this Zoning Amendment is to bring the Town's Marijuana Zoning Bylaw in compliance with State Law and State Regulations relative to distance between various establishments.*

ARTICLE 13: ZONING AMENDMENT – PERFORMANCE STANDARDS

To see if the Town will vote to amend the Groton Zoning By-Laws as follows:

1. Delete Section 218-5.5 Special Use Considerations in the R-B, VCG, NB, GB, and I Districts in its entirety and replace it with the following:

218-5.5 Zoning Map Amendment Considerations in VCB, NB, GB and I Districts.

- A. Objectives. The objectives of these special use regulations are to provide entrepreneurial and employment opportunities for area residents; to focus development at locations occasioning relatively small environmental or community cost; to protect the Town's rural character and natural environment; to promote harmonious future development; and to provide convenient services for Groton residents.
- B. Rezoning to VCB, NB, GB or I. The Planning Board shall neither sponsor nor favorably recommend any rezoning of land into a Business or Industrial District unless a concept plan (see Subsection B) for the area proposed for rezoning has been submitted to the Planning Board for review at the public hearing on the rezoning and is presented at the Town Meeting. In

its report to the Town Meeting, the Planning Board shall report its determinations regarding the consistency of the proposed rezoning with the Business or Industrial District intention stated in § 218-4.2 and regarding the consistency of the concept plan with the objectives stated in Subsection A.

C. Submittal requirements. A concept plan shall consist of the following:

- (1) A schematic development plan, indicating the location of the boundaries of the lot, buildings, roads, drives, parking, reserved open space, wells, on-site disposal facilities, drainage system, topography and grading, areas of retained vegetation and planting areas.
- (2) Analysis of the consequence of the proposed development, evaluating the following impacts at a level of detail appropriate to the scale of the development proposed:
 - (a) Natural environment: groundwater and surface water quality, groundwater level, stream flow, erosion and siltation, vegetation removal (especially unusual species and mature trees) and wildlife habitats.
 - (b) Public services: traffic safety and congestion, need for water system improvements, need for additional public recreational facilities and need for additional school facilities.
 - (c) Economics: municipal costs and revenues, local business activity and local jobs.
 - (d) Visual environment: visibility of buildings and parking and visual consistency with existing development in the area.

2. Insert a new Section 218-5.6 to read as follows and renumber subsequent Sections accordingly:

218-5.6 Performance Standards for Business and Industrial Special Permit Uses.

A. Special permits for business or industrial uses, if consistent with this chapter in all other respects, shall be granted only if the special permit granting authority determines that the proposal's benefits to the Town or vicinity will outweigh any adverse effects, after consideration of the following:

B. Location.

- [1] The proposal will be located near uses which are similar to the proposed use or, if not, the nearby uses will be ones likely to benefit from rather than be damaged by having the proposed activity nearby.
- [2] Public water supply will be available or will be made available without increased cost to the Town, the Water Department or its current rate payers, and serving this use at this location will pose no problems which are unusual.
- [3] The proposal will not cause environmental stress from erosion, siltation, groundwater or surface water contamination or disturbance to wildlife habitat on the site if the wildlife is officially listed by the Massachusetts Division of Fisheries and Wildlife pursuant to 321 CMR 8.00 as endangered, threatened or of special concern.

C. Activity type and mix.

- [1] The proposed activity will contribute to the diversity of services available to the Town.
- [2] Any retail services will be designed to serve the Town's population rather than a larger region.

- [3] The proposal will add little to traffic congestion, considering the location, the number of trips likely to be attracted and any special access provisions committed (e.g., bike storage facilities or employee ridesharing).
- [4] The proposal will pose no environmental hazard because of use or storage of explosive, flammable, toxic or radioactive materials.
- [5] The proposal will not result in air pollution or excessive noise.

D. Site design.

- [1] Scenic views from public ways and other developed properties will be considerably treated in the design of the site.
- [2] Topographic change will not result in cuts or fills exceeding seven feet.
- [3] Removal of existing trees or other important natural features will be avoided.
- [4] Pedestrian movement within the site and to other places will be well provided for.
- [5] Vehicular movement within the site will be safe and convenient and arranged so as to not disturb abutting properties.
- [6] Visibility of parking and service areas from public streets will be minimized through facility location and the use of topography and vegetation.
- [7] Potential disturbances such as noise, glare and odors will be effectively confined to the premises through buffering or other means.
- [8] Water quality will be protected through appropriate location and design of disposal facilities in relation to water bodies and site geology.

E. Facility design.

- [1] Scenic views from public ways and other developed properties will be considerably treated in the design of the buildings.
- [2] Primary exterior materials will match the appearance of materials commonly found on existing buildings within the Town.
- [3] Domestic scale will be maintained in the building's design through massing devices such as breaks in walls and roof planes and through the design of architectural features.

F. Overall planning. The proposed plan will be consistent with:

- [1] The intentions stated in § 218-4.2, Intention of districts, and in § 218-1.2, Purposes."

- 3.. Amend Section 218-5.2 Schedule of Use Regulations by deleting Lines 43 and 82 in their entirety and replacing them with the following:

Please see Section 218-5.6 Performance Standards, for the following special permit uses in the R-B, VCB, NB, GB, and I Districts.

or to take any other action relative thereto.

PLANNING BOARD

Select Board:

Finance Committee:

Planning Board:

Summary: *The intent of this zoning amendment is to clarify the provisions of Section 218-5.5 of the Zoning Bylaw. Section 218-5.5 contains the provisions for two different types of zoning processes which are not necessarily related. One zoning process outlined in Section 218-5.5 is a zoning map change to rezone land into a Business or Industrial District, which requires the presentation of a concept plan and approval at a Town Meeting. The second zoning process outlined in Section 218-5.5 is a special permit for business or manufacturing use, which requires the submittal of a special permit application and approval by the Planning Board after a public hearing. The mixing of these two processes into a single section of the Zoning Bylaw results in confusion. The proposed zoning amendment would separate these two processes. The existing requirements for each process would remain unchanged.*

ARTICLE 14: EXTEND CENTER SEWER DISTRICT

To see if the Town will vote to extend the "Groton Center Sewer District" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors' Map 116, Lot 101 (Undeveloped Lot Taylor Street) but only for the exclusive use of said lot, and its successors or assigns, 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 property owner's proportionate share of the 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, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Select Board:
Finance Committee:

Summary: *This article requests authorization from the Town Meeting to expand the Center Sewer District to include Lot 116-101, Groton. This article, if approved, will provide Sewer Capacity for the exclusive use of said Lot.*

ARTICLE 15: ELECTRONIC VOTING STUDY COMMITTEE

To see if the Town will vote to create an Electronic Voting Study Committee appointed by the Town Moderator consisting of the Town Clerk and four (4) voters of the Town for the purpose of exploring the option of implementing electronic voting at Town Meeting; said Committee to receive support from Town Officials as required, and, further, said Committee to provide a report to the 2022 Fall Town Meeting addressing all issues associated with such a change including but not limited to cost, bylaws and administrative procedures, or to take any other action relative thereto.

TOWN MANAGER

Select Board:
Finance Committee:

Summary: *The use of electronic voting at Town Meeting has been reviewed as offering a level of anonymity that would yield a better reflection of voter response to Articles proposed at Town Meeting. A considerable number of towns in Massachusetts and across the country now use electronic voting. The 2015 Spring Town Meeting received a report from the Electronic Voting Study Committee suggesting that electronic voting at Town Meeting may be worthy of adopting, but that costs were prohibitive and that questions around implementation remained unanswered. It recommended that the question be revisited in the future. In the years since, many other towns in Massachusetts have accumulated significant experience with electronic voting, experience that may address many of the 2015 Committee's unanswered questions. The costs may have declined, and there may be grant monies available to pay for required equipment. Bylaws may need to be amended to adopt electronic voting. This article asks Town Meeting to direct the Moderator to appoint a committee to update the work done in 2015 and to provide back to the 2022 Fall Town Meeting a comprehensive report on the implementation of electronic voting at Town Meeting including thoroughly researched information on costs, funding, bylaw amendments and implementation details. An accompanying Warrant Article will allow voters to determine whether or not to adopt electronic voting and accompanying bylaw changes.*

ARTICLE 16: CITIZENS' PETITION – AGE RESTRICTED HOUSING DEFINITION

To see if the Town will vote to Amend Section 218-3, Definitions of the Groton Zoning By-Law by deleting the definition of Age-Restricted Housing and replacing it with the following:

AGE-RESTRICTED HOUSING — Housing for persons 55 years of age or older which shall be in conformance with federal and state laws and regulations, including the Fair Housing Act and the Housing for Older Persons Act. All dwelling units in an Age-Restricted Housing development shall be subject to an age restriction described in a deed, deed rider, restrictive covenant, or other document that complies with all applicable federal and state laws and which shall be recorded at the Registry of Deeds or the Land Court. The age restriction shall limit all the dwelling units in the development to occupancy of at least one individual of age 55 or older or their spouses of any age and to authorize special exceptions that would allow specific persons of any age to live in a dwelling unit together with an over 55 residents with individual approval of the Groton Planning Board. The age restriction shall run with the land in perpetuity and shall be enforceable by the Town of Groton or any or all of the owners of the development.

or to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Richard W. Lewis	330 Old Dunstable Road	Robert Hargraves	21 Temple Drive
Samuel Palmer	319 Hoyts Wharf Road	Daniel Keefe	90 Hoyts Wharf Road
Michael Dermody	268 Lowell Road	Virginia Vollmer	490 Old Dunstable Road
Robert Kiley	601 Lowell Road	Brian Lagasse	111 West Main Street
Carl Flowers	1 Dan Parker Road	Rick Santiano	461 Longley Road

Select Board:
Finance Committee:

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *This change in the definition of "Age-Restricted Housing" will eliminate and correct outdated requirements that are no longer allowed by a written policy of the Massachusetts Department of Housing and Community Development (DHCD) in their approval for affordability provisions and inclusion of restricted affordable units on the Commonwealth of Massachusetts subsidized housing inventory (SHI). All Age-Restricted Housing projects shall still comply with existing by-laws and regulations including the Zoning Bylaw of the Town of Groton, Massachusetts, Section 218-9.3(B) Age-Restricted Housing, which requires a Special Permit from the Planning Board.*

ARTICLES 17 THROUGH 27 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED ON PAGE 2 OF THIS WARRANT.

ARTICLE 17: CURRENT YEAR LINE-ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2022 budget, or to take any other action relative thereto.

SELECT BOARD

**Select Board:
Finance Committee:**

Summary: *To transfer money within the Fiscal Year 2022 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

ARTICLE 18: APPROPRIATE MONEY TO OFFSET SNOW AND ICE DEFICIT

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2022 Snow and Ice Budget, as approved under Article 5 of the 2021 Spring Town Meeting, or to take any other action relative thereto.

TOWN MANAGER

**Select Board:
Finance Committee:**

Summary: *This article will allow the Town to fund any deficit in the Snow and Ice Account in FY 22.*

ARTICLE 19: TRANSFER WITHIN WATER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2022 Water Department Operating Budget, or to take any other action relative thereto.

BOARD OF WATER COMMISSIONERS

Select Board:
Finance Committee:

Summary: *This article will request a transfer of funds from Water Surplus to help fund the Fiscal Year 2022 Water Department's Operational Expenses. As of the printing of the Warrant, it is anticipated that \$95,000 will be transferred for this purpose.*

ARTICLE 20: TRANSFER WITHIN CENTER SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2022 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Select Board:
Finance Committee:

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2022 Center Sewer Budget. As of the printing of the Warrant, it is anticipated that \$145,000 will be transferred for this purpose.*

ARTICLE 21: TRANSFER WITHIN FOUR CORNERS SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2022 Four Corners Sewer Enterprise Department budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Select Board:
Finance Committee:

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2022 Four Corners Sewer Budget. As of the printing of the Warrant, it is anticipated that \$10,000 will be transferred for this purpose.*

ARTICLE 22: TRANSFER WITHIN CABLE ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Cable Enterprise Fund Surplus to the Fiscal Year 2022 Cable Enterprise Department budget, or to take any other action relative thereto.

CABLE ADVISORY COMMITTEE

Select Board:
Finance Committee:

Summary: *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2022 budget. As of the Printing of the Warrant, it is anticipated that \$10,000 will be transferred for this purpose.*

ARTICLE 23: PRIOR YEAR BILLS

To see if the Town will vote to transfer from available funds a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *Town Meeting approval is required to pay bills from a prior fiscal year. A list of unpaid bills will be provided at Town Meeting.*

ARTICLE 24: ESTABLISHMENT OF REVOLVING FUND

To see if the Town will vote to amend Section 71-1 of the Town of Groton Bylaws (entitled "Funds Established", by inserting the following amendment establishing a new revolving fund, to follow after the "Access for Persons with Disabilities" revolving fund:

<u>Program or Purpose</u>	<u>Representative or Board Authorized to Spend</u>	<u>Departmental Receipts</u>
Council on Aging Program Fund	Council on Aging Director	User fees received from users of Council on Aging Programs

and, further, to amend Section 71-2 (entitled "Limitation on or increase in expenditures) by adding the following text to the end of the existing text: "The second paragraph of Massachusetts General Law Chapter 40, §3 is accepted to allow any balance in the COA Program Revolving Account at the close of each fiscal year to remain available for expenditure, without appropriation for such purposes in future years."

or to take any other action relative thereto.

COUNCIL ON AGING DIRECTOR

Select Board:

Finance Committee:

Summary: *This Article creates a new revolving fund for the Council on Aging. It will allow for the collection of fees for participants of the various programs offered by the COA and then use those collected fees to pay the various Instructors of the programs.*

ARTICLE 25: ESTABLISHING LIMITS FOR THE VARIOUS REVOLVING FUNDS

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to amend the Revolving Fund Bylaw to add or delete any revolving account and/or to set the FY 2023 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2023 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Council on Aging Program Fund	\$50,000
Boat Excise Tax Fund	\$ 5,000
Transfer Station Glass	\$10,000
Senior Center Fitness Equipment	\$10,000

or take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *This Article sets the limit of annual spending for the various revolving funds authorized by previous Town Meeting vote and currently set forth in the Town's Bylaw for said purpose.*

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 11th Day of April in the year of our Lord Two Thousand Twenty-Two.

Rebecca H. Pine

Rebecca H. Pine, Chair

Alison S. Manugian

Alison S. Manugian, Vice Chair

Peter S. Cunningham

Peter S. Cunningham, Clerk

Joshua A. Degen

Joshua A. Degen, Member

John F. Reilly

John F. Reilly, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted