

# Select Board Meeting Packet

March 1, 2021

*This is the Select Board preliminary preparation information packet. The content of this package is subject to change between when it is released and the start of the Select Board meeting. Such changes will not be posted to the web site before the meeting. If you see an item or items in the preliminary preparation package that are important to you, please attend the meeting in person.*



# TOWN OF GROTON

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

## Select Board

Alison S. Manugian, *Chair*  
Joshua A. Degen, *Vice Chair*  
Rebecca H. Pine, *Clerk*  
John R. Giger, *Member*  
John F. Reilly, *Member*

**Town Manager**  
Mark W. Haddad

**SELECT BOARD MEETING  
MONDAY, MARCH 1, 2021  
AGENDA  
VIRTUAL MEETING  
BROADCAST ON ZOOM AND THE GROTON CHANNEL  
PURSUANT TO GOVERNOR'S EXECUTIVE ORDER  
CONCERNING THE OPEN MEETING LAW  
ZOOM MEETING ID: 819 3864 5496**

- 7:00 P.M.      **Announcements and Review Agenda for the Public**
- 7:05 P.M.      **Public Comment Period**
- I.      7:10 P.M.      **Town Manager's Report**
1. **Select Board's Agenda Schedule**
  2. **Address Any Changes in Emergency Protocols – Update on Town Action**
  3. **Review Any New Information from the Commonwealth**
  4. **Consider Ratifying Town Manager's Appointment of Jesse Johnson as a Truck Driver/Laborer for the Highway Department**
  5. **Consider Ratifying the Town Manager's Appointment of Jeremy Pierce as the Alternate Plumbing and Gas Inspector**
  6. **Consider Appointing Paul Fitzgerald to the Board of Registrars**
  7. **Review Available Real Estate Tax Exemptions**
  8. **Review First Draft of the 2021 Spring Town Meeting Warrant**
  9. **Update from Town Manager on FY 2022 Proposed Budget**
  10. **Update on Select Board Schedule through Town Meeting**
- II      7:15 P.M.      **Florence Roche Elementary School Construction Project Update**

### **OTHER BUSINESS**

#### **ON-GOING ISSUES – For Review and Informational Purposes**

- A. **Water Department – Manganese Issue – PFAS Issue**
- B. **Polystyrene Containers**
- C. **Green Communities Application and Implementation**
- D. **Florence Roche Elementary School Feasibility Study**

### **SELECT BOARD LIAISON REPORTS**

- III.      **Minutes:      Virtual Meeting of February 22, 2021**

### **ADJOURNMENT**

**Notes may be taken at any time during the meeting.** The listing of topics that the Chair reasonably anticipates will be discussed at the meeting is not intended as a guarantee of the topics that will be discussed. Not all topics listed may in fact be discussed, and other topics not listed may also be brought up for discussion to the extent permitted by law.



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**Town Manager**  
Mark W. Haddad

**To:** *Select Board*

**From:** *Mark W. Haddad – Town Manager*

**Subject:** *Weekly Report*

**Date:** *March 1, 2021*

1. In addition to the Town Manager's Report and a review of the On-going Issues List, there is one item scheduled on the Agenda. Members of the Florence Roche Elementary School Building Committee will be in to provide the Board with a Project Update. Enclosed with this report is a copy of the report they will be making.
2. As of the writing of this report, I have no new updates for the Board relative to Town action on the Pandemic. We continue to operate under the protocols approved by the Board last May. If necessary, I will have an update at Monday's meeting.
3. We continue to monitor the weekly health report issued by the Department of Public Health. Enclosed with this report is the latest report dated February 25, 2021. We continue to be a "yellow" community with 33 reported cases in the last two weeks with a 1.80% positivity rate. We are trending lower for the second straight week. We will continue to be diligent in our efforts to address the impact this pandemic has on our operations. I will have a further update for the Board at Monday's meeting.
4. I have appointed Jesse Johnson of Rindge, New Hampshire as a Truck Driver/Laborer for the Groton Highway Department. I would respectfully request that the Board consider ratifying this appointment at Monday's meeting.
5. At the request of Building Commissioner Bob Garside, I have appointed Jeremy Pierce as the Alternate Plumbing and Gas Inspector. I would respectfully request that the Board ratify this appointment at Monday's meeting.
6. Paul Martell has resigned from the Board of Registrars. He is now the Chair of the Republican Town Committee. As an officer of a town committee, he is ineligible to serve as a registrar. Since there are two Democrats on the Board of Registrars, this appointment has to be a Republican. The Republican Town Committee has nominated Paul Fitzgerald as Paul Martell's replacement. Paul Fitzgerald, if appointed, will serve the remainder of Paul Martell's term. I would respectfully request that the Board make this appointment at Monday's meeting. This term is set to expire on June 30, 2021. He will be up for reappointment in June when the Select Board makes their annual appointments.

**Select Board  
Weekly Report  
March 1, 2021  
page two**

7. In conjunction with the presentation by the Florence Roche Elementary School Building Committee at Monday's meeting, the Chair thought that this would also be a good time to review the various available Real Estate Tax Exemptions. Principal Assistant Assessor Megan Foster will be in to make this presentation to the Board. Attached to this report is a summary of the exemptions prepared by Megan. We can discuss this further at Monday's meeting.
8. As you are aware, the Warrant for the 2021 Spring Town Meeting closed on Friday, February 26, 2021. Enclosed with this report is the first draft of the Warrant. I would like to take a few minutes at Monday's meeting reviewing this draft with the Board. Please note that the Public Hearing on the Warrant is scheduled for March 15<sup>th</sup>.
9. As is our practice, I have set aside time on the Agenda to update the Board on any issues related to the Fiscal Year 2022 Proposed Operating Budget. As of the writing of this report, I have no specific update. I will provide the Board with any new information that may arise at Monday's meeting.
10. Please see the update to the Select Board's Meeting Schedule through Spring Town Meeting:

Monday, March 1, 2021	- Already Posted
Monday, March 8, 2021	-Transfer Station Fees Public Hearing - Review/Approve Update to Traffic Rules and Orders
Monday, March 15, 2021	-Public Hearing on the Warrant for Spring Town Meeting
Monday, March 22, 2021	-Follow-Up on Warrant Articles Public Hearing -Finalize FY 2022 Proposed Operating Budget
Monday, March 29, 2021	-Regularly Scheduled Meeting (Potential No Meeting)
Monday, April 5, 2021	-Regularly Scheduled Meeting
Monday, April 12, 2021	-Finalize Warrant for Spring Town Meeting
Monday, April 19, 2021	-No Meeting – (Patriot's Day Holiday)
Monday, April 26, 2021	-Final Spring Town Meeting Prep
Saturday, May 1, 2021	2021 Spring Town Meeting

MWH/rjb  
enclosures

# Current Design

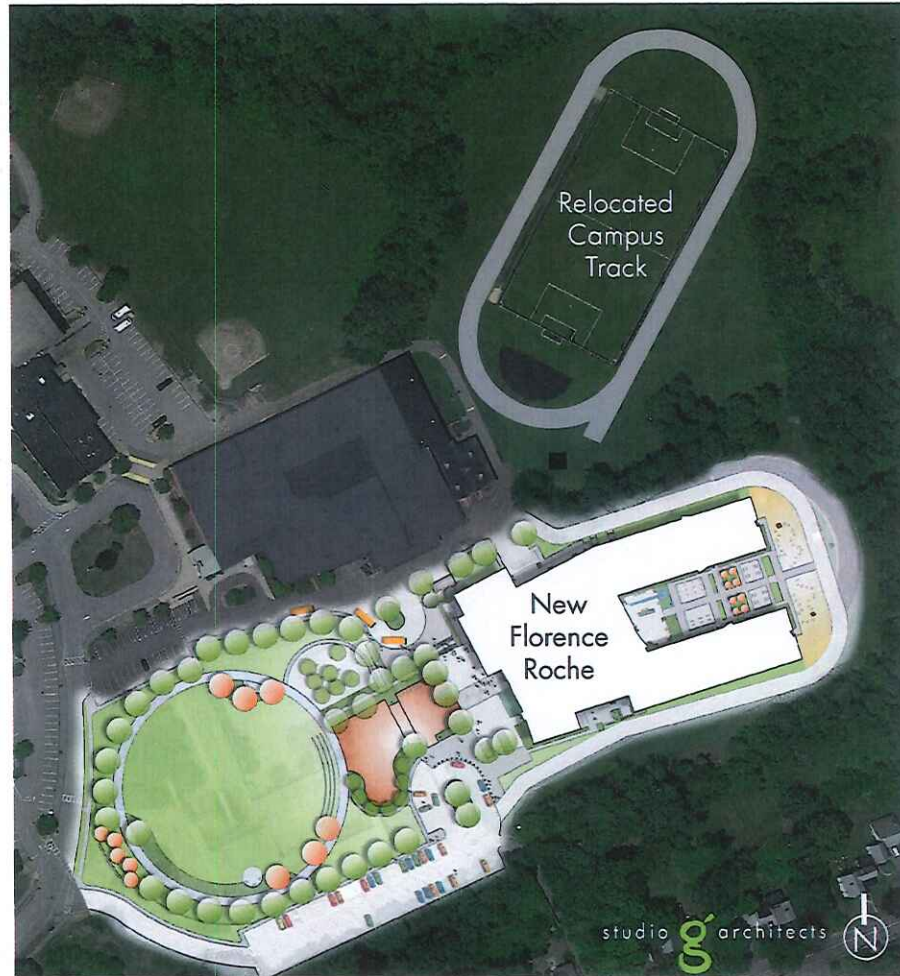


**Florence Roche Elementary School Project  
Groton–Dunstable Regional School District**

**March 1, 2021**



# Current Site Plan With Track



**Florence Roche Elementary School Project  
Groton-Dunstable Regional School District**

**March 1, 2021**



# Comparable Costs

## Elementary School Building

District/School [MSBA funded]	Enrollment	Gross SF	Assumed Start of Construction	Cost/SF - Building only *	% Higher [Lower] than Florence Roche
Danvers; Evan Smith Elementary School	465	82,728	Jan 2020	\$ 351	5%
Harvard; Hildreth Elementary School	445	85,214	Jun 2019	\$ 361	8%
Manchester Essex; Manchester Memorial Elementary School ***	335	77,102	Jun 2019	\$ 365	9%
Marblehead; Elbridge Gerry Elementary School	450	81,935	March 2020	\$ 351	5%
Westborough; Annie E Fales Elementary School	400	70,242	February 2020	\$ 423	21%
Acton Boxborough; Douglas CT	990	174,759	July 2020	\$ 377	11%
Rockland; Jefferson Elementary School	760	120,672	March 2021	\$ 360	7%
Springfield; Brightwood Elementary	800	150,500	August 2019	\$ 329	(-1%)
Shrewsbury; Beal Early Childhood Center	790	141,600	November 2019	\$ 341	2%
Springfield; Springfield Deberry Elementary School	800	155,900	June 2021	\$ 337	1%
Ashland; David Mindess Elementary	635	104,885	October 2021	\$ 364	8%
Groton; Florence Roche Elementary	645	109,855	May 2022	\$ 334	



# Comparable Costs

Renovating VS New Build

## Renovation (not MSBA eligible)

Florence Roche –  
70,000 SF  
\$38 Million

+

Swallow Union –  
70,000 SF  
\$24 Million  
Groton share based on 2035 date

**Total Groton Cost:  
\$62 Million**

## New Build

(after MSBA reimbursement)

Florence Roche –  
109,855 SF  
\$51.8 Million

**Total Groton Cost:  
\$51.8 Million**





# Comparable Costs

## Recent Groton Building Project

### The Groton Center Building Project

10,900 square feet - \$5.5 million

**\$504/per square feet (approximately – not including escalation)**

VS

### Florence Roche Elementary Building Project

109,855 square feet - \$51.8 million (including MSBA reimbursement)

**\$471/per square feet (approximately)**

Subject to DESE Accreditation & Building Code Requirements



# Tax Impact/ Debt Service\*

\* Data presented is based on current interest rates and are subject to change.  
 Data assumes short term borrowing for the first three years with a permanent  
 financing debt service in year four [2025].  
 Annual value will fluctuate based on the tax rate.

Total Authorization - <b>\$77.9M</b>
Anticipated Town Share - <b>\$51.8M</b>
Anticipated MSBA Share - <b>\$26.1M</b>

	Partial Tax Impact During Construction			Full Tax Impact
	FY2022	FY2023	FY2024	FY2025
Tax Rate*	\$ -	\$ 0.39	\$ 0.94	\$ 1.52
Annual Tax Impact Average Home**	\$ -	\$ 197.73	\$ 476.58	\$ 770.64

Average Cost for the Entire Project to Taxpayer: **\$64.22 per Month**  
 [based on average property valuation of \$507,000]



Florence Roche Elementary School Project  
 Groton-Dunstable Regional School District

March 1, 2021

# Questions

# GDRSD Community Communication

## Schedule & Activity

INFORMATIONAL ACTIVITY	OCCURRENCES	DATE/ RANGE
Project Flyer GELD Flyer	<i>1 billing cycle</i>	March 2021
GDRSD Barometer News Paper	<i>1 Edition</i>	April 2021
Poster Boards – Town & District Buildings	<i>10 Locations</i>	March-May 2021
GDRSD Building Committee Chair LTE	<i>3 Part Edition</i>	February-May 2021
Public Forums (Zoom)	<i>3 Scheduled</i>	March-May 2021
Florence Roche Walk Through Documentary	<i>4-6 Week Rotation</i>	April-May 2021
Groton Select Board Meeting	<i>1 meeting</i>	March 2021
Groton Finance Committee Meeting	<i>1 meeting</i>	March 2021
Community Leadership Individual Support LTE	<i>?</i>	April-May 2021



Florence Roche Elementary School Project  
Groton-Dunstable Regional School District

March 1, 2021

## Municipal Leadership Next Steps?

Increase efforts to educate our residents about tax relief programs?

Research & create additional tax relief programs for our seniors & income restricted families?

What else?





Massachusetts Department of Public Health COVID-19 Dashboard – Thursday, February 25, 2021

Count and Rate of Confirmed COVID-19 Cases and Tests Performed in MA by City/Town, January 1, 2020 – February 23, 2021

City/Town	Total Case Count	Case Count (Last 14 Days)	Average Daily Incidence Rate per 100,000 (Last 14 days) <sup>1</sup>	Relative Change in Case Counts <sup>2</sup>	Total Tests	Total Tests (Last 14 days)	Total Positive Tests (Last 14 days)	Percent Positivity (Last 14 days)	Change in Percent Positivity <sup>3</sup>
Freetown	810	45	35.5	Lower	12590	888	50	5.63%	Lower
Gardner	2050	68	24.4	Lower	32617	1888	77	4.08%	Lower
Georgetown	476	25	19.9	Lower	12419	841	29	3.45%	Lower
Gill	28	0	0	Lower	4125	225	0	0%	Lower
Gloucester	1560	81	20.4	Higher	40616	2793	89	3.19%	No Change
Goshen	22	<5	24.7	Lower	831	91	4	4.40%	Lower
Gosnold	5	0	0	No Change	123	1	0	0%	No Change
Grafton	968	36	12.8	Lower	32719	2319	38	1.64%	Lower
Granby	295	17	19.9	Lower	9699	693	21	3.03%	Lower
Granville	68	0	0	Lower	1751	101	0	0%	Lower
Great Barrington	383	6	6.4	Lower	22183	1795	8	0.45%	Lower
Greenfield	673	28	11.7	Higher	30229	2307	29	1.26%	Higher
Groton	393	26	15.9	Lower	21498	1836	33	1.80%	Lower
Groveland	407	6	6.3	Lower	9116	460	7	1.52%	Lower
Hadley	259	23	28.3	Higher	19366	1681	27	1.61%	No Change
Halifax	421	17	15.9	Lower	9129	554	20	3.61%	Lower
Hamilton	324	20	19.4	Higher	13161	1034	22	2.13%	Higher

Data are current as of 11:59pm on 02/23/2021; For populations <50,000, <5 cases are reported as such or suppressed for confidentiality purposes. <sup>1</sup> For the calculations used to delineate Grey, Green, Yellow, and Red, please see table on page 25. <sup>2</sup>Number of new cases occurring over the current two-week period (2/7/2021 – 2/20/2021) compared to the previous two-week period (1/31/2021– 02/13/2021). **Higher**=number of new cases in the current two-week period higher than the number of new cases during the last two-week period. **Lower**=number of new cases in the current two-week period lower than number of new cases during the last two-week period. **No change**=number of new cases in current two-week period is equal to the number of new cases during the last two-week period. <sup>3</sup>Change in percent positivity compared to the previous week's (2/18/2021) report. **No Change**= <0.10% difference in the percent positivity. DPH calculates rates per 100,000 population using denominators estimated by the University of Massachusetts Donahue Institute using a modified Hamilton-Perry model (Strate S, et al. Small Area Population Estimates for 2011 through 2020, report, Oct 2016.) As of 11/5/2020, the Massachusetts Department of Public Health is using the 2019 population estimates, the most current available data. **Please note:** Data for these tables are based on information available in the DPH surveillance database at a single point in time. Case counts for specific cities and towns change throughout the day as data cleaning occurs (removal of duplicate reports within the system) and new demographic information (assigning cases to their city or town of residence) is obtained.

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# TOWN OF GROTON

173 Main Street  
Groton, Massachusetts 01450  
978-448-1145

## Application for Employment

Please read before filling out this application

Thank you for your interest in employment with the Town of Groton. The Town of Groton is an Equal Opportunity/Affirmative Action Employer. The Town affords equal employment opportunity to all qualified persons regardless of race, color, religion, national origin, age, military status, veteran status, disability, sexual preference, or gender.

Date: 1-6-21

### PERSONAL INFORMATION

Name: Jesse Johnson

Address: 17 Towders Cove RD

City/Town: Bridge State: NH Zip Code: 03461

Telephone: \_\_\_\_\_

Cell phone: 978-790-6611

Email address: Jesse.James-79@msn.com

### GENERAL INFORMATION

Position applying for: Truck Driver / Laborer

Date available to start: \_\_\_\_\_

Are you available:  Full Time  Part Time  Temp until \_\_\_\_\_

Days  Evenings  Weekends  Year Round  Seasonal \_\_\_\_\_

Referral source:  Newspaper ad  Online ad  Walk-in

Bulletin board  School  Town website  Other

Name of source: Ben Zimmer

Are you over the age of 18?  Yes  No

Have you filed an application here before?  Yes  No If yes, give date 2015

Have you ever volunteered for the Town of Groton before?  Yes  No

Have you ever been employed here before?  Yes  No If yes, give date \_\_\_\_\_

Were you in the U.S. Armed Forces?  Yes  No

If yes, which branch? USMC Dates of service: From: 6/98 To: 9/03

**EDUCATION**

High School	<u>Montachusett Regional VOC Tech</u>	Circle Last Year Completed 1 2 3 <u>(4)</u>
Complete Address	<u>1050 Westminster St Fitchburg MA 01420</u>	
	Graduated <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Major Course <u>Machine Shop</u>
College	<u>East Coast Aero Tech</u>	Circle Last Year Completed 1 <u>(2)</u> 3 4
Major Course of Study	<u>Airframe / Power Plant mechanic</u>	
Complete Address	<u>Hanson A/F Base Haverhill MA</u>	
	Graduated <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Degree or Certificate Received <u>A&amp;P Certificate</u>
Other Schools or Specialized Training	<u>NETTS</u>	Circle Last Year Completed <u>(1)</u> 2 3 4
Major Course of Study	<u>CDLA Course</u>	
Complete Address		
	Graduated <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Degree or Certificate Received <u>CDLA</u>

Scholastic Honors, Scholarships, Etc. \_\_\_\_\_

Do you intend to continue your Education?  Yes  No

If yes, give details:  
Any specialty training to better my career

**EMPLOYMENT EXPERIENCE**

Complete all information in full. A resume may not be substituted but may be included as a supplement.

Begin with your most recent employment, including any present employment. Your present employer will not be contacted without your permission. You may include any verifiable work performed such as military service or volunteer activities. Any gaps in employment must be briefly explained.

Employer Name, Address, Phone: Ashby Highway Dept.  
92 Broad RD Ashby MA 01431

Job Title & Work Performed: Foreman All Highway Department  
Jobs and Duties to include mechanics

Supervisor: Steve Beauregard

Dates Employed: 11-15 to Present Scheduled hours per week: 4/0

Reason for Leaving: \_\_\_\_\_ May we contact?  Yes  No



Employer Name, Address, Phone: Ashby Highway Dept  
978-786-2272 92 Broad RD Ashby MA 01431

Job Title & Work Performed: Foreman All Jobs Related to  
Highway Department Duties

Supervisor: Steve Bearaguard

Dates Employed: 11/15 to Present Scheduled hours per week: 40

Reason for Leaving: \_\_\_\_\_ May we contact?  Yes  No

Employer Name, Address, Phone: Lammart Concrete Greenville NH  
603-878-1340

Job Title & Work Performed: Delivered Precast Concrete Products

Supervisor: Mike Lammart Scheduled hours per week: 40+

Dates Employed: 7/15 to 11-15

Reason for Leaving: move to a town job May we contact?  Yes  No

May we contact your present employer?  Immediately  After acceptance of employment

No If no, please explain: \_\_\_\_\_

**If you need additional space please attach an additional page.**



## TOWN OF GROTON

173 Main Street  
Groton, Massachusetts 01450-1237  
Tel: (978) 448-1109  
Fax: (978) 448-1113

Office of:  
**Building Commissioner**  
**Zoning Enforcement Officer**

To: Town Manager/Selectboard

From: Building and Zoning Dept

RE: New Alternate Plumbing and Gas Inspector

In accordance with my duties as Building Commissioner, I would like to recommend the replacement of our current Alternate Plumbing and Gas Inspector, Mr John Templeton, with a new appointee, Mr Jeremy Pierce.

I have attached Mr Pierce's Letter of Qualifications for your review and approval.

I would at this time recommend to the Board that Mr John Templeton be replaced with Mr Jeremy Pierce as the Alternate Plumbing and Gas Inspector for the Town of Groton

Thank you for your cooperation in this matter

Robert Garside, C.B.O.  
Building Commissioner/Zoning Enforcement Officer



Jeremy Pierce  
9 Pleasant St  
Leominster, MA 01453

2/17/21

*Reference:* Alternate Plumbing & Gas Inspector – Town of Groton, MA

To Whom It May Concern,

This letter is in response to the available position for the Alternate Plumbing & Gas Inspector for the Town of Groton, MA. I would like to be considered for this opportunity.

I have served as the Plumbing & Gas Inspector for the Town of Princeton, MA since 2009 and the Town of Shirley, MA since 2015. I have enjoyed the responsibility and exposure these opportunities bring to me. I have also been the Alternate Plumbing & Gas Inspector for the Towns of Sterling, Bolton and Leominster – while a minor amount of work comes from these towns, I appreciate the experience that I'm gaining from these appointments. I look forward to the possibility of assisting the town of Groton in meeting their needs as the Plumbing & Gas Inspector.

I have been licensed as a plumber for over 20 years and have stayed up to date on all of my continuing education requirements for inspectors in the state of Massachusetts.

If you have any questions, please feel free to call me on my cell at 978-342-2726.

Sincerely,

Jeremy Pierce

**FY 2021 Available Exemptions - Filing Period 11/1/2020 to 4/1/2021 \***

**Veterans – (Clauses 22, 22 A-E)** Must have at least a 10% disability, be the surviving spouse of a qualified veteran or been awarded the Purple Heart. The veteran must have been a resident of Massachusetts for at least one year before entering the service and must occupy the property as his domicile on July 1 of that year and possesses sufficient ownership interest in the property. Evidence of ownership, occupancy and certification of a service connected disability from the Veteran's Administration must be presented at time of application. Veterans with a 100% disability must submit a disability letter each year.

The exemption must be applied for annually. The filing period is November 1-April 1. The exemption amounts range from **\$800.00** to a full tax exemption depending upon the disability and qualifying clause. There are no income or asset limits.

**Blind Person – (Clause 37A)** The applicant must provide annual verification of blindness from the Massachusetts Commission of the Blind via his/her attending physician. The applicant must own and occupy the property as of July 1 of the tax year. The exemption must be applied for annually. The filing period is November 1- April 1. The exemption is **\$1,000**. There are no income or asset limits.

**CPA- (Ch. 44B)** The total amount of the CPA Surcharge (Community Preservation Act) is abated. The applicant must meet income limits, depending on age and own the subject property as of January 1 of the preceding year. There are no asset limits. The exemption must be applied for annually. The filing period is November 1 – April 1. Please see separate CPA abatement sheet.

**Senior Work Off\* – (Ch. 59S)** Reduces property tax of senior in exchange for volunteer service to the town. Applicants must be 60 years of age, and applicant must own and occupy property as of July 1. Currently, the maximum exemption is **\$700.00/year**. The filing period is every October. Preference given to seniors demonstrating financial hardship.

**Elderly/Surviving Spouse Exemption- (Clause 17E)** the amount of the exemption is **\$350.00**. Elderly applicants must be 70 years of age. Surviving spouses or minors do not have an age requirement. There are no income limits, but total assets cannot exceed **\$40,000**. The applicant must own and occupy the property as of July 1 of the tax year. The exemption must be applied for annually. The filing period is November 1 – April 1.

**Elderly Exemption- (Clause -41C)** The amount of the exemption is **\$1,000.00**. Applicants must be 70 years of age. Income can't exceed **\$20,000 single; \$30,000 married**. Assets can't exceed **\$40,000 single; \$55,000 married**. The applicant must own and occupy the property as of July 1 of the tax year. The exemption must be applied for annually. The filing period is November 1 – April 1.

**Senior Deferral- (Clause 41A)** Defers payment of property taxes at 8% interest until house is sold or senior dies. Applicant must be 65 years of age and own and occupy property as of July 1 of the tax year. **Gross income can't exceed \$40,000**. No asset limits. Must apply annually. The filing period is November 1 – April 1.

**Warrant, Summary, and Recommendations**

**TOWN OF GROTON**



**2021 SPRING TOWN MEETING**

**Groton-Dunstable Middle School Track  
342 Main Street, Groton, Massachusetts 01450**

**Beginning Saturday, May 1, 2021 @ 10:00 AM**

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**

***THE BUDGET HANDOUT FOR ARTICLE 4 IS AVAILABLE  
IN THE BACK OF THE WARRANT***

## **Pandemic Safety Procedures for Town Meeting**

Due to the pandemic, the Spring Town Meeting will be held outdoors on the field behind the Florence Roche Elementary School. Voters and non-voters attending the meeting are asked to follow these procedures:

- Attendees should wear masks, even while speaking, and observe social distancing whenever possible.
- Keep at least 6-feet of distance from others while in the voter check-in line.
- Voters should arrive early, check-in, receive a voter card, and proceed directly to a seat.
- A cart will be available for anyone who needs assistance moving from the parking lot to the field.
- Single and household-pair seating will be six or more feet apart and should not be moved. Attendees may bring their own chairs.
- Children may accompany parents who are asked to bring a seat for the child. Families with two or more children are asked to provide their own chairs.
- Voters will speak from their seats when called on by the moderator. Wireless microphones will be brought by an usher and sanitized between uses.
- Voting will be by raised voter card and not by voice.
- Anyone unable to wear a mask may sit in a reserved section with a dedicated microphone.
- At the end of the meeting, voters are asked to observe social distancing while exiting the field.

**Rain Date:** In the event of inclement weather, the Town Meeting will be held the following day, May 2<sup>nd</sup> at 1 p.m. in the same location. If the Town Moderator postpones the meeting, notice will be made on the town website, posted in three public places, and through news and social media.

Please direct questions regarding the meeting procedures to Jason Kauppi, Town Moderator, at [moderator@townofgroton.org](mailto:moderator@townofgroton.org) or call 978-391-4506.



## **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.

**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 in the Middle School South adjacent to the Middle School Track.

**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. However, the van will depart the school at 10 PM regardless of the status of the meeting. 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  
MAY 1, 2021**

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 Track in said Town on Monday, the first day of May, 2021 at Ten O'clock in the morning, to consider all business other than the election of Town Officers and on the twenty-fifth day of May, 2021 at an adjourned session thereof to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for One	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 One	Park Commission	3 Years
Vote for One	Park Commission	2 Years
Vote for Three	Planning Board	3 Years
Vote for One	Town Clerk	3 Years
Vote for One	Town Moderator	3 Years
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Trustees of the Groton Public Library	2 Years
Vote for One	Water Commission	3 Years
Vote for One	Groton Housing Authority	3 Years

**QUESTION 1:**

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the purpose of funding the design and construction of a new kindergarten through fourth grade elementary school with an approximate square footage of 109,855 square feet located at 342 Main Street in Groton, Massachusetts, inclusive of abatement and demolition of the existing school structures on said property, new parking lots, relocation and construction of the existing track, various other site improvements, and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_



**ARTICLE LISTINGS**

<b>Article 1:</b>	Hear Reports	
<b>Article 2:</b>	Elected Officials Compensation	
<b>Article 3:</b>	Wage and Classification Schedule	
<b>Article 4:</b>	Fiscal Year 2022 Annual Operating Budget	
<b>Article 5:</b>	Appropriate FY 2022 Contribution to the OPEB Trust Fund	
<b>Article 6:</b>	Fiscal Year 2022 Capital Budget	
<b>Article 7:</b>	CPA Project Funding for Replacing Middle School Track	
<b>Article 8:</b>	Florence Roche Elementary School Construction	
<b>Article 9:</b>	Engineering Funds – Whitney Pond Treatment Facility	
<b>Article 10:</b>	Engineering Funds – Whitney Pond Well #3	
<b>Article 11:</b>	Purchase Conservation Restriction	
<b>Article 12:</b>	Extend Groton Center Sewer District	
<b>Article 13:</b>	Community Preservation Funding Accounts	
<b>Article 14:</b>	Community Preservation Funding Recommendations	
<b>Article 15:</b>	Grant Easement for Sewer Connection – 227 Boston Road	
<b>Article 16:</b>	Amend Zoning Bylaw – Floodplain District Regulations	
<b>Article 17:</b>	Amend Zoning Bylaw – Medical Marijuana	
<b>Article 18:</b>	Amend Zoning Bylaw – Clarifications	
<b>Article 19:</b>	Transfer Tax Title Land to Groton Housing Authority	
<b>Article 20:</b>	Bylaw Prohibiting Polystyrene Containers	
<b>Article 21:</b>	Citizens’ Petition – Transfer Control of Land	
<b>Article 22:</b>	Current Year Line-Item Transfers	
<b>Article 23:</b>	Appropriate Funding to Offset Snow and Ice Deficit	
<b>Article 24:</b>	Transfer Within the Water Enterprise Fund	
<b>Article 25:</b>	Transfer Within the Sewer Enterprise Fund	
<b>Article 26:</b>	Transfer Within Four Corner Sewer Enterprise Fund	
<b>Article 27:</b>	Transfer Within Cable Enterprise Fund	
<b>Article 28:</b>	Prior Year Bills	
<b>Article 29:</b>	Authorization to Transfer Money from Free Cash	
<b>Article 30:</b>	Authorization to Transfer Money from Free Cash	
<b>Article 31:</b>	Debt Service for Surrenden Farm	
<b>Article 32:</b>	Assessors’ Quinquennial Certification	
<b>Article 33:</b>	Establishing Limits for Various Revolving Funds	
<b>Article 34:</b>	Accept Law Increasing Real Estate Tax Exemptions	
<b>Article 35:</b>	Accept Provisions of M.G.L., c.59, §5, Clause 22F	
	Budget Report of the Town Manager and Finance Committee to Town Meeting	
	Appendix A – Fiscal Year 2022 Proposed Operating Budget	
	Appendix B – Fiscal Year 2022 Wage and Classification Schedule	

**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.*

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**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 shall receive a salary of \$90,853 in FY 2022 and the Moderator shall receive a salary of \$65 in FY 2022.*

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**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2022 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 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 not receive a cost-of-living adjustment in Fiscal Year 2022.*

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**ARTICLE 4: FISCAL YEAR 2022 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 (2022), 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 31<sup>st</sup>; 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.*

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**ARTICLE 5: APPROPRIATE FY 2022 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 2022, the anticipated amount necessary for this purpose is estimated to be \$177,094. This Article will seek an appropriation of \$177,094 from Free Cash to add to the OPEB Liability Trust Fund.*

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**ARTICLE 6: FISCAL YEAR 2022 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 2022 Capital Budget, or to take another other action relative thereto.

**TOWN MANAGER**

**Summary:** *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2022:*

**Item #1 – Engine 1 Refurbishment \$225,000 Fire/EMS**

**Summary:** *Engine 1 is a truck that is currently in good condition thus making it a prime candidate for a refurbishment to extend its life. Due to its level of use, the refurbishment would be best served earlier than with other apparatus to minimize corrosion caused by salt and other weather. This apparatus would be well served to undergo a refurbishment to extend its life in the FY2022 timeframe. Proactive refurbishment before major issues occur can save significant money on major unexpected repairs and lengthen the life of the truck.*

**Select Board:  
Finance Committee:**

**Item #2 – Dump Truck \$40,000 Highway**

**Summary:** *This vehicle will be a scheduled replacement of a front-line truck responsible for plowing and sanding as well as normal construction duties. The anticipated cost of replacement of this truck is \$185,000. It is proposed that the Town borrow the funds through State House notes and pay off the debt over five years.*

**Select Board:  
Finance Committee:**

**Item #3 – 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 2022, 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 #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 our municipal building infrastructure. In FY 2022, these funds will be used to perform brick pointing on town hall by the back door as well at Legion Hall.*

**Select Board:  
Finance Committee:**

**Item #5 – Tractor Trailer Unit                                    \$40,000                                    Transfer Station**

**Summary:** *At the 2018 Spring Town Meeting, the Meeting authorized the acquisition of a new Tractor Trailer Unit for the Transfer Station by borrowing the necessary funds (\$160,000) through the Commonwealth's State House Notes method and pay off the debt over four years. This will be the final payment for the Unit.*

**Select Board:  
Finance Committee:**

**Item #6 – Reconstruct Library Parking Lot                    \$45,000                                    Library**

**Summary:** *The parking lot behind the library has been patched and repaired, but in FY 2022 it will be 23 years old. It is worn, tired, cracking, not draining water properly, and becoming uneven in spots. It will need a full and complete reconstruction.*

**Select Board:  
Finance Committee:**

**Item #7 – 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 #8 – Golf Carts     \$25,000     Country Club**

**Summary:** *Seven years ago, we replaced the fleet of twenty-five golf carts with new 2012 Club Car DS gas powered carts using a five-year lease to purchase agreement at an annual cost of approximately \$25,000. Beginning in FY 2022, the Club will need to replace the Carts in the same manner.*

**Item #9 – Cart Path/Tee Box Repairs                      \$10,000                      Country Club**

**Summary:**    *This funding will be used to extend the Cart Path from the fourth hole green to the fifth hole forward tee. In addition, it will pay for repairs the second hole tee box.*

**Item #10 – Country Club Roof                      \$50,000                      Town Facilities**

**Summary:**    *This is a needed replacement of the roof on the main building. The Tavern Building's roof was repaired four years ago. The back of the main building is in reasonable shape, but the front of the building is need of replacement.*

**Select Board:**  
**Finance Committee:**

**Item #11 – Police Cruiser                      \$100,000                      Police Department**

**Summary:**    *Purchase of two police cruisers and related equipment for replacement of 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:**

**TOWN MANAGER**

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**ARTICLE 7:                      CPA RECOMMENDATION – MIDDLE 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, 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:**

**Summary:** *The sitework expenses associated with the Florence Roche School project campus track relocation are not eligible for reimbursement through the Massachusetts School Building Authority (MSBA). Approval of this Article will authorize the track relocation expenses to be paid for with Community Preservation Funds. These funds include an annual state match to local dollars; construction costs for residents will be reduced by over half a million dollars. Relocation of the track will only occur if the Florence Roche Elementary School Project is approved at Town Meeting and at the Ballot.*

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**ARTICLE 8: FLORENCE ROCHE ELEMENTARY SCHOOL CONSTRUCTION**

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of Florence Roche Elementary School Building Committee, for the design and construction of a new kindergarten through fourth grade elementary school with an approximate square footage of 109,855 square feet located at 342 Main Street in Groton, Massachusetts, inclusive of abatement and demolition of the existing school structures on said property, new parking lots, relocation and construction of the existing track, various other site improvements, and all other costs incidental and related thereto, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-three and thirty-nine hundredths percent (53.39%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or to take any other action relative thereto.

**FLORENCE ROCHE SCHOOL BUILDING COMMITTEE**

**Select Board:**  
**Finance Committee:**

**Summary:** *An extensive Feasibility Study of K-4 education of Groton students has determined that the most cost effective and educationally beneficially solution is to rebuild the Florence Roche Elementary School on the current parcel. The relocation of the Middle School Track is an incidental cost to the Florence Roche Elementary School Building Project. As outlined in the GDRSD Regional Agreement, capital expenses are assessed to each member town based on the five-year rolling enrollment average per building. Because no Dunstable students have attended Florence Roche in recent years the cost of the Florence Roche Elementary School construction is the sole responsibility of the Town of Groton. Approval of this Article allows for short-term borrowing of funds for construction. The Massachusetts School Building Authority (MSBA) reimbursements will be made during the construction phase. Approval of this Article allows for long term consolidation of borrowed funds once construction has been completed; which is estimated to be in 2025. As stated in the Article, a Debt Exclusion of Proposition 2½ at the Annual Town Election will also be required.*

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**ARTICLE 9: ENGINEERING FUNDS – WHITNEY POND TREATMENT FACILITY**

To see if the Town will vote to authorize the Groton Board of Selectman on behalf of the Board of Water Commissioners 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 Board of Water Commissioners, for the Engineering Design Services and Owners Project Manager Services related to the Whitney Pond Water Treatment Facility in Fiscal Year 2021, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**  
**Water Commissioners:**

**Summary:** *This article allows the Board of Water Commissioners to expend the sum of \$\_\_\_\_,\_\_\_\_, to be raised through water rates, for the Design Engineering Services and the Owners Project Manager services related to the new Manganese Treatment Facility at the Whitney Pond Well Site.*

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**ARTICLE 10: ENGINEERING FUNDS – WHITNEY POND WELL #3**

To see if the Town will vote to authorize the Groton Board of Selectman on behalf of the Board of Water Commissioners 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 Board of Water Commissioners, for the Engineering Design Services and Owners Project Manager Services related to the new Whitney Pond Well #3, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**  
**Water Commissioners:**

**Summary:** *This article allows the Board of Water Commissioners to expend funds, to be raised through water rates, for the Design Engineering Services and the Owners Project Manager services related to the new source well at the Whitney Pond Well Field (Whitney Pond Well #3).*

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**ARTICLE 11: PURCHASE CONSERVATION RESTRICTION**

To see if the Town will vote to Authorize the Select Board, on behalf of the Board of Water Commissioners, to purchase a Conservation Restriction on a parcel of land identified as Map 128 Lot 3-0 for purposes of the Water Commissioners controlling and/or owning the Zone I as identified under 310 CMR 22.00, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**  
**Board of Water Commissioners:**

**Summary:** *This article is for the purchase of a Conservation Restriction of approximately XXX (X) acre of land associated with proposed future Whitney Pond Well #3. This Department of Environmental Protection requirement is needed in order to secure the entire 400' radius around municipal drinking water well head known as the Zone I as identified under 310 CMR 22.00.*

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**ARTICLE 12: EXTEND GROTON 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 109, Lot 43-0 (108 Pleasant Street) but only for the exclusive use of 108 Pleasant Street, 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:**  
**Sewer Commissioners:**

**Summary:** *This article requests authorization from the Town Meeting to expand the Center Sewer District to include 108 Pleasant Street, Groton. This article, if approved, will provide Sewer Capacity for the exclusive use of 108 Pleasant Street.*

**ARTICLE 13: 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:	\$
Open Space Reserve:	\$
Historic Resource Reserve:	\$
Community Housing Reserve:	\$
Unallocated Reserve:	\$

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 to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2022. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

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**ARTICLE 14: 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 2022, 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: Maintenance and Mausoleum Restoration \$65,000**

**Summary:** *The Groton Cemetery Association is requesting \$65,000 in CPA funds to repair and restore both the Maintenance Building and the Mausoleum located at the Groton Cemetery.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal B: Field and Recreation Feasibility Study \$120,000**

**Summary:** *The Park Commission is requesting \$120,000 in CPA funds to carry out a Feasibility Study that would include Cow Pond Fields, Waitowicz Field, and Cutler Memorial Field, to determine that they are providing maximum and safe playing surfaces on their acreage while correcting the issue of parking and travel on their properties.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal C: Non-Point Sources of Pollution \$43,000**

**Summary:** *As part of the continuation of the Lost Lake/Knops Pond Long-Term Lake Management Plan, the Great Pond Advisory Committee and the Groton Lakes Association is seeking \$43,000 in CPA funds to complete a major component of this plan namely the dataset identifying the non-point sources of pollution entering Lost Lake and the development of a mitigation plan to correct these problems.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal D: Site Assessment Study \$150,000**

**Summary:** *The Affordable Housing Trust is requesting \$150,000 in CPA funds to further explore the development of low-income housing tax credit (LIHTC) rental housing. As these projects typically yield about 50 units of housing and are rental projects, the total unit count and not just the subset of affordable units would be added to the Town's Subsidized Housing Inventory. The Surrenden Farm Reserve Parcel (SFRP) is town-owned and was purchased with CPC funds. While most of Surrenden Farm was set aside from open space, the Reserve Parcel was allowed to retain development potential and community housing is one of the allowed uses of parcel. Therefore, the Trust intends to continue its exploration of the site using some of the requested CPC funds.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal E: Squannacook River Rail Trail**

**\$30,000**

**Summary:** *Squannacook Greenways is requesting \$30,000 in CPA funds for construction of the Squannacook River Rail Trail (SRRT) from the Bertozzi Wildlife Management Area to the northern Crosswinds Drive crossing for a total distance of .65 miles. The construction of the entire SRRT is being conducted in phases due to environmental requirements which limit construction activity to a period of between November 15<sup>th</sup> and March 15<sup>th</sup>. Squannacook Greenways is also relying on DCR Trails grants to underwrite a large portion of construction costs and has been the successful recipient in the last two rounds of grant cycles. Squannacook Greenways will be applying for a DCR MassTrails grant for FY 2022 and will be relying on CPA funds as the local match requirement. If successful, it is their intention to commence construction in November, 2022.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal F: Duck Pond Restoration, Phase 2**

**\$20,000**

**Summary:** *The Great Pond Advisory Committee is requesting \$20,000 in CPA funds to help with the continuation of the restoration and preservation work completed during Phase 1 of the previously approved Duck Pond Restoration project. Phase 2 of this project that is currently being proposed will provide three years of funds for electricity to operate the Compressor (8 months / year), three water quality tests per year, periodic muck-depth measurements ("polling"), and a written final report.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal G: Housing Coordinator**

**\$51,617**

**Summary:** *This application is requesting \$51,617 in CPA funding from the Community Housing category to fund the wages and benefits of the Housing Coordinator position (25-hours/week).*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal H: Groton Dunstable Field Restoration Plan \$234,080**

**Summary:** *The Groton Dunstable Regional School Committee is requesting \$234,080 in CPA funds to use towards the renovations of the GDRHS Stadium Field and GDRHS Softball Field. After assessing the conditions of the 25 acres of athletic fields in the district, these were found to be two of the three filed restoration projects that have been identified as needing to be completed in order for the fields to be considered safe and usable for the student athletes and community usage. This project will include total replacement and restoration of the stadium high school natural turf field and resolve tree overgrowth at the high school softball field to address the wet field preventing the use of the field.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal I: Conservation Fund FY 2022 \$350,000**

**Summary:** *The Conservation Commission is requesting \$350,000 in CPA funds to be added to the Town's Conservation Fund to help preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. The Conservation Fund allows the Town to move quickly in the event a priority parcel becomes available. In the past, the Conservation Fund has been used to purchase Conservation Restrictions, Agricultural Preservation Restrictions, and fee ownership of conservation land in the Town. The Commission's goal is to maintain an amount between \$750,000 and \$1,000,000 in the Conservation Fund. As of the December 1, 2020 the Conservation Fund balance is \$320,129.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal J: Multi-Use Recreational Courts \$170,184**

**Summary:** *Friends of Groton Pickleball is requesting \$170,184 in CPA funds to help fund the restoration project at the Groton Country Club that will create new multi-use recreational courts, consisting of 8 pickleball courts, 1 tennis court and adding a half basketball court.*

**Select Board:**  
**Finance Committee:**  
**Community Preservation Committee:**

**CPC Proposal K: Original Interior Skylight Restoration**

**\$3,000**

**Summary:** *The Groton Public Library is requesting \$3,000 in CPA funds to restore and fortify the original piece of the building fabric that is part of the library's original interior skylight.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**COMMUNITY PRESERVATION COMMITTEE**

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**ARTICLE 15: GRANT EASEMENT FOR SEWER CONNECTION – 227 BOSTON ROAD**

To see if the Town will vote to authorize the Select Board to grant an easement to Christine R. and Kevin J. Lindemer, and their successors and assigns, for the purpose of placing and maintaining a subsurface sewage disposal line to service 227 Boston Road below existing grade surface and under the surface of Town owned property under the control of the Select Board located at 94 Lovers Lane, shown on Assessors Map 115, Parcel 34, Recorded Deed Book 20265, Page 302 at the South Middlesex Registry of Deeds, as shown on the plan on file with the Office of the Town Clerk, on terms and conditions deemed by the Select Board to be in the best interest of the Town, or to take any other action relative thereto.

**SELECT BOARD**

**Select Board:**

**Finance Committee:**

**Summary:**

**ARTICLE 16: AMEND ZONING BYLAW – FLOODPLAIN DISTRICT REGULATIONS**

To see if the Town will vote to amend the Zoning By-laws by deleting Section 218-7.1 Floodplain District Regulations in its entirety and inserting the following in its place.

§ 218-7.1 Floodplain Overlay District Regulations.

A. **Purpose:** The purpose of the Floodplain Overlay district is to:

Ensure public safety through reducing the threats to life and personal injury

- (1) Eliminate new hazards to emergency response officials
- (2) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
- (3) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
- (4) Eliminate costs associated with the response and cleanup of flooding condition
- (5) Reduce damage to public and private property resulting from flooding waters

B. **Definitions:** The following terms and definitions apply to the administration and enforcement of the Floodplain Overlay District:

**DEVELOPMENT** means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

**FLOOD BOUNDARY AND FLOODWAY MAP** means an official map of a community issued by FEMA that depicts, based on detailed analyses, the boundaries of the 100-year and 500-year floods and the 100-year floodway. (For maps done in 1987 and later, the floodway designation is included on the FIRM.)

**FLOOD HAZARD BOUNDARY MAP (FHBM.)** An official map of a community issued by the Federal Insurance Administrator, where the boundaries of the flood and related erosion areas having special hazards have been designated as Zone A or E. [US Code of Federal Regulations, Title 44, Part 59]

**FLOODWAY.** The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

**FUNCTIONALLY DEPENDENT USE** means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

**HIGHEST ADJACENT GRADE** means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

**HISTORIC STRUCTURE** means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
  - (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
  - (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
  - (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
    - (1) By an approved state program as determined by the Secretary of the Interior or
    - (2) Directly by the Secretary of the Interior in states without approved programs.
- [US Code of Federal Regulations, Title 44, Part 59]

**NEW CONSTRUCTION.** Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]

**RECREATIONAL VEHICLE** means a vehicle which is:

- (a) Built on a single chassis;
  - (b) 400 square feet or less when measured at the largest horizontal projection;
  - (c) Designed to be self-propelled or permanently towable by a light duty truck; and
  - (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
- [US Code of Federal Regulations, Title 44, Part 59]

**REGULATORY FLOODWAY - see FLOODWAY.**

**SPECIAL FLOOD HAZARD AREA.** The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH, V, VO, VE or V1-30. [Base Code, Chapter 2, Section 202]

**START OF CONSTRUCTION.** The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not



occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

**STRUCTURE** means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

**SUBSTANTIAL REPAIR OF A FOUNDATION.** When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

**VARIANCE** means a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

**VIOLATION** means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

C. The Floodplain District is herein established as an overlay district.

- (1) The District includes all special flood hazard areas within the Town of Groton designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town of Groton are panel numbers 25017C0068E, 25017C0069E, 25017C0087E, 25017C0088E, 25017C0089E, 25017C0091E, 25017C0093E, 25017C0094E, 25017C0113E, 25017C0182E, 25017C0184E, 25017C0201E, 25017C0202E, 25017C0203E, 25017C0204E, 25017C0206E, 25017C0207E, 25017C0208E, 25017C0209E, 25017C0226E and 25017C0228E dated June 4, 2010. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated June 4, 2010. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Building Commissioner. These maps, as well as the accompanying Flood Insurance Study, are incorporated herein by reference.
- (2) In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures

to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

D. Applicability. The following requirements apply in the Floodplain District:

- (1) Abrogation and greater restriction. The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.
- (2) Disclaimer of liability. The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection
- (3) The Town of Groton hereby designates the position of Building Commissioner to be the official floodplain administrator for the Town.

E. Development Regulations

- (1) No building or structure shall be erected in the one-hundred-year floodplain designated as Zones A and Zone A and AE on the Flood Insurance Rate Map.
- (2) Floodway encroachment. In Zones A, A1-30, and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge. In Zones A1-30 and AE, along watercourses that have a regulatory floodway designated on the Town's/City's FIRM or Flood Boundary & Floodway Map (choose map which delineates floodways for your community) encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- (3) A building permit is required for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.
- (4) The Town of Groton's Land Use Department Development Notice of Intent review process includes the use of a checklist of all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits and must submit the completed checklist demonstrating that all necessary permits have been acquired.
- (5) All subdivision proposals and development proposals in the floodplain overlay district shall be reviewed to assure that:
  - (a) Such proposals minimize flood damage.
  - (b) Public utilities and facilities are located & constructed so as to minimize flood damage.
  - (c) Adequate drainage is provided.
  - (d) When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.
- (6) Base flood elevation data for subdivision proposals. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide

technical data to determine base flood elevations for each developable parcel shown on the design plans.

- (7) AO and AH zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.
- (8) Recreational vehicles\_\_In A1-30, AH, AE Zones, V1-30, VE, and V Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

F. Variances,

- (1) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result
- (2) Variances to the requirements of this section shall conform to the requirements of Massachusetts General laws Chapter 40 A, Section 10 and Section 218-2.4B. (2) of this By-law
- (3) Variances shall only be issued upon a determination the variance is the minimum necessary, considering the flood hazard, to afford relief.

or to take any other action relative thereto.

**PLANNING BOARD**

**Select Board:**

**Finance Committee:**

**Planning Board:**

**Summary:** *The purpose of this article is to update Floodplain District Regulations and incorporate required language from FEMA and DCR.*

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**ARTICLE 17: AMEND ZONING BYLAW – MEDICAL MARIJUANA**

To see if the Town will vote to amend the Zoning Bylaw as follows:

1. Amend Section 218-5.2 Schedule of Use Regulations by deleting the following titled rows in their entirety and renumber subsequent Sections accordingly:  
  
"96 Registered medical marijuana dispensary, up to 25,000 square feet gross floor area, see § 218-10.4"  
"97 Off-site registered medical marijuana dispensary, up to 2,500 square feet gross floor area, see § 218-10.4"
2. Amend Section 218-3 Definitions by deleting the following definitions:

**OFF-SITE REGISTERED MEDICAL MARIJUANA DISPENSARY (ORMMD)**

A registered medical marijuana dispensary that is located off site from the cultivation/processing facility (and controlled and operated by the same registered and approved not-for-profit entity which operates an affiliated RMMD) but which serves only to dispense the processed marijuana, related supplies and educational materials to registered qualifying patients or their personal caregivers in accordance with the provisions of 105 CMR 725.00.

**[Added 4-24-2017 ATM, Art. 22]**

**REGISTERED MEDICAL MARIJUANA DISPENSARY (RMMD)**

A not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.100, and pursuant to all other applicable state laws and regulations, also to be known as a "medical marijuana treatment center," that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. A RMMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

**[Added 4-24-2017 ATM, Art. 22]**

or to take any other action relative thereto.

**PLANNING BOARD**

- Select Board:**
- Finance Committee:**
- Planning Board:**

**Summary:** *The purpose of this Article is to delete obsolete references to registered medical marijuana dispensaries in the Zoning By-Law Table of Uses and Definitions. The land use permitting for Medical Marijuana became absorbed into Non-Medical Marijuana following the adoption of MGL 94G. The deletion of the references to Registered Medical Marijuana Dispensaries will eliminate future regulatory confusion and conflict over retail marijuana sales.*

---

**ARTICLE 18: AMEND ZONING BYLAW – CLARIFICATIONS**

To see if the Town will vote to amend the Zoning Bylaw as follows:

Amend Section 218-9.4 Attached Accessory Apartment by deleting the word "Attached" so it reads as follows: "Section 218-9.4 Accessory Apartment"

or to take any other action relative thereto.

**PLANNING BOARD**

- Select Board:**
- Finance Committee:**
- Planning Board:**

**Summary:** *The purpose of this Article is to make cleanup and clarify various sections of the Zoning Bylaw.*

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**ARTICLE 19: TRANSFER TAX TITLE LAND TO GROTON HOUSING AUTHORITY**

To see if the Town will vote to transfer the title, jurisdiction, custody and control of Parcel 227 – 135 (Groton Assessors Map 227 and Parcel 135) from the Groton Tax Collector to the Groton Select Board for general municipal purposes, and further to authorize the Groton Select Board in turn to transfer such title, jurisdiction, custody and control of said Parcel to the Groton Housing Authority for use as Groton Housing Authority owned and operated housing on such terms deemed advisable by said Select Board, provided, however, that such title, jurisdiction, custody and control of said Parcel so conveyed shall be subject to reversion to the Town of Groton Select Board in the event that the housing use for which the conveyance is being made is not commenced by the Groton Housing Authority within a five year period from the date of conveyance, or to take any other action related thereto.

**TOWN MANAGER**

**Select Board:  
Finance Committee:**

**Summary:** *This property was originally owned by the North Middlesex Mutual Aid Association and used as a training site for Firefighter training. In 2012, after going unused for many years, the Town took title to it through Tax Title Possession. This article would transfer title to the Groton Housing Authority, whose goal it would be to construct Senior Affordable Rental Housing for Groton Citizens. This transfer will help us to address the needs for affordable housing in Groton and continue our policies and strategies to meet the needs of our Seniors.*

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**ARTICLE 20: BYLAW PROHIBITING USE OF POLYSTYRENE CONTAINERS**

**(PLACEHOLDER)**

**BOARD OF HEALTH**

**Select Board:  
Finance Committee:**

**Summary:**

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**ARTICLE 21: CITIZENS' PETITION - TRANSFER CONTROL OF LAND**

To see if the Town will vote to amend the vote taken under Article 1 of the April 24, 2006 Special Town Meeting that authorized a fee interest in 14 acres, more or less, of land to be owned by the Town and managed and controlled by the Board of Selectmen for all uses allowed by statute under the Community Preservation Act, said parcel located in the southwest corner of Lot 7 as shown on a Plan of Land entitled Community Preservation Act Acquisition by the Town of Groton, Massachusetts, prepared by Beals Associates, Inc. and dated April 21, 2006, and transfer said control to the Conservation Commission for open space and recreation purposes, or to take any other action relative thereto.

**CITIZENS' PETITION**

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Nathan Shapiro	133 Shirley Road	Melanie O'Leary	21 Old Orchard Road
Mark Martel	10 Whiting Avenue	Dan O'Leary	21 Old Orchard Road
Ken Kolodzies	44 Farmers Row	Joshua Stark	9 Old Orchard Road
John Smigelski	150 Mill Street	Erin Stark	9 Old Orchard Road
Laurie Smigelski	150 Mill Street	Stacey Vow	43 Joy Lane

**Select Board:**  
**Finance Committee:**

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article:

**ARTICLES 22 THROUGH 35 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER ARTICLE 32.**

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**ARTICLE 22: CURRENT YEAR LINE-ITEM TRANSFERS**

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2021 budget, or to take any other action relative thereto.

**SELECT BOARD**

**Select Board:**  
**Finance Committee:**

**Summary:** *To transfer money within the Fiscal Year 2021 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

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**ARTICLE 23: 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 2021 Snow and Ice Budget, as approved under Article 4 of the 2020 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 Fiscal Year 2021.*

---

**ARTICLE 24: 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 2021 Water Department Operating Budget, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**  
**Water Commissioners:**

**Summary:** *This article will request a transfer of funds from Water Surplus to help fund the Fiscal Year 2021 Water Department's Operational Expenses. More information will be provided at Town Meeting to explain any transfer requested under this article.*

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**ARTICLE 25: 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 2021 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**  
**Sewer Commission:**

**Summary:** *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2021 Center Sewer Budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

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**ARTICLE 26: 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 2021 Four Corners Sewer Enterprise Department budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**  
**Sewer Commission:**

**Summary:** *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2021 Four Corners Sewer Budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

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**ARTICLE 27: 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 2021 Cable Enterprise Department budget, or to take any other action relative thereto.

**CABLE ADVISORY COMMITTEE**

**Select Board:**  
**Finance Committee:**  
**Cable Advisory Committee:**

**Summary:** *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2021 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

---

**ARTICLE 28: 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.*

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**ARTICLE 29: AUTHORIZATION TO TRANSFER MONEY FROM FREE CASH**

To see if the Town will vote to transfer the sum of \$71.92 from Free Cash to offset a deficit balance in the FY20, 911 EMD Grant and furthermore, to see if the Town will vote to transfer the sum of \$167.16 from Free Cash to offset a deficit balance in the FY20 911 Training Grant. The total to be charged to Free Cash for this purpose is \$239.08, or to take any other action relative thereto.

**TOWN ACCOUNTANT**

**Select Board:**  
**Finance Committee:**

**Summary:** *The Commonwealth of Massachusetts routinely awards the Town of Groton grant money to be used for 911 Dispatch operations. These are reimbursable grants; the award is not forwarded to the Town until after the expense has been made. In regards to the grants noted above, the Commonwealth disallowed a small portion of the Town's reimbursement request after the vendors had been paid. These deficits must be cleared to close out these accounts for Fiscal Year 2021 year end.*

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**ARTICLE 30: AUTHORIZATION TO TRANSFER MONEY FROM FREE CASH:**

To see if the Town will vote to transfer the sum of \$1,861.04 from Free Cash to offset a deficit balance in the Fire Details Agency Account, or to take any other action relative thereto.

**TOWN ACCOUNTANT**

**Select Board:  
Finance Committee:**

**Summary:** *Town of Groton Fire Fighters routinely work private details when construction projects in Town involve blasting activities. These officers are compensated for their time through the Town's payroll, and the vendor requesting the detail is billed to recover those funds. Occasionally, one of these vendors is unable to pay for the service provided (for instance in the event of a business failure) and after attempts to work with that vendor prove unsuccessful, the receivable is judged uncollectible and must be written off.*

---

**ARTICLE 31: DEBT SERVICE FOR SURRENDEN FARMS**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2022 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Select Board:  
Finance Committee:  
Community Preservation Committee:**

**Summary:** *This article appropriates the debt payments for the Surrenden Farm Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2022 is \$. To fund this \$ would be paid from the Open Space Reserve and \$ would be paid from the Unallocated Reserve.*

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**ARTICLE 32: ASSESSORS QUINQUENNIAL CERTIFICATION**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, to be expended by the Board of Assessors, for the purpose of completing the five-year full certification program necessary to achieve full and fair cash value in accordance with the requirements of G.L. c. 40, § 56 and c. 58, §§1, 1A and 3 and the Massachusetts Department of Revenue, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

**Select Board:**  
**Finance Committee:**

**Summary:** *Assessors in every city and town are responsible for developing a Revaluation program to completely analyze and revalue all property within its borders every year. Revaluation annually, is required under Massachusetts law and is regulated by the Massachusetts Department of Revenue's Bureau of Local Assessment (BLA). The rationale for revaluation is to always maintain property at fair market or fair cash value to ensure equity for all classes of property. Every fifth year the Massachusetts Department of Revenue requires a full certification with BLA oversight. The Assessors are seeking \$29,200 to cover the cost of for appraisal services of Real Property to be conducted by Vision Government Solutions.*

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**ARTICLE 33: 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 2022 spending limits for the various revolving funds as follows:

<b>Program or Purpose</b>	<b>FY 2022 Spending Limit</b>
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
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.*

---

**ARTICLE 34: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTIONS**

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 22F, 22G, 37, 37A, 41, 41B, 41C, 41C½, 42, 43, 56 or 57 of G.L. c. 59, §5, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

**Select Board:**  
**Finance Committee:**

**Summary:** *This article is geared toward 70+ seniors, surviving spouses (widows/widowers), legally blind persons and veterans with service-connected disabilities. It would increase the exemption under state statute up to 100% of the exemption. These state exemption programs all have different eligibility requirements (inquire within the Assessor's office for specific eligibility requirements) in order to receive the specific exemption and are designed to help the neediest within our community to continue to remain in their homes by helping to relieve some of the property tax burden.*

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**ARTICLE 35: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5, CLAUSE 22F**

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, §5, clause 22F last paragraph, which, for clauses 22, 22A, 22B, 22C, 22D, 22E and 22F of section 5, allows the Town to reduce from five consecutive years to one year the residency requirement for, making certain veterans and their surviving spouses or parents, to be eligible for the property tax exemptions of said clauses 22 through 22F under Massachusetts General Laws, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

**Select Board:**  
**Finance Committee:**

**Summary:** *M.G.L.Ch. 59, s.5, clause Twenty-Second F, Last Paragraph. Notwithstanding this section, in any city or town which accepts this clause, the exemptions available pursuant to clauses Twenty-second, Twenty-second A, Twenty-second B, Twenty-second C, Twenty-second D, Twenty-second E and Twenty-second F may be granted to otherwise eligible persons who have resided in the commonwealth for 1 year prior to the date of filing for exemptions pursuant to the applicable clause.*

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## **Moderator's Consent Agenda to Save Time at Town Meeting**

To save time at Town Meeting, the Moderator will use a procedure known as a consent agenda. It is the bundling of non-controversial articles into a single motion to be voted on by Town Meeting. Routinely used in other towns, the consent agenda can save time by not requiring a main motion, a second, an explanation and a vote on every routine article to which there is no objection or question.

### **What Articles Are Included**

The consent agenda will generally consist of regular housekeeping articles unanimously supported by the Select Board and Finance Committee. The warrant identifies which articles are proposed for the consent agenda. If the articles in the consent agenda changes prior to Town Meeting but after the printing of the warrant, voters will be advised at Town Meeting.

### **How Consent Agendas Work**

When the meeting reaches the first article to be included in the consent agenda, the moderator will explain the process. The moderator will read the title of every article included in the consent agenda. He will pause after each article to allow any voter who has a question on the article to loudly state, "hold."

The held article will be set aside for individual consideration apart from the consent agenda. The voter who holds an article will be asked to identify him- or herself and be prepared to speak to the article later in the meeting.

After the meeting agrees on which articles to include in the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every article included in the consent agenda will either pass or fail depending on the majority vote.

The articles held from the consent agenda will then be taken up individually in the order in which they appear in the warrant.

### **What Voters Need to Do**

Town Meeting voters should review in advance the articles in the consent agenda and be ready to state which article(s) they wish to hold for individual consideration

*Any voter with questions about Town Meeting procedure may call Town Moderator Jason Kauppi at (978) 391-4506 or email him at [moderator@townofgroton.org](mailto:moderator@townofgroton.org).*

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 12<sup>th</sup> Day of April in the year of our Lord Two Thousand Twenty-One.

Alison S. Manugian

Alison S. Manugian, Chair

Joshua A. Degen

Joshua A. Degen, Vice Chair

Rebecca H. Pine

Rebecca H. Pine, Clerk

John R. Giger

John R. Giger, 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

**SELECT BOARD MEETING MINUTES  
VIRTUAL MEETING  
MONDAY, FEBRUARY 22, 2021  
UN-APPROVED**

**SB Members Virtually Present:** Alison S. Manugian, Chair; Joshua A. Degen, Vice Chair; Rebecca H. Pine, Clerk; John R. Giger, Member; John F. Reilly, Member

**Also Virtually Present:** Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant; Melisa Doig, HR Director; Patricia Dufresne, Town Accountant; Hannah Moller, Assistant Tax Collector/Treasurer; Michael Hartnett, Tax Collector/Treasurer; Megan Foster, Principal Assistant Assessor; Michael Hartnett, Tax Collector/Treasurer; Michael Bouchard, Town Clerk

Ms. Manugian called the meeting to order at 7:00pm and reviewed the agenda.

**ANNOUNCEMENTS**

Mr. Haddad said that he brought an easement release to the Board for Tarbell School a few weeks ago. He said that the neighborhood had reached out and wanted to see the Town keep the easement. Mr. Haddad said he was withdrawing his request and thanked the Board for suggesting that he reach out to the abutters. Mr. Giger questioned the liability with not maintaining the easement property. Mr. Haddad said he could look into that.

Ms. Manugian said that effective March, there would be no COVID vaccines available to through the Board of Health.

Mr. Haddad said that the Board rejected a liquor license request for 9 West Main Street a couple of weeks ago adding that the applicant had appealed the decision to the ABCC. He said that a hearing would be scheduled and would provide more information as soon as they received it. Mr. Giger suggested that they take pictures in advance of the hearing in order to represent themselves. Ms. Pine said that a number of the abutters had questions about the hearing process. She said she consulted with Town Counsel and learned that no one had answers for the abutters as it was too early in the appeal process.

**TOWN MANAGER'S REPORT**

1. Mr. Haddad said that there were no updates to COVID action taken by the Town. He said that Groton was still a yellow community adding they went down this week to a 1.97% positivity rate. He said that if they went back to Green this week, he would recommend that they open back up to the public the following week. The Board was agreeable to this plan. Ms. Manugian said she was also amenable to opening up a few days a week should the employees feel more comfortable with that.
2. Mr. Haddad said that the Diversity Task Force was recommending that the Select Board appoint Gordon Candow to fill the vacancy on the Task Force representing the ADA. He said that Officer Candow had children with disabilities and thought that coupled with the fact he was an officer in Town made him a great addition to this committee.

*Ms. Pine moved to appoint Gordon Candow to the Diversity Task Force. Mr. Degen seconded the motion with a term to expire June 30, 2021. Roll Call: Pine-aye; Manugian-aye; Degen-aye; Reilly-aye; Giger-aye*

3. Mr. Haddad said that the Invasive Species Committee was recommending that the Board appoint Charlotte Weigel to fill a vacancy on the Committee. Mr. Giger asked what her experience was. Mr. Degen said that Charlotte was an avid gardener that lived on a piece of property that was surrounded by invasive species. He said that she had done a tremendous amount of research on this and on eradicating the weeds herself.

*Ms. Manugian moved to appoint Charlotte Weigel to the Invasive Species Committee through June 30, 2021. Ms. Pine seconded the motion. Roll Call: Roll Call: Pine-aye; Manugian-aye; Reilly-aye; Giger-aye; Degen abstain.*

4. Mr. Haddad said that Kevin Lindemer of Boston Road had approached him about placing an article on the Spring Town Meeting Warrant that would grant Mr. Lindemer an easement through the Groton Country Club to connect to the Town Sewer. He said that a couple of years ago, the Town Meeting voted to include Mr. Lindemer's property on Boston Road in the Center Sewer District. Mr. Haddad said that after a review of the various options to connect, Mr. Lindemer would like to pursue this option.

Mr. Frank McPartlan from Dillis and Roy Design Group said that they had been working on this plan for a while now. He said that they were seeking an easement to go under the Country Club from Boston Road to a new home that Mr. Lindemer would like to build. Mr. McPartlan said that it would be a 25ft wide utility easement. He said that the Town's sewer line ended across the street from Johnson's. He said that no excavation would be required. He said that they were experiencing difficulty permitting this with MassDOT and why they were needing to explore other avenues. He said that work access would be limited to when the course wasn't being used.

Ms. Pine asked what installing this trenchless meant. Mr. McPartlan said that an auger would be used to dig this trench underground. He said that the contractor had enough equipment and confidence in their equipment to do this in one shot. Ms. Pine asked what their timing looked like. Mr. Lindemer said if Town Meeting approved this, they would need to wait until the Fall to find a good time to complete this so as to not interfere with golf. Ms. Manugian asked why this couldn't be done within the right of way. Mr. McPartlan said that it was because it was a private line. Ms. Manugian asked if any of this was in wetlands. Mr. Lindemer said that they had a wetland survey done. He said that the wetland was solely on his property and not on the golf course property. Mr. Giger said that he believed that Mr. Lindemer was given general support for this approach some time ago. He said he was concerned about putting an access point across from Pediatrics West adding the piece of the golf course was already spongy there. Mr. McPartlan said that if that was too much of a concern, they could pull that off the plan. Mr. Lindemer said he preferred the access point be located on his property also. Mr. Degen asked how many permanent feet the easement was for. Mr. McPartlan said it was 370 feet plus or minus. Mr. Degen said that Ms. Manugian brought up a good point concerning if they were to ever develop that land. Mr. Degen asked if Mr. Lindemer was offering to purchase this easement. Mr. Lindemer said he was not. Mr. Degen said he thought this would open pandoras box for other homeowners. Ms. Manugian said she agreed. She said there was a reason DOT was not comfortable with such a lengthy extension for private use. Mr. Lindemer said that DOT had a set of rules regardless of how long. Mr. Haddad said that there would be legal costs associated with this and didn't want to see the taxpayers have to bear the costs associated with this and thought it should be borne by the applicant. Mr. Lindemer said he fully expected he would bear that cost. Ms. Pine said that she was not as concerned about others asking for this same treatment and didn't think it was unusual for property to be sold with an easement on it. She asked to hear what the Sewer Commission had to say about this. Mr. Bouchard said that this was the most detail he had seen as a Sewer Commissioner. He said that this was a private line and were expecting that all costs be borne by the applicant. Mr. Lindemer said that Mr. Delaney and the Sewer Commission had been great in working to answer all questions either side had.

Ms. Pine asked why this needed to go to Town Meeting. Mr. Haddad said that the Select Board could not approve an easement adding it required Town Meeting approval. Mr. Degen asked if this had been done in this community or other communities. Mr. Haddad said he wasn't aware of any in Groton but would have to research that. Ms. Pine said she hadn't heard a reason to not include this on the warrant. Mr. Degen said he needed to hear how this had been handled in other communities. Ms. Manugian said that an easement would typically come with a dollar value and wanted to understand that also. Mr. Haddad said that the Board would need to authorize the addition of this on the warrant to which Town Meeting would vote to authorize the Select Board to enter into an easement.

Mr. Giger questioned how this was different from Indian Hill extending the line to their property. Mr. Degen said that the difference was others along the way to Indian Hill had the opportunity to tie in where in this case it was for a single private use. Ms. Pine said it sounded like the ability to extend the existing line to Mr. Lindemer's property. Mr. Lindemer said that they would have to dig a trench and put in a larger line. He said



that the easement approach would be all underground and a smaller line. He said it was the least intrusive, cost effective means for doing this. Mr. Degen asked if there was sewer up Skyfield Drive. Mr. Gmeiner said that it did not extend up Skyfield. Mr. Gmeiner said he would like to see this be limited to Mr. Lindemer's property.

Mr. Haddad said that the question before the Board was whether or not they would allow an article added to the Warrant. Mr. Haddad said that Mr. Lindemer was prepared to bring this forward by citizen's petition if the Board did not vote to add it to the warrant.

*Ms. Pine moved that they authorize the Town Manager to work with Mr. Lindemer to draft an article to be include on the warrant for Spring Town Meeting. Mr. Giger seconded the motion. Mr. Haddad asked that all legal costs for the easement be borne by the applicant. Ms. Pine accepted the wording addition.*

Mr. Giger said that there would be no cost to the Town for this. Ms. Pine said this vote allowed it to be added to the warrant. Ms. Manugian said there was too much information unknown and was uncomfortable moving this forward. Mr. Reilly said he didn't have a problem bringing this forward to the Town but agreed there was some value to be discussed further here. Ms. Pine said that gathering more information was a good idea and could be something they end up not supporting at Town Meeting.

*Roll Call: Manugian-no; Degen-no; Pine-aye; Reilly-aye; Giger-aye*

5. Mr. Haddad said that a couple of things had happened since he presented the proposed budget. He said that there was no change in the levy capacity and excluded debt. He said that there was an increase in the Governor's budget and decided to carry that number. He said that the free cash number was going up because they didn't need to set aside free cash for GDRSD capital. There was enough in the GDRSD capital stabilization fund. Mr. Haddad said that based on union negotiations, he had updated those amounts. Mr. Haddad said that the overall budget was reduced by \$238,709 since presented in January. He said that they were now \$132,968 under the levy limit.

Ms. Pine asked if this allowed them to add anything back into the budget. Ms. Manugian said that the GDRSD numbers were still estimates at this point and was based on the assumption the District would not needing additional PPE and remote learning in the Fall. Mr. Haddad said that Dunstable would need to come up with an additional \$70K to meet the needs and was predicated on this. Mr. Haddad said that should any money become available, he had 4 priorities that he would like to see filled. He said that their insurance budget was going to be short by \$40K because of 4 major losses over the last three years putting their use over 200%. He said if there was \$90K left (\$70K for salary and \$20K for insurance) after adding to the insurance budget, he would like to fill the patrolman position. Ms. Pine said that this was all dependent on the Governor's budget coming in where its estimated. Mr. Haddad said the Governor's budget had always been right around what was presented by the Governor.

Ms. Manugian said this was good information and liked how it was laid out. Mr. Haddad thanked Mr. Robertson for all his help with this over the weekend.

6. Mr. Haddad reviewed the Board's schedule for the next few meetings.
7. Mr. Haddad said that the Select Board met during Executive Session earlier to discuss the Fire Union negotiations. Mr. Haddad said that they had agreed to a one-year contract, a 1.5% one-time cash payment, a \$500 COVID stipend, and some wording changes. Mr. Haddad asked the Board to consider ratifying the contract.

*Mr. Degen moved to ratify as presented and discussed earlier this evening. Ms. Pine seconded the motion. Roll Call: Pine-aye; Degen-aye; Giger-aye; Reilly-aye; Manugian-aye*

Ms. Pine said they felt that because the Firefighters were put into a unique situation of having to go into COVID infected home and ride in ambulances with COVID patients, that they were putting themselves at more risk than anyone. Mr. Robertson said that these agreements were good for both the employees and the Town and thought everyone worked well as a team to get this done. He said that this came out as good as they could expect from a financial perspective. Ms. Manugian thanked everyone also.

Mr. Degen left the meeting at 8:31pm.

**OTHER BUSINESS**

Ms. Manugian said she compiled a list of committees as was one of their goals. She said she made a list of those that required further discussion. She wasn't sure if they could eliminate any of these committees. She asked what other information folks wanted to see. Ms. Pine said there were some committees that were actually statutorily required but were some she wasn't sure what they did, if they operated still, etc.

**MINUTES**

*Ms. Pine moved that they approve the amended minutes of February 8, 2021. Mr. Reilly seconded the motion. Roll Call: Pine-aye; Manugian-aye; Reilly-aye; Giger-aye*

Ms. Manugian adjourned the meeting at 8:43pm.

Approved: \_\_\_\_\_  
Rebecca H. Pine, Clerk

\_\_\_\_\_ respectfully submitted:  
Dawn Dunbar, Executive Assistant

Date Approved: