



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

Select Board

Peter S. Cunningham
John F. Reilly
Alison S. Manugian
Rebecca H. Pine
Matthew F. Pisani

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, APRIL 29, 2024
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- 6:00 P.M. Annual Reorganization of the Select Board – Per Select Board Operational Policy, Town Manager Calls Meeting to Order and Calls for Nominations for Chair
- 6:05 P.M. Announcements and Review Agenda for the Public
- 6:06 P.M. Public Comment Period #1
- I. 6:10 P.M. Town Manager's Report
1. Update from Town Manager on Fire Chief Search
 2. FY 2024 Third Quarter Financial Update
 3. Update on FY 2024 Select Board Goals
 4. FY 2025 Budget Update
 5. Update on Select Board Schedule End of Fiscal Year
- II. 6:15 P.M. Items for Select Board Consideration and Action
1. Consider Appointing Kimberly Kuliesis to the Conservation Commission
 2. Consider Approving Letter of Support for Devens Enterprise Commission's (DEC) proposal for a 604(b) Water Quality Management Grant
 3. Approve and Issue the Warrant for the May 18, 2024 Special Town Meeting

OTHER BUSINESS

ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed

- A. PFAS Issue
- B. Green Communities Application and Implementation
- C. Florence Roche Elementary School Construction Project
- D. PILOTS

SELECT BOARD LIAISON REPORTS

- III. Public Comment Period #2
- IV. Minutes: Regularly Scheduled Meeting of April 22, 2024

ADJOURNMENT

Votes 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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To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Agenda Update/Report*

Date: *April 29, 2024*

TOWN MANAGER'S REPORT

This will be the meeting that the Board conducts its Annual Reorganization. To that end and per Board policy, the Town Manager will call the meeting to order and accept nominations for Chair. Once the new Chair is selected, a Vice Chair and Clerk will need to be chosen. Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is nothing specifically scheduled on Monday's Agenda.

1. As I stated at last week's meeting, since the Charter does not allow for an Interim Appointment of Fire Chief, I have immediately begun the Search for a Permanent Fire Chief. We have advertised the position in the MMA Beacon, Lowell Sun, Groton Herald, Facebook, Fire Chief's Association Newsletter and the Town website. We have set May 17th as the deadline to apply. I have formed a Search Committee to assist me in reviewing resumes and conducting initial interviews. The Search Committee will be made up of the following individuals:

Jason Kauppi, Michael Luth, Bud Robertson, Connie Sartini, Brian Callahan, Jeremy Januskiewicz, and Raquel Majeski

I am in the process of assembling a "Chiefs Panel" that will consist of three local Fire Chiefs, who will conduct a second round of interviews after the Search Committee narrows the field. Department Heads will also interview finalists. We have hired BadgeQuest to conduct the Assessment Center for the Board. I am hoping that the Board will conduct your interviews on June 24th. We can discuss this all in more detail at Monday's meeting.

2. Enclosed with this Report is the Fiscal Year 2024 Third Quarter Financial Report. I would like to spend some time at Monday's meeting reviewing this with the Board. Assistant Director of Finance Patricia DuFresne will attend the meeting to answer any questions you may have.
3. As is our practice when reviewing the Financial Report, the Board reviews the status of the current year's Goals and Objectives. Enclosed with this Report is a copy of the goals with the most recent update. I would like to take a few moments at Monday's meeting reviewing the status with the Board.

Select Board
Weekly Agenda Update/Report
April 29, 2024
page two

4. The Finance Committee has approved the Proposed FY 2025 Town Operating Budget with the revised Groton Dunstable Regional School District Assessment and Proposed Operating Grant of \$619,000. They approved the Municipal Budget at \$17,271,660, an increase of \$381,271 or 2.26%. The Total Fiscal Year 2025 Operating Budget is \$51,067,297, an increase of \$1,656,975, or 3.35%.
5. Please see the update to the Select Board’s Meeting schedule through the end of the Fiscal Year.

Monday, May 6, 2024	-Regularly Scheduled Meeting
Tuesday, May 14, 2024	-Regularly Scheduled Meeting (Virtual Meeting)
Saturday, May 18, 2024	-Potential Date for Special Town Meeting
Monday, May 20, 2024	-Regularly Scheduled Meeting
Monday, May 27, 2024	-No Meeting – Memorial Day Holiday
Monday, June 3, 2024	-Regularly Scheduled Meeting
Monday, June 10, 2024	-Regularly scheduled Meeting
Monday, June 17, 2024	-No Meeting
Monday, June 24, 2024	-Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Conservation Commission is recommending that the Board appoint Kimberly Kuliesis to the Conservation Commission to fill the vacancy caused by the resignation of Eileen McHugh. The term will end on June 30, 2025. I would respectfully request that the Board consider making this appointment at Monday’s meeting.
2. Please find attached to this Report a proposed letter of support for the Devens Enterprise Commission’s proposal for a Water Quality Management Grant. I would respectfully request that the Board approve this letter and authorize me to sign it.
3. Enclosed with this Report is the Warrant for the May 18, 2024 Special Town Meeting. I would like to take a few minutes reviewing the Warrant with the Board. If acceptable after the review, I would respectfully request that the Board vote to approve and issue the Warrant for the Special Town Meeting. We can discuss this in more detail at Monday’s meeting.

MWH/rjb
enclosures

Town of Groton
General Fund Statement of Revenues & Expenditures
March 31, 2024

	Current Budget FY24	July - Mar Actual FY24	Variance to FY24 Budget	3rd Qtr % of Budget	Final FY23 Budget	July - June Actual FY23	July - Mar Actual FY23	3rd Qtr to FY23 Budget	3rd Qtr % of Budget	% of Budget Change
Revenue										
State Aid (Lottery/Exempts)	1,116,143	807,887	(308,256)	72.38%	1,077,749	1,052,175	889,318	(188,431)	82.52%	87.71%
Motor Vehicle/Boat Excise	1,820,583	1,551,006	(269,577)	85.19%	1,778,290	1,929,500	1,425,209	(353,081)	80.14%	106.30%
Local Option Meals Tax	247,000	205,744	(41,256)	83.30%	250,000	242,074	194,231	(55,769)	77.69%	107.22%
Local Option Room Occupancy Tax	150,000	166,720	16,720	111.15%	100,000	174,676	151,328	51,328	151.33%	73.45%
Marijuana Revenue	150,000	5,016	(144,984)	3.34%	0	0	0	0		
Penalties and Interest on Taxes	110,000	91,491	(18,509)	83.17%	110,000	180,735	96,484	(13,516)	87.71%	94.82%
Payments in Lieu of Taxes	346,500	208,000	(138,500)	60.03%	300,000	340,705	208,275	(91,725)	69.43%	86.46%
Groton Hill Music Ticket Fee	25,000	43,508	18,508	174.03%	0	21,148	8,156	8,156		
Other Charges for Service (Dunst)	99,000	101,922	2,922	102.95%	90,000	93,523	93,323	3,323	103.69%	99.29%
Country Club Revenue	700,000	468,910	(231,090)	66.99%	605,267	794,369	450,849	(154,418)	74.49%	89.93%
Fees (incl Van vouchers)	392,000	296,953	(95,047)	75.75%	385,446	420,806	306,630	(78,816)	79.55%	95.22%
Rentals (Cell Towers)	40,000	49,069	9,069	122.67%	32,000	81,409	65,580	33,580	204.94%	59.86%
Other Departmental Revenue	800,000	681,073	(118,927)	85.13%	775,000	834,488	559,038	(215,962)	72.13%	118.02%
Licenses and Permits	429,300	410,575	(18,725)	95.64%	315,681	800,579	630,200	314,519	199.63%	47.91%
Fines and Forfeits	10,000	8,758	(1,242)	87.58%	10,000	11,786	9,788	(212)	97.88%	89.48%
Investment Income	100,000	1,268,216	1,168,216	1268.22%	50,000	421,136	242,929	192,929	485.86%	261.03%
Misc Recurring (LRTA/Public Safety)	75,000	82,217	7,217	109.62%	6,936	111,611	36,722	29,786	529.44%	20.70%
Misc (WC Reimb, Auction & Other)	3,000	21,387	18,387	712.90%	0	58,574	0	0		
Enterprise Allocation for Indirects	336,486	271,788	(64,698)	80.77%	291,664	291,583	218,828	(72,836)	75.03%	107.65%
Real Estate and Personal Prop	41,322,045	30,404,440	(10,917,605)	73.58%	39,160,747	39,116,511	28,551,812	(10,608,935)	72.91%	100.92%
Total Revenue	48,272,057	37,144,680	(11,127,377)	76.95%	45,338,780	46,977,388	34,138,700	(11,200,080)	75.30%	102.19%
Expenditures (Operating Expenses)										
General Government	2,880,264	2,022,492	857,772	70.22%	2,765,909	2,514,781	1,998,160	767,749	72.24%	97.20%
Public Safety General Fund**	4,772,597	3,313,938	1,458,659	69.44%	4,785,213	4,699,055	3,391,919	1,393,294	70.88%	97.97%
Department of Public Works	2,351,495	1,749,215	602,280	74.39%	2,511,616	2,426,749	1,855,323	656,293	73.87%	100.70%
Culture, Rec, & Citizen's Svcs	1,955,370	1,396,085	559,285	71.40%	1,979,752	1,943,220	1,422,477	557,275	71.85%	99.37%
Employee Benefits and Other*	4,745,663	4,128,938	616,725	87.00%	4,550,683	4,526,877	4,192,702	357,961	92.13%	94.43%
Total Operating Expenses	16,705,389	12,610,668	4,094,721	75.49%	16,593,153	16,110,682	12,860,581	3,732,572	77.51%	97.39%
Expenditures (Non -Operating Exp.)										
Special Articles Voted for Current Yr	563,742	275,294	288,448	48.83%	997,120	448,721	206,183	790,937	20.68%	236.12%
PY Articles/Enc(SeeUse of Enc Below)	896,127	405,175	490,952	45.21%	652,820	352,774	248,879	403,941	38.12%	118.60%
Education	27,718,371	20,971,983	6,746,388	75.66%	26,189,285	26,189,285	19,844,473	6,344,812	75.77%	99.85%
Debt Service	4,588,613	1,837,130	2,751,483	40.04%	3,618,172	3,614,162	3,072,248	545,924	84.91%	47.16%
Intergovernmental (State Offsets)	98,662	73,996	24,666	75.00%	95,249	95,249	71,437	23,812	75.00%	100.00%
Total Non - Operating Expenses	33,865,515	23,563,578	10,301,937	69.58%	31,552,646	30,700,191	23,443,220	8,109,426	74.30%	93.65%
Excess (Deficiency) Before OFS&U	(2,298,847)	970,434	3,269,281	-42.21%	(2,807,019)	166,515	(2,165,101)	641,918	77.13%	-54.73%
Other Financing Sources										
Transfers from Other Funds	1,119,500	1,013,549	(105,951)	90.54%	1,904,250	1,904,250	1,474,250	(430,000)	77.42%	116.95%
Use of Avail. Funds: Encumbrances	896,127	405,175	(490,952)	45.21%	652,820	352,774	248,879	(403,941)	38.12%	118.60%
Avail. Funds: F. C./Overlay Surplus	861,737	861,737	0	100.00%	804,705	724,048	804,705	0	100.00%	100.00%
Total OFS	2,877,364	2,280,461	(596,903)	79.26%	3,361,775	2,981,072	2,527,834	833,941	75.19%	105.41%
Other Financing Uses										
Overlay & Deficits to be Raised	180,567	180,567	0	100.00%	229,560	229,560	229,560	0	100.00%	100.00%
Transfers to Other Funds	397,950	270,174	127,776	67.89%	325,196	325,196	288,196	37,000	88.62%	76.61%
Total OFU	578,517	450,741	127,776	77.91%	554,756	554,756	517,756	37,000	93.33%	83.48%
Excess (Deficiency) Incl. OFS&U	0	2,800,154	2,800,154		0	2,592,831	(155,023)	(155,023)		

**\$332,689 = Dispatch Grants Awarded for FY24; \$135,467 offset to Dispatch Budget thru 3/31/24

**\$245,373 = Dispatch Grants Awarded for FY23, \$94,097 offset to Dispatch Budget thru 3/31/23

Town of Groton
General Fund Statement of Revenues & Expenditures
March 31, 2024

	<i>Current</i> <i>Budget FY24</i>	<i>July - Mar</i> <i>Actual FY24</i>	<i>Variance</i> <i>to FY24 Budget</i>	<i>3rd Qtr</i> <i>% of Budget</i>	<i>Final FY23</i> <i>Budget</i>	<i>July - June</i> <i>Actual FY23</i>	<i>July - Mar</i> <i>Actual FY23</i>	<i>3rd Qtr Variance</i> <i>to FY23 Budget</i>	<i>3rd Qtr</i> <i>% of Budget</i>	<i>% of Budget</i> <i>Change</i>
Salaries/Wages Expenditures by Function of Government										
General Government:										
BOS/Town Manager	370,069	276,038	94,031	74.59%	359,619	354,711	273,292	86,327	75.99%	98.16%
Accountant	170,106	130,042	40,064	76.45%	154,045	154,046	118,257	35,788	76.77%	99.58%
Assessors	162,786	122,028	40,758	74.96%	150,831	150,353	114,210	36,621	75.72%	99.00%
Treasurer/Collector	231,025	175,372	55,653	75.91%	216,235	216,232	164,522	51,713	76.08%	99.78%
Personnel	94,300	73,069	21,231	77.49%	87,984	87,983	68,682	19,302	78.06%	99.27%
Information Technology	191,888	145,742	46,146	75.95%	183,250	183,175	140,140	43,110	76.47%	99.32%
Town Clerk/Elections	194,527	142,887	51,640	73.45%	204,707	204,614	158,841	45,866	77.59%	94.66%
Land Use Conservation Comm.	73,351	52,704	20,647	71.85%	73,971	73,972	57,780	16,191	78.11%	91.99%
Land Use Inspection Services	211,057	157,040	54,017	74.41%	220,329	215,305	155,783	64,546	70.70%	105.25%
Land Use (Planning)	95,921	73,708	22,213	76.84%	89,236	89,237	69,658	19,578	78.06%	98.44%
Total General Government	1,795,030	1,348,630	446,400	75.13%	1,740,207	1,729,628	1,321,165	419,042	75.92%	98.96%
Public Safety:										
Police Department	2,403,214	1,679,909	723,305	69.90%	2,371,593	2,350,642	1,710,055	661,538	72.11%	96.94%
Fire Department/Civil Defense	1,398,085	1,003,373	394,712	71.77%	1,455,370	1,426,066	1,051,005	404,365	72.22%	99.38%
Dispatch (paid from Gen Fund) **	448,073	334,639	113,434	74.68%	445,359	444,288	337,794	107,565	75.85%	98.46%
Animal Cntrl/Dog Officer	21,664	16,665	4,999	76.92%	19,164	19,164	14,742	4,422	76.93%	99.93%
Total Public Safety	4,271,036	3,034,586	1,236,450	71.05%	4,291,486	4,240,160	3,113,596	1,177,890	72.55%	97.93%
Department of Public Works:										
Municipal Buildings	166,348	97,783	68,565	58.78%	159,057	156,174	118,384	40,673	74.43%	78.97%
Highway	863,616	628,900	234,716	72.82%	870,898	870,894	647,479	223,419	74.35%	97.94%
Snow & Ice	140,000	135,964	4,036	97.12%	171,937	171,937	163,053	8,884	94.83%	102.41%
Parks	17,571	9,864	7,707	56.14%	17,481	13,804	10,312	7,169	58.99%	95.17%
Solid Waste	154,315	108,487	45,828	70.30%	150,995	145,954	108,390	42,605	71.78%	97.94%
Total DPW	1,341,850	980,998	360,852	73.11%	1,370,368	1,358,763	1,047,618	322,750	76.45%	95.63%
Culture, Rec, & Citizen's Svcs:										
COA/COA Van	265,397	196,088	69,309	73.88%	266,772	266,362	198,203	68,569	74.30%	99.43%
Vets Svcs/Water Safety/Graves	10,930	5,738	5,192	52.50%	10,668	8,770	6,695	3,973	62.76%	83.65%
Library	758,911	568,306	190,605	74.88%	770,599	757,964	576,281	194,318	74.78%	100.13%
Country Club	409,980	292,224	117,756	71.28%	407,867	405,461	293,260	114,607	71.90%	99.14%
Total Culture, Rec, & Citizen's Svcs	1,445,218	1,062,356	382,862	73.51%	1,455,906	1,438,557	1,074,439	381,467	73.80%	99.61%
Grand Total Salaries & Wages	8,853,134	6,426,570	2,426,564	72.59%	8,857,967	8,767,108	6,556,818	2,301,149	74.02%	98.07%
Benefits:										
County Retirement	2,494,280	2,494,280	0	100.00%	2,538,910	2,538,910	2,538,910	0	100.00%	100.00%
Health / Life Insurance *	2,094,383	1,521,277	573,106	72.64%	1,829,743	1,814,711	1,521,443	308,300	83.15%	87.36%
Other Benefits (Medicare/Unemplmt)	157,000	113,381	43,619	72.22%	182,010	173,256	132,349	49,661	72.72%	99.31%
Total Benefits	4,745,663	4,128,938	616,725	87.00%	4,550,663	4,526,877	4,192,702	357,961	92.13%	94.43%
Total Salaries/Wages/Benefits	13,598,797	10,555,508	3,043,289	77.62%	13,408,630	13,293,985	10,749,520	2,659,110	80.17%	96.82%

**\$135,682 = Dispatch Wage Grants Awarded for FY24; \$72,089 offset to Dispatch Budget thru 3/31/24

** \$133,330 = Dispatch Wage Grants Awarded for FY23; \$76,505 offset to Dispatch Budget thru 3/31/23

FISCAL YEAR 2024

GOALS OF THE GROTON SELECT BOARD

1. Environmental Contamination Issues

Select Board Member Assigned: Alison Manugian and Peter Cunningham

Goal: Oversee Implementation of best solution to address PFAS at the Groton Dunstable Regional High School

Measurable Benchmark: Present Final PFAS Solution for the High School at the 2023 Fall Town Meeting. Begin Design and Permitting immediately and construction by the Spring/Summer 2024.

10-30-23 Update: The Groton Select Board has approved an IMA with Dunstable to address the PFAS at the High School. Depending on the outcome of the 2023 Fall Town Meeting and the November 7, 2023, election in Groton and the Special Town Meeting and Election in Dunstable and the successful negotiation of an IMA with Pepperell, work can begin in the Spring of 2024 to bring clean potable water to the Groton Dunstable Regional High School.

1-29-24 Update: Both Groton and Dunstable voters approved the debt exclusion for the project. The next step is to approve the Phase II IMA that is on the Agenda for the Select Board to approve at their January 29th Meeting.

4-29-24 Update: The Select Board approved the Phase II IMA on January 29th and the Town received word that the Town of Pepperell received grant funding to cover Groton's cost share for Phase II. There will be no cost to Groton Taxpayers for Phase II. The Town has submitted a grant request to the Federal Government to cover Phase I costs. In addition, the Town has been approved for SRF 0% loan funding for Phase I. Finally, the May 18th Special Town Meeting will need to acquire a parcel of land from the Groton Cemetery Association for the chlorine booster station. Acquisition costs will come from ARPA.

2. Climate Change
Select Board Member Assigned: Alison Manugian

- Goal:
1. Work with GELD Commissioners on Climate Change Initiatives and the transition to a new GELD General Manager.
 2. Support efforts to inform and educate Town residents about opportunities to reduce energy use and costs.
 3. Work with Sustainability Commission to reduce the carbon footprint of the Town of Groton

Measurable Benchmark: Schedule workshop with Sustainability Commission, the Electric Light Commission and Electric Light General Manager to discuss transition plans and Climate Change Initiatives. Workshop should be scheduled by December 31, 2023, with any follow-up taking place as soon as possible after the Workshop.

10-30-23 Update: Still need to schedule workshop. It is my plan to schedule this sometime in December.

1-29-24 Update: A workshop on Climate Change and the transition to a new General Manager took place on December 4th. The Sustainability Commission also attended the workshop. The Light Commission met with Sustainability Commission to align with them and to set an expectation for the future. The Light Commission has said a path forward has been established and said they welcome ideas from everyone and want the Sustainability Commission to ensure sustainable practices are followed. The Sustainability Commission will update the Board on the Greenhouse Gas Survey and next steps at the Board's January 29th meeting.

The Town, in conjunction with the Cities of Fitchburg and Leominster and the Towns of Pepperell and Ashburnham have been awarded an MVP Action Grant for planning and developing nature based solutions to climate change impacts in not only Groton but regionally as well.

4-29-24 Update: No new update. This Goal is essentially complete.

3. Master Plan
Select Board Member Assigned: All Members

Goal: Participate and Stay involved in the process to create Groton's updated Master Plan.

Measurable Benchmark: Schedule quarterly meetings with the Planning Board and/or Town Planner to receive updates on the progress of the Master Plan Update beginning in September 2023.

10-30-23 Update: Land Use Director/Town Planner Takashi Tada has been providing updates to the Select Board on the progress of the Master Plan. This will continue in the months ahead.

1-29-24 Update: No new update.

4-29-24 Update: The Planning Board continues to move forward with the Master Plan. Several members of the Board have attended various planning sessions. The Master Plan is due to be completed by the Fall of 2024.

4. Reducing Costs of Government
Select Board Member Assigned: Matt Pisani

Goal: Explore ways to reduce costs of Government. Continue to review and explore ways to expand PILOTS. Seek Federal and State Grants for town projects whenever possible.

1. Work with Town Manager's Tri-Comm Working Group and all municipal departments to understand and establish a sustainable budget and understand whether or not an override of Proposition 2½ is necessary.
2. Support Warrant Article to amend Charter to bring Groton's Budget timeline more in line with GDRSD Budget timeline.
3. Explore and seek alternatives to reduce the tax burden on elderly and less affluent residents.
4. Continue to work with the various Non-Profit organizations in Groton on PILOT payments

Measurable Benchmark: After Presentation from Tri-Comm in October, determine and support, if necessary, need for Override to support budget goals by December 31, 2023.

10-30-23 Update:

The Town Manager and Water Superintendent have been working to receive state grants to offset the cost of operations. The Town Manager is working with the State Delegation to receive funding for the PFAS solution at the High School and the Water Superintendent has received a \$1.2 million MassWorks Grant to install a new water line on Taylor Street to support the proposed redevelopment of 500 Main Street. The 2023 Fall Town Meeting is considering a Charter Amendment to change the Town Budget Timeline. Groton School has increased its PILOT to the Town for the sixth consecutive year. The TREAD Committee is up and running and starting to take in donations to provide funding to offset taxes for our seniors in need of relief.

1-29-24 Update:

The Fall Town Meeting approved the Charter Change to bring Groton's Budget timeline more in line with GDRSD Budget timeline. The TREAD Committee has raised funds and is accepting applications from Seniors needing tax relief. The Tri-Comm finished its work and helped develop the FY 2025 Proposed Operating Budget. The Select Board has approved seeking an override of Proposition 2½ to support the proposed FY 2025 Budget. Groton School increased its PILOT by 2½%. The Ticket Surcharge at Groton Hill Music has already surpassed the FY 2024 estimate and continues to grow.

The Select Board entered into an IMA with the Towns of Pepperell, Townsend, Ashby and Dunstable to have the Patriot Regional Emergency Communications Center provide dispatch services for the Town of Groton. Initially, this will save the Town over \$300,000 in the next three fiscal years. In addition, the Select Board voted unanimously to have MIIA serve as the Town's Health Insurance consortium, which allowed the Town to essentially level fund Health Insurance in FY 2025. These two actions alone, helped the Town provide a level services budget in FY 2025 that only increased 2.23%.

4-29-24 Update:

The Select Board has tasked the Town Manager with working with our non-profit partners to put PILOT agreements in writing. In addition, the Town is studying the possibility of presenting language to the Legislature for a Home Rule petition that would allow the Town to collect funds from our Private Schools to cover the cost of educating children that live in tax exempt properties on their campuses. With the defeat of the Override, the Budget being presented to the May 18th Special Town Meeting stays within the anticipated FY 2025 Levy Limit.

5. Affordable Housing
Select Board Member Assigned: Becky Pine

Goal: Support the work of Groton's Housing Committees and monitor progress of the two current Chapter 40B applications before the Zoning Board of Appeals. Determine impact on municipal services. In conjunction with the Planning Board, develop amendments to the Town's Bylaws to increase and improve affordable housing and diversity of housing stock.

Measurable Benchmark: Schedule Meeting with Public Safety Officials by December 31, 2023 to determine impact of all housing projects on municipal services.

10-30-23 Update: Have not scheduled the meeting yet. Should be scheduled some time after Town Meeting and before the end of the year.

1-29-24 Update: The Public Safety Officials attended the December 11th Select Board Meeting to discuss the impact of housing projects will have on municipal services. They will continue to monitor the projects and determine how best to address the impact, whether it's working with developers or seeking additional funding to increase staffing. The Zoning Board of Appeals has approved the 500 Main Street Affordable Housing Development. Heritage Landing has scaled back their proposal to meet local regulations and requirements. The Town has been asked to support a MassWorks Grant to bring water to the site on Cow Pond Brook Road.

4-29-24 Update: No new update.

6. Diversity, Equality and Inclusion
Select Board Member Assigned: Becky Pine

Goal: Support work of Diversity, Equity, and Inclusion Committee and the Native Peoples Recognition Group to expand the Town's approach to, and understanding of, its history to include the centuries prior to the Town's 1655 founding.

Measurable Benchmark: Schedule Update with Diversity Equity and Inclusion Committee by February 15, 2024. Update timeline of Town's History in conjunction with the Diversity Equity and Inclusion Committee.

10-30-23 Update: No new update.

1-29-24 Update: The DEI Committee has been invited to the February 5th Select Board Meeting. In addition, Parcel 232-56 has been dedicated and renamed "Nipmuc Meadows" in honor of the Nipmuc Tribe who were the earliest settlers in Groton.

4-29-24 Update: No new Update. This goal is essentially completed and we will continue to work with the DEI Committee on their various initiatives.

**7. Town-wide Examination of Traffic Patterns, Speed Limits, Road Designs, Etc.
Select Board Member Assigned: John Reilly and Becky Pine**

Goal: Identify High Volume Areas, High Accident Areas and Localities of Increased Citizen Complaints. Consider Paving Unpaved Road between Broadmeadow Road and Station Avenue, Acquire Playground Road. Address flooding on Broadmeadow Road

Measurable Benchmark: Schedule Workshop with Police Chief and DPW Director by December 31, 2023 to determine best way to address these issues.

10-30-23 Update: Have not scheduled the workshop yet. Should be scheduled some time after Town Meeting and before the end of the year.

1-29-24 Update: The Police Department and DPW attended the December 11th Select Board Meeting to address this and other issues. We have been working with the potential new owner of the former Light Department Building to get the unpaved road between Station Avenue and Broadmeadow opened to the public again. The Town, in conjunction with the Cities of Fitchburg and Leominster and the Towns of Pepperell and Ashburnham have been awarded an MVP Action Grant for planning and developing nature based solutions.

4-29-24 Update: The deal for a developer to purchase the former Light Department Garage and open up the road between Broadmeadow and Station Avenue fell through. At this time, no new action can be taken until a new buyer purchases the land. At this point, I would consider this goal complete/no further action at this time.

Mark Haddad

From: Town of Groton <mchiasson@townofgroton.org>
Sent: Wednesday, April 17, 2024 5:41 PM
To: Select Board
Subject: New Committee Interest Form Entry

Name

Kimberly Kuliesis

Phone Number

9783028005

Email

kvkuliesis@gmail.com

What Committee Are You Interested In Joining?

Conservation Commission

Please give us a brief explanation of why you are interested

I have been volunteering on the Stewardship Committee since 2022. I have also worked in the Horticulture Industry since 2012 and have worked with many clients with properties on or near conservation land in Concord and Lincoln MA.



TOWN OF GROTON

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

Select Board

Peter S. Cunningham, *Chair*
John F. Reilly, *Vice Chair*
Alison S. Manugian, *Clerk*
Rebecca H. Pine, *Member*
Matthew F. Pisani, *Member*

Town Manager
Mark W. Haddad

April 30, 2024

Meghan Selby
MassDEP 604(b) Grant Coordinator
Via email: meghan.selby@mass.gov

RE: AY2023 604(b) Grant Application;
Support for Devens Enterprise Commission 604(b) Proposal

Dear Ms. Selby,

The Town of Groton Select Board writes to express our eager support for the Devens Enterprise Commission's (DEC) proposal for a 604(b) Water Quality Management Grant. The proposed project includes the James and Unkety Brook watersheds. Unkety Brook's headwaters are in Groton; James Brook flows through the heart of our downtown. James Brook has been the subject of studies by Town engineering consultants..... The watersheds are also the focus of a National Water Quality Initiative study led by a partnership of the Natural Resources Conservation Service, the USEPA and Massachusetts DEP, and are a priority watershed for Nonpoint Source .

We welcome the development of a Watershed Based Plan for the James and Unkety Brook Watersheds, led by the partners in the project: DEC, the Nashua River Watershed Association, and the consultants Comprehensive Environmental Incorporated. A Watershed Based Plan will help the town to define where projects may be most beneficial for water quality improvements and will dovetail nicely with the ongoing MVP project to identify nature-based solutions to climate change.

We are also interested in the water quality data NWRA has collected on bacteria at popular "unpermitted" swimming locations in the Nashua and Squannacook Rivers in Groton. Due to the elevated bacteria levels NRWA detected last year, the Groton Board of Health posted closure notices at a couple of these locations, and convened a Surface Water Quality Working Group to address the high bacteria counts.

We welcome the opportunity to partner in this project, and to share data on the ongoing projects in town as they may be helpful in the Watershed Based Plan development process.
We encourage you to fund this 604(b) project.

Sincerely,

Mark W. Haddad
Town Manager
Town of Groton

MWH/rjb

Revised: 04-25-2024

Warrant, Summary, and Recommendations

TOWN OF GROTON



SPECIAL TOWN MEETING MAY 18, 2024

Groton-Dunstable High School Gymnasium
703 Chicopee Row, Groton, Massachusetts 01450

Beginning Saturday, May 18, 2024 @ 9:00 AM

Attention – Voters and Taxpayers

*THE BUDGET HANDOUT FOR ARTICLE 15 IS AVAILABLE
IN THE BACK OF THE WARRANT*

Introduction to Groton Town Meeting

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

What is Town Meeting?

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year. As this is a Special Town Meeting, there is a quorum requirement of two (2%) percent of the Town's Registered Voters in order for the Meeting to commence.

What is a warrant?

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

How does Town Meeting proceed?

Voters attending Town Meeting must first check in with the clerks and receive an electronic voting handset which is required to vote. The meeting typically acts on the articles in the order that they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the Moderator on the floor for debate. Permission of the Moderator is required to speak. The Moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the Moderator will call for a vote by use of the electronic voting handset. Please see page 3 of this Warrant for a full explanation of how Electronic Voting will work at Town Meeting.

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

² *Id.*

Who can attend?

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

How long is town meeting?

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

Explanation of a Consent Agenda

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

How Consent Agendas Work

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

Electronic Voting at Town Meeting



Voting at Town Meeting will be conducted using an electronic voting system purchased by the Town of Groton as authorized by Town Meeting in October, 2022. Instead of using placards to be raised and counted, voters will use wireless handsets to cast their vote quickly, accurately and privately.

Voter Check-In

At check-in, voters will be given a handset. No record is made of which voter receives which handset. All handsets will be tested prior to the meeting. Voters physically unable to use a handset will be seated in a manual-count section and their votes will be counted by tellers. For those with visual impairments, large handsets with braille are available.

Test Vote

At the beginning of the meeting, the Moderator will conduct a test vote to get everyone comfortable with the voting procedures.

Proxy Voting Prohibited

The handset given to a voter at check-in is for the exclusive use of that voter. Voting with a handset that has been issued to another individual is strictly forbidden.

Voting

When the Moderator announces it is time to vote:

- Press 1A (green button) for YES →
- Press 2B (red button) for No →
- If you wish to not vote, press no buttons



Handset Display

The display on the handset:

- OK means the system receiver has received your vote
- A "1" for Yes or "2" for No shows the vote the system received.
- The small "R" at the top of the screen indicates the handset is communicating with the receiver
- The icons in the top left indicate the WiFi signal strength.

Help Desk

A Help Desk will be able to assist voters who have trouble with using the handset. If a handset malfunctions, a voter will receive a new handset.

Handset Return

If you leave the meeting temporarily, please keep the handset with you. If the meeting ends or you leave, return the handset to the check-in table.



Town Meeting Access for Voters with Disabilities

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

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

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 main lobby of the High School.

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

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

**SPECIAL TOWN MEETING WARRANT
MAY 18, 2024**

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 High School Gymnasium in said Town on Saturday, the eighteenth day of May, 2024 at Nine O'clock in the morning, to consider the following:

*	Article 1:	Hear Reports	6
*	Article 2:	Elected Officials Compensation	6
*	Article 3:	Wage and Classification Schedule	6
*	Article 4:	Appropriate FY 2025 Contribution to the OPEB Trust Fund	7
*	Article 5:	Transfer Within the Water Enterprise Fund	7
*	Article 6:	Transfer Within the Sewer Enterprise Fund	7
*	Article 7:	Transfer Within Four Corner Sewer Enterprise Fund	8
*	Article 8:	Transfer Within Cable Enterprise Fund	8
*	Article 9:	Prior Year Bills	8
*	Article 10:	Current Year Line-Item Transfers	9
*	Article 11:	Appropriate Funding to Offset Snow and Ice Deficit	9
*	Article 12:	Debt Service for the Middle School Track – Fiscal Year 2024	9
*	Article 13:	Debt Service for the Middle School Track – Fiscal Year 2025	10
*	Article 14:	Establishing Limits for Various Revolving Funds	10
**	Article 15:	Fiscal Year 2025 Annual Operating Budget	11
	Article 16:	Fiscal Year 2025 Capital Budget	11
	Article 17:	Transfer from GDRSD Capital Stabilization Fund to Cover MNHG Obligations	17
	Article 18:	Revoke Cable Enterprise Fund in Fiscal Year 2025	18
	Article 19:	Cable Department Receipts Reserved for Appropriation Fund Acceptance	18
	Article 20:	Funding for Destination Groton Committee	19
	Article 21:	Funding for Sustainability Commission	19
	Article 22:	Acquire Land for Chorine Booster Station	20
	Article 23:	Community Preservation Funding Accounts	20
	Article 24:	Community Preservation Funding Recommendations – Fiscal Year 2024	21
**	Article 25:	Community Preservation Funding Recommendations – Fiscal Year 2025	21
	Article 26:	Extend Center Sewer District	25
	Article 27:	Extend Four Corner Sewer District	25
		Budget Report of the Town Manager and Finance Committee to Town Meeting	27
		Fiscal Year 2025 Revenue Estimates	30
		Fiscal Year 2025 Tax Levy Calculations	31
		Appendix A – Fiscal Year 2025 Proposed Operating Budget	32
		Appendix B – Fiscal Year 2025 Wage and Classification Schedule	49

*Will be presented as one Consent Motion

**Budget will be presented as one Consent Motion

***CPA Funding Recommendations will be presented as one Consent Motion

ARTICLES 1 THROUGH 14 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED ON PAGE 2 OF THIS WARRANT.

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: Recommended Unanimously

Finance Committee: No Position

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

Article 2: Elected Officials Compensation

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

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: To provide compensation for elected officials as proposed by the Town Manager. The Town Moderator is proposed to receive a salary of \$1,000 in FY 2025.

Article 3: Wage and Classification Schedule

To see if the Town will vote to amend and adopt for Fiscal Year 2025 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: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: The purpose of this Article is to set the wage and classification schedule for the three (3) employees (Executive Assistant to the Town Manager, Human Resources Director and IT Director) covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. These employees will receive a 2% cost-of-living adjustment in Fiscal Year 2025.

Article 4: *Appropriate FY 2025 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 Chapter 32B, Section 20, of the Massachusetts General Laws, or to take any other action relative thereto.

***Select Board
Town Manager***

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

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 2025, the anticipated amount necessary for this purpose is estimated to be \$190,000. This Article will seek an appropriation of \$190,000 from Free Cash to add to the OPEB Liability Trust Fund.*

Article 5: *Transfer within the 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 2024 Water Department Operating Budget, or to take any other action relative thereto.

Board of Water Commissioners

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *This Article is a placeholder in the event the Water Department needs funds to complete the current Fiscal Year. As of the printing of the Warrant, it is not anticipated that funding will be required and this Article will be indefinitely postponed.*

Article 6: *Transfer Within the 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 2024 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

Board of Sewer Commissioners

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2024 Center Sewer Budget. As of the printing of the Warrant, it is anticipated that \$52,500 will need to be transferred for this purpose.*

Article 7: *Transfer Within the 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 2024 Four Corners Sewer Enterprise Department Budget, or to take any other action relative thereto.

Board of Sewer Commissioners

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2024 Four Corners Sewer Budget. As of the printing of the Warrant, it is anticipated that \$20,000 will need to be transferred for this purpose.*

Article 8: *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 2024 Cable Enterprise Department Budget, or to take any other action relative thereto.

Cable Advisory Committee

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2024 budget. As of the Printing of the Warrant, it is anticipated that \$10,000 will need to be transferred for this purpose.*

Article 9: *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: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

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

Article 10: *Current Year Line-Item Transfers*

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2024 budget, or to take any other action relative thereto.

Select Board

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *To transfer money within the Fiscal Year 2024 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

Article 11: *Appropriate Money to Offset the 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 2024 Snow and Ice Budget, as approved under Article 5 of the 2023 Spring Town Meeting, or to take any other action relative thereto.

Town Manager

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *This article will allow the Town to fund any deficit in the Snow and Ice Account in FY 24.*

Article 12: *Debt Service for Middle School Track – Fiscal Year 2024*

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 Chapter 44B, Section 5, of the Massachusetts General Laws, for debt service for Fiscal Year 2024 for the Middle School Track Project, as authorized under Article 9 of the April 30, 2022 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*

Summary: *This Article appropriates the debt service payment for the Middle School Track Project. Article 9 of the April 30, 2022 Spring Town Meeting appropriated an additional \$1,000,000 for the project. Using FY 2024 Funds, the Community Preservation Committee will pay \$124,590 (\$120,000 for principal and \$4,590 for interest)*

in debt service. In addition, they will pay an additional \$20,000 towards un-borrowed construction costs. To fund this appropriation, \$124,590 will come from the Fiscal Year 2024 Unallocated Reserve and \$20,000 will come from the Fiscal Year 2024 Open Space Reserve.

Article 13: Debt Service for Middle School Track – Fiscal Year 2025

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 Chapter 44B, Section 5, of the Massachusetts General Laws, for debt service for Fiscal Year 2025 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: This Article appropriates the debt service payment for the Middle School Track Project. Article 7 of the May 21, 2021 Spring Town Meeting appropriated \$1,405,374 for the project. In FY 2025, the Community Preservation Committee will pay \$235,072 in debt service (\$175,672 in principal payment and \$59,400 in interest payment) for this appropriation. To fund this appropriation the entire amount will come from the Unallocated Reserve.

Article 14: 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 2025 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2025 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Council on Aging Program Fund	\$40,000
Boat Excise Tax Fund	\$ 5,000
Transfer Station Glass	\$20,000
Senior Center Fitness Equipment	\$10,000

or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

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

Article 15: Fiscal Year 2025 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 (2025), 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: *Recommended Unanimously*
Finance Committee: *Recommended (5 In Favor, 1 Opposed – Green)*

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

Article 16: Fiscal Year 2025 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 in Fiscal Year 2024 and thereafter, for the purpose of funding the Fiscal Year 2025 Capital Budget, or to take any other action relative thereto.

Town Manager

Summary: *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2025:*

Item #1 – Extrication Tools – “Jaws of Life” \$92,500 Fire and EMS

Summary: *The current auto extrication tools “Jaws of Life” are approaching 15 years old. With a life expectancy of 10-15 years, these tools are at the tail end of their serviceable time which will require replacement. As the new car technologies and materials constantly evolve, older “jaws” simply do not have the power to cut some modern systems. These tools are primarily used for motor vehicle crashes and have applicable usages in the industrial or construction setting.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #2 – Pick-Up Truck \$55,000 Highway

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

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #3 – Brush Mower/Field Mower \$70,000 Highway

Summary: *This item is scheduled for replacement while it still has value. This should be considered a scheduled replacement.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #4 – Dump Truck \$285,000 Highway

Summary: *This item is a scheduled replacement. These vehicles are front line trucks responsible for plowing and sanding, as well as normal construction duties. The Town will borrow this amount of money and pay it off over five years.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #5 – IT Infrastructure \$40,000 Town Facilities

Summary: *This item in the Capital Budget was established twelve years ago and has been very successful. In Fiscal Year 2025, 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; network switch upgrades and increased wireless coverage and improve door lock and security system maintenance.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #6 – 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. Priorities continue to change when it comes to the minor repairs and upgrades in the Town’s buildings. With a set line item which is separate from minor capital, the DPW can be flexible and change its priorities instead of just doing it because it is on a list. Furnaces, a/c units, flooring and painting are some of the small items this capital program could handle with the flexibility needed.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #7 – Police Station HVAC **\$65,000** **Town Facilities**

Summary: *The current HVAC System at the Police Station is the original system from when the building was constructed in 1999. In 2025 it will be almost 25 years old and in need of replacement. This should be considered a scheduled replacement.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #8 – Baler/Maintenance **\$25,000** **Transfer Station**

Summary: *Due to a fire at the Transfer Station in June, 2021, the 2004 baler was replaced by a newer model with insurance funding. This has now allowed the Town to remove the purchase of a new baler from the capital plan. The money set aside for the baler in FY 2025 will be spent to overhaul and update the newer baler providing for a longer life and not require the Town to replace it for several more years.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #9 – Carpeting **\$50,000** **Library**

Summary: *All 20-year-old carpeting was replaced in 2018 EXCEPT in the Children’s Room and Main Meeting Rooms, because they were replaced in 2009. These three large spaces are the busiest, most-used, and most stain-prone rooms. In FY2025, these carpets will be 15 years old (expected life 10 years). Carpet squares cost a bit more than broadloom, but make the most sense in such high traffic, high spill, highly busy crafting/activity/refreshment/programming meeting spaces. Despite regular cleaning, stains are visible all over the meeting rooms in particular. Carpet tiles can be replaced easily if stains cannot be removed or if fixed shelving or furniture is changed.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #10 – Property Improvements

\$50,000

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. Since FY 2015, the Town has appropriated \$25,000 each year so that 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 to much success. In FY 2025, the Park Commission has requested \$50,000 to deal with some substantial capital expenditures, including the paving work needed at Carol Wheeler Park, which has been quoted at \$11,500-\$11,900.*

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #11 – Police Cruisers

\$133,025

Police Department

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

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #12 – Police Pick-Up Truck

\$77,000

Police Department

Summary: *This piece of equipment will benefit the department in that, as a multi-purpose vehicle with a four wheel drive platform, it can be utilized for snow removal, specialized equipment transport, provide accessibility to remote areas, and it will give us the ability to evacuate people in emergencies. This vehicle can be used to assist Emergency Management with transportation of generators and shelter equipment.*

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #13 – Electronic Control Devices – “Tasers”

\$12,673

Police Department

Summary: *Current Electronic Control Devices are at end-of-life and not serviceable. The total cost of the ECD replacement is \$95,692. The Police Department applied for and received a JAG grant in the amount of \$45,000. The Town would be responsible for 4 payments of \$12,673 (beginning in FY 2025) for a total cost to the Town of \$50,692.*

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #14 – Golf Carts

\$25,553

Country Club

Summary: *In FY 2023, the Town replaced the fleet of twenty-five golf carts with 21 new Yamaha gas powered carts and four Yamaha electric carts using a five year lease to purchase agreement at an annual cost of \$25,553. This is the third of five payments.*

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #15 – Greens Equipment - Ventrac

\$10,918

Country Club

Summary: *In FY 2024, the Town purchased a Ventrac unit using a five year lease-to-purchase agreement at an annual cost of \$10,918. This is the second payment of five payments. The Ventrac unit is a most versatile piece of equipment. The attachments already in use include units for plowing, aeration, seeding, landscaping and mowing difficult terrain. This vehicle is used on a daily basis.*

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #16 – Greens Equipment – Hauler Pro X

\$20,000

Country Club

Summary: *This is a superintendent utility cart that will replace one of the two carts currently used to travel the course for maintenance. This utility cart provides a bedload capacity of 500 lbs. for material. The two current utility carts are over a decade old and are becoming unreliable. This vehicle is used on a daily basis.*

Select Board: *Recommended (4 In Favor, 1 Against – Manugian)*

Finance Committee: *Recommended Unanimously*

Item #17 – Greens Equipment – Truckster XD

\$13,500

Country Club

Summary: *This is a heavy payload 4x4 utility truck that will allow the transfer of up to 3,500 lbs. of debris, sand and loam to and from areas of the Course. This utility cart will replace the other utility cart in the Club's fleet that is over a decade old and is becoming unreliable. This vehicle will be used on a daily basis in the Spring and Fall when course cleanup is a daily occurrence. During the Summer months, it will be used for various Course projects. This vehicle will be paid for over five years.*

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #18 – Ventrac Attachments

\$18,000

Country Club

Summary: *The Ventrac unit is an attachment driven unit. The following attachments will be purchased and used for Course maintenance: Tough Cut Deck - \$6,000 – This deck will allow for the cutting back of all the overgrown areas of the course. It is expected that this attachment will be used often during the first year and continually when needed to maintain areas that have been improved; Stump Grinder - \$5,000. This attachment will focus on clearing out dead trees and overgrown areas of the course. The stump grinder will remove enough of a stump to clear the area and in some cases allow for reseeding. The expectation is that this attachment*

would be used a minimum of twenty (20) times annually; Trencher - \$7,000 - This attachment will install new irrigation lines on the course. There are several irrigation projects planned over the next several seasons.

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #19 – Greens Equipment – Greens Mower \$10,000 Country Club

Summary: *This item will replace the current greens mower. The old mower will be converted to a tee & collar unit, and the old tee & collar unit will be converted to a greens roller unit. Ideally, the Club will purchase a new mower every five years. This is the first of four payments for this equipment.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #20 – HVAC \$23,000 Country Club

Summary: *The HVAC systems in both the Function Hall and the Groton Publick House (GPH) have been aging to the point that replacement parts are no longer available or are cost prohibitive. The Club has been installing one (1) AC unit per year into the Function Hall and GPH Building over the past three (3) years. This request will complete the process of ultimately having five (5) units in the Function Hall and two (2) units in the GPH Building.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #21 – Building Repairs & Painting \$20,000 Country Club

Summary: *This funding will be used to paint the exterior of the Golf Shop, replace trim board, and install rubber flooring for the high traffic area inside the golf shop. In addition, it will also be used to replace the deck outside of the Golf Shop.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #22 – Function Hall Bathroom Repairs \$10,000 Country Club

Summary: *This funding will be used to install hand dryers in the Function Hall bathrooms, as well as repaint both bathrooms in the Function Hall, and replace the partitions in the Function Hall bathrooms.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #23 – Retaining Walls

\$15,000

Country Club

Summary: *Using the same blocks that were installed several years ago for the pool perimeter, the Country Club will replace the stone wall next to the deck at the Publick House Building and add a small section that has been experiencing washout next to the Publick House Building.*

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Town Manager

Article 17: Transfer From GDRSD Capital Stabilization Fund to Cover MNHG Obligations

To see if the Town will vote to repurpose and appropriate the sum of \$263,424 in Fiscal Year 2024 from the Groton Dunstable Regional School District Capital Stabilization Fund, to be expended by the Town Manager, for the purpose of paying the Town of Groton's obligations to the Minuteman Nashoba Health Group, said funds to be used to pay the Town's run out claims for self-insured Active plans and self-insured Medicare plans, or to take any other action relative thereto.

Town Manager

Select Board: *Recommended Unanimously*

Finance Committee: *Recommendation Deferred Until Town Meeting*

Summary: *In an effort to close the anticipated projected Fiscal Year 2025 budget deficit, the Town Manager recommended, and the Select Board approved, that the Town leave the Minuteman Nashoba Health Group (MNHG), the joint purchasing group that supplies health insurance for Town employees and join the Massachusetts Interlocal Insurance Association (MIIA) for this purpose. While this decision lowered the anticipated FY 2025 projected deficit by approximately \$118,000, there is not enough funding left in the MNHG Trust to cover the so-called runout claims (those claims incurred before June 30, 2024, but billed after June 30th). The Town is responsible for setting aside enough funding to cover this expense, estimated to be approximately \$340,000. Unused money in the Groton Dunstable Regional School District (GDRSD) Capital Stabilization Fund will be used to offset some of this expense. GDRSD's Capital Assessment for FY 2025 came in lower than anticipated, leaving the current balance in that fund at \$263,424. This balance will be repurposed to cover a portion of the Minuteman Nashoba run out claims obligation with the rest of the funding (\$75,894) coming from leftover ARPA funds that were set aside for another project that is no longer needed.*

Article 18: Revoke Cable Enterprise Fund in Fiscal Year 2025

To see if the Town will revoke the provisions of Chapter 44, §53F½ of the Massachusetts General Laws, ceasing the Community Cable Department as an enterprise fund effective in Fiscal Year 2025, or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *At the 2015 Spring Town Meeting, the Town voted to create a Cable Enterprise Fund for Fiscal Year 2016. At the time, Cable Revenues were strong and had a healthy level of reserves. However, since 2019, more residents have moved away from cable to various streaming services and the Town has seen a steady decrease in Cable Fees, so the Cable Enterprise has had to depend more on its Excess and Deficiency Account to balance the budget. There are no longer enough reserves to continue functioning as an Enterprise. To address this and determine the best course of action to continue to provide Local Cable Access while dealing with the loss of revenues, in Fiscal Year 2025, the Town will create a "Cable Department Receipts Reserved for Appropriation Fund". Creation of this fund, similar to the Ambulance Receipts Reserved for Appropriation Fund, will allow the Town to collect the fees received from the two cable carriers servicing Groton and put them in this Reserve Account for the exclusive use of the Local Cable Access Department. This Article will revoke the Enterprise Fund. Article 19 will create the Receipts Reserved for Appropriation Fund.*

Article 19: Cable Department Receipts Reserved for Appropriation Fund Acceptance

To see if the Town will accept Massachusetts General Laws, Chapter 44, §53F¾, to establish a special revenue fund known as the Cable Department Receipts Reserved for Appropriation Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, said fund to begin operation for Fiscal Year 2025, which begins on July 1, 2024, or to take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *See explanation in the Article 18 Summary.*

Article 20: Funding for Destination Groton Committee

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 in Fiscal Year 2024 and thereafter, for the purpose of providing funding for the Destination Groton Committee to carry out the Charge of the Committee and all costs associated and related thereto, or to take any other action relative thereto.

Destination Groton Committee

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The purpose of this Article is to provide funding for the Destination Groton Committee to carry out its charge, which is to pursue a course of action intended to engage all Town stakeholders, including the business and non-profit communities, Town leaders, and Town residents in a series of public information forums in order to prepare for an increase in visitors to town while at the same time work to preserve its rural small-town charm. A portion of this funding will be used to hire consultants to assist in procuring grant funding to create tourism programming, strategic marketing, infrastructure and regional transportation mitigation. The Committee is seeking \$15,000 for the above-mentioned activities..*

Article 21: Funding for Sustainability Commission

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 providing funding for the Sustainability Commission to carry out the Charge of the Committee and all cost associated and related thereto, or to take any other action relative thereto.

Sustainability Commission

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The purpose of this Article is to provide funding for the Sustainability Commission to pay for their tire recycling program, climate action program, pollinator garden program, building and delivering trained energy coaching and a central, online repository of information for townspeople, Sustainable Groton Advocates citizens' program, and to provide educational materials to residents in their endeavor to have informational/educational seminars that focus on Sustainability. At the direction of the Select Board in October, 2021, the Sustainability Commission added climate change and resilience to their purview. Beginning in 2022, the Commission added climate change work projects and a tire recycling program to their ongoing pollinator garden program. Continuing and bringing these projects to fruition requires funding. The Commission is seeking \$9,600 for the above-mentioned activities in FY 2025.*

Article 22: Acquire Land for Chlorine Booster Station

To see if the Town will vote to authorize the Select Board to acquire from the Groton Cemetery Association by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for the installation of a chlorine booster station, a portion of the parcel of land located on Chicopee Row and shown on Assessors' Map 225 as Parcel 62, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 6436, Page 425, said portion containing approximately 8,320 square feet and shown as "Parcel B" on a plan entitled "Plan of Land in Groton, Massachusetts" dated April 24, 2024, and on file with the Town Clerk; and to raise and appropriate, transfer from available funds, borrow, or otherwise provide, a sum or sums of money, to be expended by the Town Manager for such acquisition and costs related thereto; and further to authorize the Select Board to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article; or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee: *Recommendation Deferred Until Town Meeting*

Summary: *The Town needs to install a Chlorine Booster Station as part of the installation of the new Water Main to provide clean potable drinking water to the Groton Dunstable Regional High School and surrounding properties in Dunstable to resolve the PFAS contamination at the High School. The Groton Cemetery Association has agreed to sell a 7500 square foot parcel to the Town for \$70,000 for this purpose.*

Article 23: 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:	\$ 27,500
Open Space Reserve:	\$106,250
Historic Resource Reserve:	\$106,250
Community Housing Reserve:	\$106,250
Unallocated Reserve:	\$716,250

or to take any other action relative thereto.

Community Preservation Committee

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

Summary: *This is an accounting procedure that is necessary so that the Community Preservation Committee will have access to the funds raised during Fiscal Year 2025. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

Article 24: Community Preservation Funding Recommendations – Fiscal Year 2024

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2024, 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 Massachusetts 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 Massachusetts General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: Sustainable Groton Funding \$3,600

Summary: *The Sustainability Commission is requesting \$3,600 in order to create and plant a native plant pollinator corridor along the back of the Groton Center property. The 80-foot-long planting pathway will connect the pollinator garden to the Ice Line Trail. The pollinator corridor will consist of a pedestrian walkway with a border of native pollinator plants and benches. The pollinator habitats at the Groton Center help to offset the loss of habitat and support sustainable environments, contributing to biodiversity. The full amount to be paid from the Open Space Reserve.*

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

Article 25: Community Preservation Funding Recommendations – Fiscal Year 2025

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2025, 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 Massachusetts 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 Massachusetts General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: Conservation Fund – FY 2025 \$400,000

Summary: *The Conservation Commission is requesting \$400,000 to be added to Groton's Conservation Fund in order to preserve land for open space, agricultural recreation, and forestry activities, as well as to protect water resources and wildlife habitat. The Conservation Fund allows the Town to move quickly when 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 within Groton. To fund this project \$100,000 will come from the Open Space Reserve and \$300,000 to come from the Unallocated Reserve.

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

CPC Proposal B: Cow Pond Play Fields \$30,000

Summary: The Park Commission is requesting \$30,000 to design a master plan for the large area owned by the Town of Groton between Cow Pond Brook Road and Hoyts Wharf Road. The area is currently used by athletic groups and residents. This proposal will utilize the data and site assessments conducted using previously approved CPA funds in 2022 and build upon it to create the Master Plan and concept design. The Park Commission will also incorporate input provided through a survey of Town residents. The full amount to be paid from the Unallocated Reserve.

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Abstained – Hewitt)

CPC Proposal C: Milestone Markers Restoration \$8,950

Summary: The Groton Historical Commission is requesting \$8,950 to restore 2 of the 27 milestone markers that radiate from Main Street, leading to the Town center. The stones are historical assets, having been installed in approximately 1902. The project will fund the necessary restoration of damaged milestone markers. The full amount to be paid from the Historic Reserve.

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

CPC Proposal D: Prescott School Building Assessment \$100,000

Summary: The Groton Town Manager, in conjunction with the Capital Planning Advisory Committee and the Friends of Prescott, are proposing to perform a building condition assessment report for the Prescott School, located at 145 Main Street, to determine the functional adequacy of the primary facilities in the short- and long-term future to preserve the historic structure. The full amount to be paid from the Historic Reserve.

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended (6 In Favor, 1 Against – Eliot)

CPC Proposal E: Outdoor Fitness Court \$237,500

Summary: In the Spring of 2023, the Town of Groton applied for and received a \$50,000 2024 Blue Cross Blue Shield Massachusetts Fitness Campaign Grant Award. This Campaign is part of a national movement to make world-class fitness free and accessible in public spaces across the country. The National Fitness Campaign

(NFC) is a for-profit wellness consulting firm. NFC's mission is to make "world class fitness free" to support healthy communities across America. This grant provides seed funding for the construction/installation of an Outdoor Fitness Court. Working cooperatively with the Groton Park Commission, it was determined that the best location for the Outdoor Fitness Court is at 32 Playground Road, also known as Town Field, behind the Groton Public Library, adjacent to the outdoor basketball court. The funds requested are representative of the costs over and above the \$50,000 grant and will be utilized to complete the project. The full amount to be paid from the Unallocated Reserve.

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

CPC Proposal F: SRRT – Phase II Permitting \$30,000

Summary: *Squannacook Greenways, Inc. is requesting \$30,000 in funding to pay for the design and permitting of the next phase of the Squannacook River Rail Trail (SRRT). Phase I currently extends from Depot Street in Townsend to the Bertozzi Wildlife Management Area (WMA) in West Groton, for a distance of 3.7 miles. The proposed Phase II will be to continue the rail trail from the Bertozzi WMA to Cutler Field in West Groton for a distance of 2.1 miles along the scenic Squannacook River. The full amount to be paid from the Unallocated Reserve.*

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*
Community Preservation Committee: *Recommend (6 In Favor, 1 Abstained – Easom)*

CPC Proposal G: Bancroft Castle Preservation Study \$16,240

Summary: *The Groton Historical Commission is requesting \$16,240 to commission a study by a qualified masonry preservation firm as to the structural integrity of the masonry remains of the Bancroft Castle atop Gibbet Hill. In addition, this study would outline a strategy to preserve those remains to the maximum extent practically and economically possible. The full amount to be paid from the Historic Reserve.*

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

CPC Proposal H: Property Security, Safety and Preservation \$69,600

Summary: *The Groton Historical Society is requesting \$69,600 in order to make updates and repairs to the Boutwell House. These include the addition of demand security lighting, metal railings along a walkway, repairs to deteriorated windows and entryways, and assessment of the existing sprinkler system. The full amount to be paid from the Historic Reserve.*

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

CPC Proposal I: 2023-2024 Housing Funding Request \$400,000

Summary: *The Affordable Housing Trust (AHT) is requesting \$400,000 from the Community Housing Reserve in order to continue its work of creating and supporting Affordable Housing in Groton. This money will allow the AHT to respond quickly if property suitable for Affordable Housing comes onto the market. Community Housing Funds can be used to acquire, create, support, rehabilitate and/or restore affordable housing if acquired or created with CPA funds. The full amount to be paid from the Community Housing Reserve.*

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

CPC Proposal J: Housing Coordinator – FY 2025 \$62,660

Summary: *This application is requesting \$62,660 in CPA funding from the Community Housing category to fund the wages and benefits of the Housing Coordinator position (25-hours/week). The full amount to be paid from the Community Housing Reserve.*

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

CPC Proposal K: Tools and Equipment for Building Trails \$12,195

Summary: *The Groton Trails Committee is requesting \$12,195 to purchase needed special tools and equipment for them to conduct their work. While it's not associated with any particular trail construction project(s), the special tools and equipment will be used to improve the Committee's overall efficiency, and thereby its capacity, for building, repairing, and enhancing trails in the Groton Trail Network (GTN). The GTN comprises trails on land owned by nonprofits (Groton Conservation Trust, New England Forestry Foundation), the Town of Groton (Groton Conservation Commission), and the Commonwealth of Massachusetts (Department of Conservation and Recreation). The CPA Funds will be used to build, repair (for safety and/or erosion control) and enhance (for safety and/or new users) trails that are used by the public. To Fund this Project, \$5,000 will come from the Open Space Reserve and \$7,195 will come from the Unallocated Reserve.*

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

Community Preservation Committee

Article 26: *Extend Center Sewer District*

To see if the Town will vote to extend the “Groton Center Sewer District” as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors’ Map 115, Lot 25-0 (6 Fairway Drive) but only for the exclusive use of 6 Fairway Drive, 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: *Recommended Unanimously*
Finance Committee: *No Position*
Board of Sewer Commissioners: *Recommended Unanimously*

Summary: *This article requests authorization from the Town Meeting to expand the Center Sewer District to include 6 Fairway Drive, Groton. This article, if approved, will make Sewer available for the exclusive use of 6 Fairway Drive.*

Article 27: *Extend Four Corner Sewer District*

To see if the Town will vote to extend the “Four Corners Sewer District”, as established by the vote under Article 12 of the 2015 Spring Town Meeting, to include the property shown on Assessors’ Map 133, Lot 49-0 (797 Boston Road) but only for the exclusive use of 797 Boston Road, 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: *2 In Favor, 3 Deferred – Cunningham, Pine and Reilly*
Finance Committee: *No Position*
Board of Sewer Commissioners: *Recommended Unanimously*

Summary: *This article requests authorization from the Town Meeting to expand the Four Corners Sewer District to include 797 Boston Road, Groton. This article, if approved, will make Sewer available for the exclusive use of 797 Boston Road.*

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 29th Day of April in the year of our Lord Two Thousand Twenty-Four.

Peter S. Cunningham

Peter S. Cunningham, Chair

John F. Reilly

John F. Reilly, Vice-Chair

Alison S. Manugian

Alison S. Manugian, Clerk

Rebecca H. Pine

Rebecca H. Pine, Member

Matthew F. Pisani

Matthew F. Pisani, 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

**BUDGET MESSAGE FROM THE
TOWN MANAGER
AND FINANCE COMMITTEE**

**TOWN OF GROTON
FISCAL YEAR 2025**

Pursuant to Article 6 "Finance and Fiscal Procedure", Section 6.4 "The Budget", of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Select Board and Town Manager are pleased to submit the revised Proposed Fiscal Year 2025 Operating Budget for the Town of Groton. The original proposed budget of \$52,545,551 that was to be considered by the 2024 Spring Town Meeting had an anticipated deficit of \$1,477,146 and required an override of Proposition 2½. The Override Election held on April 2, 2024 was not successful and the Proposed Budget needed to be adjusted to stay within the expected Fiscal Year 2025 Proposition 2½ Levy Limit. It is important to note that a similar Override Request in the Town of Dunstable was also not successful.

Based on this, the Groton Dunstable Regional School District Committee has made significant revisions to its budget, including the elimination of 27 Full-Time Equivalent Employees (FTEs) resulting in a reduction of \$2,717,353. This reduction has lowered Groton's Assessment by \$2,097,253, leading to a new Proposed Fiscal Year 2025 Budget of \$50,448,297. This adjustment has transformed the previous deficit into a \$619,000 surplus. Please note that the originally proposed Operational Municipal Budget of \$17,271,660, a proposed increase of \$381,271, or 2.26%, remains unchanged.

In light of this development, the Town Manager and Finance Committee are recommending that the Town of Groton provide the Groton Dunstable Regional School District with a one-time \$619,000 Operational Grant. This Grant will enable the District to cover unemployment expenses, based on the reduction of 27 FTEs in FY 2025, and address PFAS-related mitigation at the GDRSD High School.

This Proposed Budget, including the proposed Operational Grant to the Groton Dunstable Regional School District, complies with the original FY 2025 Budget Guidance provided to the Town Manager by the Finance Committee and Select Board in October, 2024. If approved by Town Meeting, the new Proposed Fiscal Year 2025 Operating Budget would be \$51,067,297 as follows:

<u>Category</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,388,159	\$ 2,478,370	\$ 90,211	3.78%
Land Use	\$ 499,606	\$ 520,749	\$ 21,143	4.23%
Protection of Persons and Property	\$ 4,772,597	\$ 4,515,079	\$ (257,518)	-5.40%
Department of Public Works	\$ 2,351,495	\$ 2,389,516	\$ 38,021	1.62%
Library and Citizen Services*	\$ 1,947,870	\$ 2,192,957	\$ 245,086	12.58%
Employee Benefits	\$ 4,930,663	\$ 5,174,990	\$ 244,327	4.96%
Sub-Total	\$ 16,890,390	\$ 17,271,660	\$ 381,271	2.26%
Debt Service - Excluded	\$ 4,326,957	\$ 4,649,077	\$ 322,120	7.44%
Debt Service - In Levy Only	\$ 474,605	\$ 407,534	\$ (67,071)	-14.13%
Sub-Total - All Municipal	\$ 21,691,952	\$ 22,328,271	\$ 636,320	2.93%
Nashoba Tech	\$ 762,656	\$ 966,719	\$ 204,063	26.76%
Groton-Dunstable Operating	\$ 25,937,716	\$ 26,412,384	\$ 474,668	1.83%
Groton Operating Grant	\$ -	\$ 619,000	\$ 619,000	100.00%
Groton-Dunstable Excluded Debt	\$ 406,982	\$ 384,622	\$ (22,360)	-5.49%
Groton-Dunstable Debt	\$ 58,814	\$ 60,534	\$ 1,720	2.92%
Groton Dunstable Capital	\$ 552,203	\$ 295,767	\$ (256,436)	-46.44%
Sub-Total - Education	\$ 27,718,371	\$ 28,739,026	\$ 1,020,655	3.68%
Grand Total - Town Budget	\$ 49,410,323	\$ 51,067,297	\$ 1,656,975	3.35%

*In FY 2025, Library and Citizen Services includes the Cable Access Department for the first time

As stated, the total Fiscal Year 2025 Proposed Operating Budget, including the proposed Assessments of the Groton Dunstable Regional School District (and Operational Grant) and the Nashoba Valley Regional Technical High School, and excluded debt, is \$51,067,297, or an increase of 3.35% and is within the anticipated Fiscal Year 2025 Levy Limit. When you take into consideration the proposed Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total Proposed Budget is \$55,800,963. Based on this, the estimated Tax Rate for Fiscal Year 2025 is \$15.62, or an increase of \$0.53. In Fiscal Year 2024, the average Tax Bill in the Town of Groton (based on a home valued at \$694,934) is \$10,487. Under this proposed Budget, that same homeowner can expect a tax bill of \$10,855, or an increase of \$368. The following chart shows a comparison between FY 2024 and FY 2025:

	<u>Actual</u> <u>FY 2024</u>	<u>Proposed</u> <u>FY 2025</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Levy Capacity Used	\$ 36,587,742	\$ 38,055,280	\$ 1,467,538	4.01%
Tax Rate on Levy Capacity Used	\$ 13.36	\$ 13.80	\$ 0.44	3.29%
Average Tax Bill	\$ 9,284	\$ 9,590	\$ 306	3.29%
Excluded Debt	\$ 4,732,786	\$ 5,032,590	\$ 299,804	6.33%
Tax Rate on Excluded Debt	\$ 1.73	\$ 1.82	\$ 0.09	5.20%
Average Tax Bill	\$ 1,202	\$ 1,265	\$ 63	5.20%
Final Levy Used	\$ 41,320,528	\$ 43,087,870	\$ 1,767,342	4.28%
Final Tax Rate	\$ 15.09	\$ 15.62	\$ 0.53	3.51%
Average Tax Bill	\$ 10,487	\$ 10,855	\$ 368	3.51%

Respectfully submitted,

Mark W. Haddad

Groton Town Manager

Respectfully submitted,

Bud Robertson, Chair

Colby Doody, Vice Chair

Gary Green

David Manugian

Scott Whitefield

Michael Sulprizio

Mary Linskey

Groton Finance Committee

**TOWN OF GROTON
FISCAL YEAR 2025
REVENUE ESTIMATES**

	BUDGETED FY 2024		ESTIMATED FY 2025		CHANGE
PROPERTY TAX REVENUE	\$ 36,832,663	\$	38,055,280	\$	1,222,617
DEBT EXCLUSIONS	\$ 4,732,786	\$	5,032,590	\$	299,804
CHERRY SHEET - STATE AID	\$ 1,116,143	\$	1,126,928	\$	10,785
UNEXPENDED TAX CAPACITY	\$ 244,920	\$	-	\$	(244,920)
LOCAL RECEIPTS:					
General Revenue:					
Motor Vehicle Excise Taxes	\$ 1,820,583	\$	1,820,583	\$	-
Meals Tax and Room Occupancy Tax	\$ 400,000	\$	400,000	\$	-
Marijuana Revenue	\$ 150,000	\$	75,000	\$	(75,000)
Penalties & Interest on Taxes	\$ 110,000	\$	110,000	\$	-
Payments in Lieu of Taxes	\$ 371,500	\$	395,443	\$	23,943
Other Charges for Services	\$ 99,000	\$	15,000	\$	(84,000)
Fees	\$ 392,000	\$	400,000	\$	8,000
Rentals	\$ 40,000	\$	55,000	\$	15,000
Library Revenues	\$ -	\$	-	\$	-
Other Departmental Revenue	\$ 800,000	\$	854,063	\$	54,063
Licenses and Permits	\$ 429,300	\$	429,300	\$	-
Fines and Forfeits	\$ 20,000	\$	10,000	\$	(10,000)
Investment Income	\$ 90,000	\$	243,744	\$	153,744
Recreation Revenues	\$ 700,000	\$	750,000	\$	50,000
Miscellaneous Recurring	\$ 75,000	\$	94,000	\$	19,000
Sub-total - General Revenue	\$ 5,497,383	\$	5,652,133	\$	154,750
Other Revenue:					
Free Cash	\$ 818,137	\$	698,133	\$	(120,004)
Capital Stabilization Fund for GDRSD	\$ 253,407	\$	295,767	\$	42,360
Stabilization Fund for Tax Rate Relief	\$ -	\$	-	\$	-
Capital Asset Stabilization Fund	\$ 620,142	\$	683,500	\$	63,358
EMS/Conservation Fund Receipts Reserve	\$ 525,951	\$	350,000	\$	(175,951)
Community Preservation Funds	\$ -	\$	-	\$	-
Water Department Surplus	\$ -	\$	-	\$	-
Sewer Department Surplus	\$ -	\$	-	\$	-
Insurance Reimbursements	\$ -	\$	-	\$	-
Bond Surplus Transfer	\$ -	\$	-	\$	-
Coronavirus Recovery Funds	\$ -	\$	-	\$	-
Sub-total - Other Revenue	\$ 2,217,637	\$	2,027,400	\$	(190,237)
WATER DEPARTMENT ENTERPRISE	\$ 2,090,822	\$	2,310,267	\$	219,444
SEWER DEPARTMENT ENTERPRISE	\$ 889,499	\$	1,250,475	\$	360,976
LOCAL ACCESS CABLE ENTERPRISE	\$ 230,137	\$	-	\$	(230,137)
FOUR CORNER SEWER ENTERPRISE	\$ 77,811	\$	98,040	\$	20,229
STORMWATER UTILITY ENTERPRISE	\$ 242,520	\$	247,851	\$	5,331
TOTAL ESTIMATED REVENUE	\$ 53,929,802	\$	55,800,963	\$	1,871,161

**TOWN OF GROTON
FISCAL YEAR 2025
TAX LEVY CALCULATIONS**

FY 2025 PROPOSED EXPENDITURES

TOWN MANAGER - Proposed Budget

General Government	\$	2,478,370
Land Use Departments	\$	520,749
Protection of Persons and Property	\$	4,515,079
Regional School Districts	\$	28,739,026
Department of Public Works	\$	2,389,516
Library and Citizen Services	\$	2,192,957
Debt Service	\$	5,056,611
Employee Benefits	\$	5,174,990

Sub-Total - Operating Budget \$ 51,067,297

A. TOTAL DEPARTMENTAL BUDGET REQUESTS	\$	51,067,297
B. CAPITAL BUDGET REQUESTS	\$	862,144
C. ENTERPRISE FUND REQUESTS	\$	3,590,968
D. COMMUNITY PRESERVATION REQUEST		

OTHER AMOUNTS TO BE RAISED

1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	-
5. Total cherry sheet offsets	\$	29,107
6. Revenue deficits	\$	-
7. Offset Receipts	\$	-
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	-
10. Other	\$	-

E. TOTAL OTHER AMOUNTS TO BE RAISED	\$	29,107
F. STATE AND COUNTY CHERRY SHEET CHARGES	\$	101,446
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS	\$	150,000

TOTAL PROPOSED EXPENDITURES \$ **55,800,963**

FY 2025 ESTIMATED RECEIPTS

ESTIMATED TAX LEVY

Levy Limit	\$	38,055,280
Debt Exclusion	\$	5,032,590

A. ESTIMATED TAX LEVY	\$	43,087,870
B. CHERRY SHEET ESTIMATED RECEIPTS	\$	1,126,928
C. LOCAL RECEIPTS NOT ALLOCATED	\$	5,652,133
D. OFFSET RECEIPTS	\$	-
E. ENTERPRISE FUNDS	\$	3,906,632
F. COMMUNITY PRESERVATION FUNDS	\$	-
G. FREE CASH	\$	698,133

OTHER AVAILABLE FUNDS

1. Stabilization Fund	\$	-
2. Capital Asset Fund	\$	683,500
3. GDRSD Capital Asset Fund	\$	295,767
4. EMS/Conservation Fund	\$	350,000
5. Bond Surplus Transfer	\$	-
6. Coronavirus Recovery Funds	\$	-

H. OTHER AVAILABLE FUNDS \$ 1,329,267

TOTAL ESTIMATED RECEIPTS \$ **55,800,963**

FY 2025 SURPLUS/(DEFICIT) \$ **0**

APPENDIX A

TOWN OF GROTON FISCAL YEAR 2025

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
GENERAL GOVERNMENT							
MODERATOR							
1000	Salaries	\$ 65	\$ 1,000	\$ 1,000	\$ 1,000	0.21	0.00%
1001	Expenses	\$ -	\$ 80	\$ 80	\$ 80	0.02	0.00%
DEPARTMENTAL TOTAL		\$ 65	\$ 1,080	\$ 1,080	\$ 1,080	0.23	0.00%
SELECT BOARD							
1020	Salaries	\$ -	\$ -	\$ -	\$ -	-	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1022	Expenses	\$ 2,960	\$ 11,800	\$ 6,800	\$ 6,800	1.46	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	-	0.00%
1024	Minor Capital	\$ 25,649	\$ 24,054	\$ 24,054	\$ 24,054	5.17	0.05%
DEPARTMENTAL TOTAL		\$ 28,609	\$ 35,854	\$ 30,854	\$ 30,854	6.63	0.06%
TOWN MANAGER							
1030	Salaries	\$ 243,254	\$ 252,064	\$ 258,863	\$ 258,863	55.64	0.50%
1031	Wages	\$ 111,392	\$ 117,005	\$ 141,837	\$ 141,837	30.48	0.27%
1032	Expenses	\$ 14,240	\$ 12,100	\$ 12,100	\$ 12,100	2.60	0.02%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	-	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 368,886	\$ 381,169	\$ 412,800	\$ 412,800	88.72	0.79%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
FINANCE COMMITTEE							
1040	Expenses	\$ 214	\$ 220	\$ -	\$ -	-	0.00%
1041	Reserve Fund	\$ 49,400	\$ 150,000	\$ 150,000	\$ 150,000	32.24	0.29%
DEPARTMENTAL TOTAL		\$ 49,614	\$ 150,220	\$ 150,000	\$ 150,000	32.24	0.29%
TOWN ACCOUNTANT							
1050	Salaries	\$ 101,126	\$ 115,615	\$ 118,163	\$ 118,163	25.40	0.23%
1051	Wages	\$ 52,920	\$ 54,491	\$ 56,679	\$ 56,679	12.18	0.11%
1052	Expenses	\$ 40,199	\$ 39,100	\$ 50,523	\$ 50,523	10.86	0.10%
DEPARTMENTAL TOTAL		\$ 194,245	\$ 209,206	\$ 225,365	\$ 225,365	48.44	0.43%
BOARD OF ASSESSORS							
1060	Salaries	\$ 85,280	\$ 94,300	\$ 96,186	\$ 96,186	20.67	0.18%
1061	Wages	\$ 65,073	\$ 68,486	\$ 75,272	\$ 75,272	16.18	0.14%
1062	Expenses	\$ 29,012	\$ 47,374	\$ 47,032	\$ 47,032	10.11	0.09%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 179,365	\$ 210,160	\$ 218,490	\$ 218,490	46.96	0.42%
TREASURER/TAX COLLECTOR							
1070	Salaries	\$ 141,733	\$ 150,769	\$ 153,977	\$ 153,977	33.09	0.29%
1071	Wages	\$ 74,499	\$ 80,256	\$ 82,940	\$ 82,940	17.83	0.16%
1072	Expenses	\$ 24,546	\$ 26,253	\$ 28,637	\$ 28,637	6.15	0.05%
1073	Tax Title	\$ 500	\$ 7,100	\$ 7,100	\$ 7,100	1.53	0.01%
1074	Bond Cost	\$ 500	\$ 2,300	\$ 2,300	\$ 2,300	0.49	0.00%
DEPARTMENTAL TOTAL		\$ 241,778	\$ 266,678	\$ 274,954	\$ 274,954	59.10	0.53%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
TOWN COUNSEL							
1080	Expenses	\$ 58,577	\$ 90,000	\$ 90,000	\$ 90,000	19.34	0.17%
DEPARTMENTAL TOTAL		\$ 58,577	\$ 90,000	\$ 90,000	\$ 90,000	19.34	0.17%
HUMAN RESOURCES							
1090	Salary	\$ 87,983	\$ 94,300	\$ 96,936	\$ 96,936	20.83	0.19%
1091	Expenses	\$ 14,927	\$ 12,400	\$ 12,400	\$ 12,400	2.67	0.02%
DEPARTMENTAL TOTAL		\$ 102,910	\$ 106,700	\$ 109,336	\$ 109,336	23.50	0.21%
INFORMATION TECHNOLOGY							
1100	Salary	\$ 121,981	\$ 121,627	\$ 124,810	\$ 124,810	26.83	0.24%
1101	Wages	\$ 61,194	\$ 70,261	\$ 73,459	\$ 73,459	15.79	0.14%
1102	Expenses	\$ 21,455	\$ 24,800	\$ 24,800	\$ 24,800	5.33	0.05%
DEPARTMENTAL TOTAL		\$ 204,630	\$ 216,688	\$ 223,069	\$ 223,069	47.94	0.43%
GIS STEERING COMMITTEE							
1120	Expenses	\$ 3,000	\$ 8,300	\$ 8,300	\$ 8,300	1.78	0.02%
DEPARTMENTAL TOTAL		\$ 3,000	\$ 8,300	\$ 8,300	\$ 8,300	1.78	0.02%
TOWN CLERK							
1130	Salaries	\$ 95,550	\$ 98,472	\$ 98,591	\$ 98,591	21.19	0.19%
1131	Wages	\$ 81,648	\$ 73,125	\$ 81,040	\$ 81,040	17.42	0.16%
1132	Expenses	\$ 9,539	\$ 18,450	\$ 13,900	\$ 13,900	2.99	0.03%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 186,737	\$ 190,047	\$ 193,531	\$ 193,531	41.60	0.37%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
ELECTIONS & BOARD OF REGISTRARS							
1140	Stipend	\$ 27,416	\$ 22,930	\$ 33,053	\$ 33,053	7.10	0.06%
1141	Expenses	\$ 15,597	\$ 22,927	\$ 21,088	\$ 21,088	4.53	0.04%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 43,013	\$ 45,857	\$ 54,141	\$ 54,141	11.64	0.10%
STREET LISTINGS							
1150	Expenses	\$ 4,818	\$ 5,700	\$ 5,950	\$ 5,950	1.28	0.01%
DEPARTMENTAL TOTAL		\$ 4,818	\$ 5,700	\$ 5,950	\$ 5,950	1.28	0.01%
INSURANCE & BONDING							
1160	Insurance & Bonding	\$ 286,667	\$ 320,000	\$ 330,000	\$ 330,000	70.93	0.63%
1161	Insurance Deductible Reserve - Liability	\$ 10,060	\$ 12,000	\$ 12,000	\$ 12,000	2.58	0.02%
1162	Insurance Deductible Reserve - 111F	\$ 3,744	\$ 25,000	\$ 25,000	\$ 25,000	5.37	0.05%
DEPARTMENTAL TOTAL		\$ 300,471	\$ 357,000	\$ 367,000	\$ 367,000	78.88	0.70%
TOWN REPORT							
1170	Expenses	\$ 1,472	\$ 1,500	\$ 1,500	\$ 1,500	0.32	0.00%
DEPARTMENTAL TOTAL		\$ 1,472	\$ 1,500	\$ 1,500	\$ 1,500	0.32	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
POSTAGE/TOWN HALL EXPENSES							
1180	Expenses	\$ 68,297	\$ 65,000	\$ 65,000	\$ 65,000	13.97	0.12%
1181	Telephone Expenses	\$ 15,954	\$ 30,000	\$ 30,000	\$ 30,000	6.45	0.06%
1182	Office Supplies	\$ 25,433	\$ 17,000	\$ 17,000	\$ 17,000	3.65	0.03%
<hr/>							
	DEPARTMENTAL TOTAL	\$ 109,684	\$ 112,000	\$ 112,000	\$ 112,000	24.07	0.21%
<hr/>							
	TOTAL GENERAL GOVERNMENT	\$ 2,077,874	\$ 2,388,159	\$ 2,478,370	\$ 2,478,370	532.67	4.74%

LAND USE DEPARTMENTS

CONSERVATION COMMISSION							
1200	Salary	\$ 73,972	\$ 73,351	\$ 79,070	\$ 79,070	16.99	0.15%
1201	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1202	Expenses	\$ 4,597	\$ 8,770	\$ 8,270	\$ 8,270	1.78	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	-	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
<hr/>							
	DEPARTMENTAL TOTAL	\$ 78,569	\$ 82,121	\$ 87,340	\$ 87,340	18.77	0.17%
<hr/>							
PLANNING BOARD							
1210	Salaries	\$ 89,237	\$ 95,922	\$ 97,696	\$ 97,696	21.00	0.19%
1211	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1212	Expenses	\$ 8,844	\$ 9,950	\$ 9,625	\$ 9,625	2.07	0.02%
1215	M.R.P.C. Assessment	\$ 3,846	\$ 4,200	\$ 4,041	\$ 4,041	0.87	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	-	0.00%
<hr/>							
	DEPARTMENTAL TOTAL	\$ 101,927	\$ 110,072	\$ 111,362	\$ 111,362	23.93	0.21%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
ZONING BOARD OF APPEALS							
1220	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1221	Expenses	\$ 50	\$ 1,500	\$ 1,335	\$ 1,335	0.29	0.00%
DEPARTMENTAL TOTAL		\$ 50	\$ 1,500	\$ 1,335	\$ 1,335	0.29	0.00%
HISTORIC DISTRICT COMMISSION							
1230	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	-	0.00%
BUILDING INSPECTOR							
1240	Salaries	\$ 104,758	\$ 104,904	\$ 107,030	\$ 107,030	23.00	0.20%
1241	Wages	\$ 55,067	\$ 61,453	\$ 63,935	\$ 63,935	13.74	0.12%
1242	Expenses	\$ 23,257	\$ 21,750	\$ 24,897	\$ 24,897	5.35	0.05%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 183,082	\$ 188,107	\$ 195,862	\$ 195,862	42.10	0.37%
MECHANICAL INSPECTOR							
1250	Fee Salaries	\$ 54,800	\$ 39,000	\$ 39,000	\$ 39,000	8.38	0.07%
1251	Expenses	\$ 4,876	\$ 4,000	\$ 3,500	\$ 3,500	0.75	0.01%
DEPARTMENTAL TOTAL		\$ 59,676	\$ 43,000	\$ 42,500	\$ 42,500	9.13	0.08%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025	FY 2025	FY 2025	FY 2025
				TOWN MANAGER BUDGET	FINCOM BUDGET	AVERAGE TAX BILL	PERCENT OF TAX BILL
EARTH REMOVAL INSPECTOR							
1260	Stipend	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.54	0.00%
1261	Expenses	\$ -	\$ 200	\$ 300	\$ 300	0.06	0.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 2,500	\$ 2,700	\$ 2,800	\$ 2,800	0.60	0.01%
BOARD OF HEALTH							
1270	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1271	Expenses	\$ 983	\$ 1,575	\$ 1,575	\$ 1,575	0.34	0.00%
1272	Nursing Services	\$ -	\$ 17,798	\$ 17,798	\$ 17,798	3.83	0.03%
1273	Nashoba Health District	\$ 51,483	\$ 38,833	\$ 43,081	\$ 43,081	9.26	0.08%
1274	Herbert Lipton MH	\$ 8,000	\$ -	\$ -	\$ -	-	0.00%
1275	Eng/Consult/Landfill Monitoring	\$ 9,133	\$ 10,600	\$ 13,834	\$ 13,834	2.97	0.03%
DEPARTMENTAL TOTAL		\$ 69,599	\$ 68,806	\$ 76,288	\$ 76,288	16.40	0.15%
SEALER OF WEIGHTS & MEASURES							
1280	Fee Salaries	\$ 680	\$ 3,200	\$ -	\$ -	-	0.00%
1281	Expenses	\$ -	\$ 100	\$ 3,262	\$ 3,262	0.70	0.01%
DEPARTMENTAL TOTAL		\$ 680	\$ 3,300	\$ 3,262	\$ 3,262	0.70	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 496,083	\$ 499,606	\$ 520,749	\$ 520,749	111.92	1.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
PROTECTION OF PERSONS AND PROPERTY							
POLICE DEPARTMENT							
1300	Salaries	\$ 283,207	\$ 286,466	\$ 305,889	\$ 305,889	65.74	0.59%
1301	Wages	\$ 2,067,435	\$ 2,116,748	\$ 2,222,071	\$ 2,222,071	477.59	4.25%
1302	Expenses	\$ 207,915	\$ 215,370	\$ 264,552	\$ 264,552	56.86	0.51%
1303	Lease or Purchase of Cruisers	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	1.07	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	-	0.00%
1305	Minor Capital	\$ 7,588	\$ 6,420	\$ 12,984	\$ 12,984	2.79	0.02%
DEPARTMENTAL TOTAL		\$ 2,571,145	\$ 2,630,004	\$ 2,810,496	\$ 2,810,496	604.06	5.38%
FIRE DEPARTMENT							
1310	Salaries	\$ 256,900	\$ 281,595	\$ 292,712	\$ 292,712	62.91	0.56%
1311	Wages	\$ 1,165,166	\$ 1,112,490	\$ 1,160,261	\$ 1,160,261	249.37	2.22%
1312	Expenses	\$ 202,231	\$ 207,096	\$ 212,146	\$ 212,146	45.60	0.41%
DEPARTMENTAL TOTAL		\$ 1,624,297	\$ 1,601,181	\$ 1,665,119	\$ 1,665,119	357.88	3.19%
GROTON WATER FIRE PROTECTION							
1320	West Groton Water District	\$ -	\$ -	\$ -	\$ -	-	0.00%
1321	Groton Water Department	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	-	0.00%
ANIMAL INSPECTOR							
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.45	0.00%
1331	Expenses	\$ 270	\$ 400	\$ 400	\$ 400	0.09	0.00%
DEPARTMENTAL TOTAL		\$ 2,352	\$ 2,482	\$ 2,482	\$ 2,482	0.53	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER							
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.45	0.00%
1341	Expenses	\$ 270	\$ 400	\$ 400	\$ 400	0.09	0.00%
DEPARTMENTAL TOTAL		\$ 2,352	\$ 2,482	\$ 2,482	\$ 2,482	0.53	0.00%
EMERGENCY MANAGEMENT AGENCY							
1350	Salary	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.86	0.01%
1351	Expenses	\$ 10,000	\$ 40,000	\$ 10,000	\$ 10,000	2.15	0.02%
1352	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 14,000	\$ 44,000	\$ 14,000	\$ 14,000	3.01	0.03%
DOG OFFICER							
1360	Salary	\$ 15,000	\$ 17,500	\$ 17,500	\$ 17,500	3.76	0.03%
1361	Expenses	\$ 2,929	\$ 3,000	\$ 3,000	\$ 3,000	0.64	0.01%
DEPARTMENTAL TOTAL		\$ 17,929	\$ 20,500	\$ 20,500	\$ 20,500	4.41	0.04%
POLICE & FIRE COMMUNICATIONS							
1370	Wages	\$ 444,288	\$ 448,073	\$ -	\$ -	-	0.00%
1371	Expenses	\$ 20,382	\$ 23,875	\$ -	\$ -	-	0.00%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 464,670	\$ 471,948	\$ -	\$ -	-	0.00%
TOTAL PROTECTION OF PERSONS AND PROPERTY		\$ 4,696,745	\$ 4,772,597	\$ 4,515,079	\$ 4,515,079	970.42	8.64%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
<u>REGIONAL SCHOOL DISTRICT BUDGETS</u>							
NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL							
1400	Operating Expenses	\$ 810,037	\$ 762,656	\$ 966,719	\$ 966,719	207.78	1.85%
DEPARTMENTAL TOTAL		\$ 810,037	\$ 762,656	\$ 966,719	\$ 966,719	207.78	1.85%
<u>GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT</u>							
1410	Operating Expenses	\$ 24,802,222	\$ 25,937,716	\$ 26,412,384	\$ 26,412,384	5,676.79	50.55%
1411	Debt Service, Excluded	\$ -	\$ 406,982	\$ 384,622	\$ 384,622	82.67	0.74%
1412	Debt Service, Unexcluded	\$ -	\$ 58,814	\$ 60,534	\$ 60,534	13.01	0.12%
1413	Operating Grant	\$ -	\$ -	\$ 619,000	\$ 619,000	133.04	1.18%
1414	Capital Assessment	\$ 577,026	\$ 552,203	\$ 295,767	\$ 295,767	63.57	0.57%
DEPARTMENTAL TOTAL		\$ 25,379,248	\$ 26,955,715	\$ 27,772,307	\$ 27,772,307	5,969.07	53.15%
TOTAL SCHOOLS		\$ 26,189,285	\$ 27,718,371	\$ 28,739,026	\$ 28,739,026	6,176.85	55.00%
<u>DEPARTMENT OF PUBLIC WORKS</u>							
HIGHWAY DEPARTMENT							
1500	Salaries	\$ 120,670	\$ 120,293	\$ 122,664	\$ 122,664	26.36	0.23%
1501	Wages	\$ 750,224	\$ 743,323	\$ 753,789	\$ 753,789	162.01	1.44%
1502	Expenses	\$ 136,529	\$ 136,900	\$ 136,900	\$ 136,900	29.42	0.26%
1503	Highway Maintenance	\$ 81,712	\$ 80,000	\$ 80,000	\$ 80,000	17.19	0.15%
1504	Minor Capital	\$ 5,526	\$ 15,000	\$ 15,000	\$ 15,000	3.22	0.03%
DEPARTMENTAL TOTAL		\$ 1,094,661	\$ 1,095,516	\$ 1,108,353	\$ 1,108,353	238.22	2.12%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
STREET LIGHTS							
1510	Expenses	\$ 12,202	\$ 15,000	\$ 15,000	\$ 15,000	3.22	0.03%
DEPARTMENTAL TOTAL		\$ 12,202	\$ 15,000	\$ 15,000	\$ 15,000	3.22	0.03%
SNOW AND ICE							
1520	Expenses	\$ 171,937	\$ 165,000	\$ 165,000	\$ 165,000	35.46	0.32%
1521	Overtime	\$ 268,100	\$ 140,000	\$ 140,000	\$ 140,000	30.09	0.27%
1522	Hired Equipment	\$ 45,349	\$ 35,000	\$ 35,000	\$ 35,000	7.52	0.07%
DEPARTMENTAL TOTAL		\$ 485,386	\$ 340,000	\$ 340,000	\$ 340,000	73.08	0.65%
TREE WARDEN BUDGET							
1530	Salary	\$ -	\$ -	\$ -	\$ -	-	0.00%
1531	Expenses	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0.64	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.32	0.00%
1533	Tree Work	\$ 9,515	\$ 30,000	\$ 30,000	\$ 30,000	6.45	0.06%
DEPARTMENTAL TOTAL		\$ 12,515	\$ 34,500	\$ 34,500	\$ 34,500	7.42	0.07%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE							
1540	Wages	\$ 156,174	\$ 166,348	\$ 162,845	\$ 162,845	35.00	0.31%
1541	Expenses	\$ 257,888	\$ 270,950	\$ 270,950	\$ 270,950	58.24	0.52%
1542	Minor Capital	\$ 9,849	\$ -	\$ 25,000	\$ 25,000	5.37	0.05%
DEPARTMENTAL TOTAL		\$ 423,911	\$ 437,298	\$ 458,795	\$ 458,795	98.61	0.88%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
SOLID WASTE DISPOSAL							
1550	Wages	\$ 145,954	\$ 154,315	\$ 157,651	\$ 157,651	33.88	0.30%
1551	Expenses	\$ 38,661	\$ 45,686	\$ 45,686	\$ 45,686	9.82	0.09%
1552	Tipping Fees	\$ 139,668	\$ 145,000	\$ 145,000	\$ 145,000	31.16	0.28%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	1.26	0.01%
1554	Minor Capital	\$ 4,717	\$ 5,000	\$ 5,000	\$ 5,000	1.07	0.01%
DEPARTMENTAL TOTAL		\$ 334,850	\$ 355,851	\$ 359,187	\$ 359,187	77.20	0.69%
PARKS DEPARTMENT							
1560	Wages	\$ 13,804	\$ 17,571	\$ 17,922	\$ 17,922	3.85	0.03%
1561	Expenses	\$ 55,272	\$ 55,759	\$ 55,759	\$ 55,759	11.98	0.11%
DEPARTMENTAL TOTAL		\$ 69,076	\$ 73,330	\$ 73,681	\$ 73,681	15.84	0.14%
TOTAL DEPARTMENT OF PUBLIC WORKS		\$ 2,432,601	\$ 2,351,495	\$ 2,389,516	\$ 2,389,516	513.58	4.57%
LIBRARY AND CITIZEN'S SERVICES							
COUNCIL ON AGING							
1600	Salaries	\$ 87,986	\$ 87,446	\$ 162,023	\$ 162,023	34.82	0.31%
1601	Wages	\$ 116,035	\$ 103,143	\$ 55,733	\$ 55,733	11.98	0.11%
1602	Expenses	\$ 12,384	\$ 12,254	\$ 12,700	\$ 12,700	2.73	0.02%
1603	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 216,405	\$ 202,843	\$ 230,456	\$ 230,456	49.53	0.44%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
SENIOR CENTER VAN							
1610	Wages	\$ 62,342	\$ 74,808	\$ 76,611	\$ 76,611	16.47	0.15%
1611	Expenses	\$ 16,823	\$ 18,023	\$ 21,023	\$ 21,023	4.52	0.04%
DEPARTMENTAL TOTAL		\$ 79,165	\$ 92,831	\$ 97,634	\$ 97,634	20.98	0.19%
VETERAN'S SERVICE OFFICER							
1620	Salary	\$ 6,000	\$ 6,120	\$ 6,242	\$ 6,242	1.34	0.01%
1621	Expenses	\$ -	\$ 1,100	\$ 1,100	\$ 1,100	0.24	0.00%
1622	Veterans' Benefits	\$ 18,919	\$ 25,000	\$ 25,000	\$ 25,000	5.37	0.05%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENT TOTAL		\$ 24,919	\$ 32,220	\$ 32,342	\$ 32,342	6.95	0.06%
GRAVES REGISTRATION							
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.05	0.00%
1631	Expenses	\$ 750	\$ 760	\$ 760	\$ 760	0.16	0.00%
DEPARTMENTAL TOTAL		\$ 1,000	\$ 1,010	\$ 1,010	\$ 1,010	0.22	0.00%
CARE OF VETERAN GRAVES							
1640	Contract Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.32	0.00%
DEPARTMENTAL TOTAL		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.32	0.00%
OLD BURYING GROUND COMMITTEE							
1650	Expenses	\$ -	\$ 800	\$ 800	\$ 800	0.17	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ 800	\$ 800	\$ 800	0.17	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
LIBRARY							
1660	Salary	\$ 426,346	\$ 441,807	\$ 453,630	\$ 453,630	97.50	0.87%
1661	Wages	\$ 331,618	\$ 317,104	\$ 355,706	\$ 355,706	76.45	0.68%
1662	Expenses	\$ 214,238	\$ 226,873	\$ 219,966	\$ 219,966	47.28	0.42%
1663	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 972,202	\$ 985,784	\$ 1,029,302	\$ 1,029,302	221.23	1.97%
COMMEMORATIONS & CELEBRATIONS							
1670	Expenses	\$ 263	\$ 500	\$ 500	\$ 500	0.11	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 263	\$ 500	\$ 500	\$ 500	0.11	0.00%
WATER SAFETY							
1680	Wages	\$ 2,520	\$ 4,560	\$ 4,560	\$ 4,560	0.98	0.01%
1681	Expenses and Minor Capital	\$ 2,887	\$ 4,683	\$ 4,683	\$ 4,683	1.01	0.01%
1682	Property Maint. & Improvements	\$ 9,000	\$ 9,000	\$ 10,900	\$ 10,900	2.34	0.02%
DEPARTMENTAL TOTAL		\$ 14,407	\$ 18,243	\$ 20,143	\$ 20,143	4.33	0.04%
WEED MANAGEMENT							
1690	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1691	Expenses: Weed Harvester	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	4.73	0.04%
1692	Expenses: Great Lakes	\$ 12,001	\$ 12,385	\$ 12,385	\$ 12,385	2.66	0.02%
DEPARTMENTAL TOTAL		\$ 34,001	\$ 34,385	\$ 34,385	\$ 34,385	7.39	0.07%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
GROTON COUNTRY CLUB							
1700	Salary	\$ 170,866	\$ 172,675	\$ 177,727	\$ 177,727	\$ 38.20	0.34%
1701	Wages	\$ 234,595	\$ 237,305	\$ 243,941	\$ 243,941	\$ 52.43	0.47%
1702	Expenses	\$ 193,969	\$ 167,774	\$ 167,774	\$ 167,774	\$ 36.06	0.32%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 599,430	\$ 577,754	\$ 589,442	\$ 589,442	126.69	1.13%
LOCAL ACCESS CABLE DEPARTMENT							
1710	Salaries	\$ -	\$ -	\$ 71,048	\$ 71,048	\$ 15.27	0.14%
1711	Wages	\$ -	\$ -	\$ 61,219	\$ 61,219	\$ 13.16	0.12%
1712	Expenses	\$ -	\$ -	\$ 18,175	\$ 18,175	\$ 3.91	0.03%
1713	Minor Capital	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 1.07	0.01%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ 155,442	\$ 155,442	33.41	0.30%
TOTAL LIBRARY AND CITIZEN SERVICES		\$ 1,943,292	\$ 1,947,870	\$ 2,192,957	\$ 2,192,957	471.33	4.20%
DEBT SERVICE							
DEBT SERVICE							
2000	Long Term Debt - Principal Excluded	\$ 2,267,786	\$ 1,870,000	\$ 2,025,000	\$ 2,025,000	\$ 435.23	3.88%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 153,506	\$ 165,000	\$ 165,000	\$ 35.46	0.32%
2002	Long Term Debt - Interest - Excluded	\$ 1,332,573	\$ 1,418,852	\$ 1,340,252	\$ 1,340,252	\$ 288.06	2.57%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 77,474	\$ 110,364	\$ 110,364	\$ 23.72	0.21%
2004	Short Term Debt - Principal - Town	\$ -	\$ 212,949	\$ 123,526	\$ 123,526	\$ 26.55	0.24%
2005A	Short Term Debt - Interest - Non Excluded	\$ 13,803	\$ 30,676	\$ 8,644	\$ 8,644	\$ 1.86	0.02%
2005B	Short Term Debt - Interest - Excluded	\$ -	\$ 1,038,105	\$ 1,283,825	\$ 1,283,825	\$ 275.93	2.46%
DEPARTMENTAL TOTAL		\$ 3,614,162	\$ 4,801,562	\$ 5,056,611	\$ 5,056,611	1,086.81	9.68%
TOTAL DEBT SERVICE		\$ 3,614,162	\$ 4,801,562	\$ 5,056,611	\$ 5,056,611	1,086.81	9.68%

LINE	DEPARTMENT/DESCRIPTION	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 TOWN MANAGER BUDGET	FY 2025 FINCOM BUDGET	FY 2025 AVERAGE TAX BILL	FY 2025 PERCENT OF TAX BILL
EMPLOYEE BENEFITS							
EMPLOYEE BENEFITS							
GENERAL BENEFITS							
3000	County Retirement	\$ 2,538,910	\$ 2,494,280	\$ 2,653,019	\$ 2,653,019	\$ 570.21	5.08%
3001	OPEB	\$ 177,094	\$ 185,000	\$ 190,000	\$ 190,000	\$ 40.84	0.36%
3002	Unemployment Compensation	\$ 195,465	\$ 10,000	\$ 10,000	\$ 10,000	\$ 2.15	0.02%
INSURANCE							
3010	Health Insurance/Employee Expenses	\$ 1,811,069	\$ 2,090,563	\$ 2,161,151	\$ 2,161,151	\$ 464.49	4.14%
3011	Life Insurance	\$ 3,642	\$ 3,820	\$ 3,820	\$ 3,820	\$ 0.82	0.01%
3012	Medicare/Social Security	\$ 153,710	\$ 147,000	\$ 157,000	\$ 157,000	\$ 33.74	0.30%
DEPARTMENTAL TOTAL		\$ 4,879,890	\$ 4,930,663	\$ 5,174,990	\$ 5,174,990	\$ 1,112.26	9.90%
TOTAL EMPLOYEE BENEFITS		\$ 4,879,890	\$ 4,930,663	\$ 5,174,990	\$ 5,174,990	\$ 1,112.26	9.90%
ADDITIONAL APPROPRIATIONS							
ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 663,000	\$ 800,142	\$ 901,971	\$ 901,971	\$ 193.86	1.73%
	Offset Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Cherry Sheet Offsets	\$ 25,054	\$ 29,051	\$ 29,107	\$ 27,107	\$ 6.26	0.06%
	Snow and Ice Deficit	\$ 168,040	\$ -	\$ -	\$ -	\$ -	0.00%
	State and County Charges	\$ 95,249	\$ 98,662	\$ 101,443	\$ 101,443	\$ 21.80	0.19%
	Allowance for Abatements/Exemptions	\$ 43,020	\$ 150,000	\$ 150,000	\$ 150,000	\$ 32.24	0.29%
DEPARTMENTAL TOTAL		\$ 994,363	\$ 1,077,855	\$ 1,182,521	\$ 1,180,521	\$ 254.16	2.26%
GRAND TOTAL - TOWN BUDGET		\$ 47,324,294	\$ 50,488,178	\$ 52,249,818	\$ 52,247,818	\$ 11,230	100.00%

FY 2025 ENTERPRISE FUND BUDGETS

LINE	DEPARTMENT/DESCRIPTION	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 APPROPRIATED	FY 2025 DEPARTMENT REQUEST	FY 2025 TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT								
	WD Salaries	\$ 151,444	\$ 152,121	\$ 163,248	\$ 166,505	\$ 176,650	\$ 176,650	6.09%
	WD Wages	\$ 186,050	\$ 255,303	\$ 269,339	\$ 278,587	\$ 300,075	\$ 300,075	7.71%
	WD Expenses	\$ 499,510	\$ 526,019	\$ 573,697	\$ 737,900	\$ 637,300	\$ 637,300	-13.63%
	WD Debt Service	\$ 361,977	\$ 369,185	\$ 478,239	\$ 907,830	\$ 1,196,241	\$ 1,196,241	31.77%
100	DEPARTMENTAL TOTAL	\$ 1,198,981	\$ 1,302,628	\$ 1,484,523	\$ 2,090,822	\$ 2,310,267	\$ 2,310,267	10.50%
SEWER DEPARTMENT								
	Sewer Salaries	\$ 20,488	\$ 21,579	\$ 23,104	\$ 22,623	\$ 24,300	\$ 24,300	7.41%
	Sewer Wages	\$ 50,727	\$ 51,737	\$ 45,907	\$ 49,872	\$ 57,195	\$ 57,195	14.68%
	Sewer Expense	\$ 534,552	\$ 683,919	\$ 781,027	\$ 783,578	\$ 1,142,338	\$ 1,142,338	45.78%
	Sewer Debt Service	\$ 5,504	\$ 5,316	\$ 5,099	\$ 33,426	\$ 26,642	\$ 26,642	-20.30%
200	DEPARTMENTAL TOTAL	\$ 611,271	\$ 762,551	\$ 855,137	\$ 889,499	\$ 1,250,475	\$ 1,250,475	40.58%
FOUR CORNERS SEWER DEPARTMENT								
	Four Corners Sewer Salaries	\$ -	\$ -	\$ -	\$ 2,361	\$ 2,700	\$ 2,700	100.00%
	Four Corners Sewer Wages	\$ -	\$ -	\$ 7,683	\$ 5,541	\$ 6,355	\$ 6,355	14.68%
	Four Corners Sewer Expense	\$ 37,903	\$ 54,555	\$ 128,224	\$ 69,909	\$ 88,985	\$ 88,985	27.29%
	Four Corners Sewer Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
300	DEPARTMENTAL TOTAL	\$ 37,903	\$ 54,555	\$ 135,907	\$ 77,811	\$ 98,040	\$ 98,040	26.00%
LOCAL ACCESS CABLE DEPARTMENT								
	Cable Salaries	\$ 93,104	\$ 69,975	\$ 69,290	\$ 69,656	\$ -	\$ -	-100.00%
	Cable Wages	\$ 55,272	\$ 55,827	\$ 62,574	\$ 58,510	\$ -	\$ -	-100.00%
	Cable Expenses	\$ 58,737	\$ 52,535	\$ 85,774	\$ 91,971	\$ -	\$ -	-100.00%
	Cable Minor Capital	\$ 2,357	\$ 5,000	\$ -	\$ 10,000	\$ -	\$ -	-100.00%
400	DEPARTMENTAL TOTAL	\$ 209,470	\$ 183,337	\$ 217,638	\$ 230,137	\$ -	\$ -	-100.00%
STORMWATER UTILITY								
	Stormwater Wages/Benefits	\$ 31,330	\$ 74,091	\$ 77,629	\$ 79,520	\$ 84,851	\$ 84,851	6.70%
	Stormwater Expenses	\$ 27,537	\$ 57,416	\$ 81,441	\$ 112,000	\$ 112,000	\$ 112,000	0.00%
	Stormwater Capital Outlay	\$ -	\$ 42,201	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	0.00%
500	DEPARTMENTAL TOTAL	\$ 58,867	\$ 173,708	\$ 210,070	\$ 242,520	\$ 247,851	\$ 247,851	2.20%
TOTAL ENTERPRISE FUNDS		\$ 2,116,492	\$ 2,476,779	\$ 2,903,275	\$ 3,530,790	\$ 3,906,632	\$ 3,906,632	10.64%

APPENDIX B

FACTOR: 1.0200

**Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2025 (Effective July 1, 2024)**

Grade	Position Title	Low	High
4	Salary	42,288	52,333
	Wages	20.36	25.14
5	Salary	44,703	54,192
	Wages	21.51	26.60
7	Salary	51,690	65,474
	Wages	25.45	31.48
8	Salary	58,680	72,656
	Wages	28.21	34.93
9	Salary	60,093	74,361
	Wages	28.90	35.75
10	Salary Executive Assistant to Town Manager	68,919	86,985
	Wages	33.15	41.82
11	Salary	71,912	91,625
	Wages	34.57	44.05
12	Salary Human Resources Director	74,264	93,844
	Wages	35.70	45.18

APPENDIX B
Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2025 (Effective July 1, 2024)

FACTOR: 1.0200

Grade	Position Title	Low	High
13	Salary	76,916	97,624
	Wages	36.98	46.93
14	Salary	78,550	99,412
	Wages	37.76	47.79
15	Salary	81,095	100,321
	Wages	38.99	48.23
16	Salary	84,025	106,000
	Wages	40.40	50.96
17	Salary	94,135	116,453
	Wages	45.28	55.99
18	IT Director Salary	101,801	125,986
	Wages	48.94	60.57
19	Salary	104,474	129,271
	Wages	50.23	62.15
20	Salary	112,022	137,771
	Wages	53.86	66.23

APPENDIX B
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS

NON-STEP AND STIPEND POSITIONS

FIRE/EMS DEPARTMENT

Call Captain: Fire	26.66
Call Lieutenant: Fire	26.12
Call Firefighter	22.86
Call Emergency Medical Technician	22.86
Probationary Firefighter	19.04
Probationary Emergency Medical Technician	19.04
Call Fire Mechanic	63.98

Country Club Seasonal Employees

Pro Shop Staff	MW *- 19.00
Pool Staff	MW - 19.00
Lifeguards	MW - 20.00
Swim Coaches	MW - 25.00
Camp Staff	MW - 19.00
Counselors	MW - 20.00
Buildings & Grounds	MW - 29.00
Library Shelves	MW - 20.00

MISCELLANEOUS

Veteran's Agent	6,000
Earth Removal Inspector	2,500
Dog Officer	17,500
Animal Inspector	2,082
Animal Control Officer	2,082
Town Diarist	1.00
Keeper of the Town Clock	1.00
Per Diem Van Driver	19.51 - 21.96
Park Ranger	Minimum Wage
Graves Registration Officer	250
Emergency Management Director	4,000
Election Worker: Warden	Minimum Wage
Election Worker: Precinct Clerk	Minimum Wage
Election Worker: Inspectors (Checker)	Minimum Wage

* - Minimum Wage

**SELECT BOARD MEETING MINUTES
HYBRID MEETING
MONDAY, APRIL 22, 2024
UN-APPROVED**

SB Members Present: Peter Cunningham, Chair; Becky Pine; Matt Pisani; Alison Manugian, Clerk;

SB Members Absent: John Reilly, Vice Chair;

Virtually Present: Mark Haddad, Town Manager;

Also Present: Kara Cruikshank, Executive Assistant to the Town Manager; Melisa Doig, Human Resource Director; Patricia DuFresne, Assistant Director of Finance/Town Accountant; Bud Robertson, Finance Committee Chair

Mr. Cunningham called the meeting to order at 6:00 PM.

ANNOUNCEMENTS

Mr. Cunningham announced that Election Day is Tuesday, April 23, 2024. The Polls will be open from 7:00 a.m. to 8:00 p.m., and he encouraged everyone to go out and vote.

Mr. Haddad announced a change to the agenda due to the Charter. He said he needed to remove Arthur Cheeks's appointment as the Interim Fire Chief. After posting the agenda, he wanted to double-check with the Town Counsel to ensure they could make the Interim Appointment. Mr. Haddad was informed that the Charter does not differentiate between Permanent and Interim positions. Therefore, a Search must be conducted to bring at least two candidates to the Select Board, regardless of whether it is Interim or Permanent.

This decision has raised concerns as the Town needs a Fire Chief while any search takes place. Mr. Haddad suggested that they need to take some time to review the Charter to fix this problem, as it would come up again when there's a vacancy in the Offices of the Police Chief or Town Clerk. He said the Board or Town Manager should be able to appoint an Acting/Interim Police Chief, Fire Chief, or Town Clerk. Since an interim appointment cannot be made, Deputy Arthur Cheeks will manage the department as the Deputy while a Search is conducted. He said the next Select Board agenda will include an outline of the Search and the process to follow. Ms. Pine asked for an announcement on why a vacancy exists. Fire Chief Steele McCurdy has resigned to take on a new role as the Fire Chief in the Town of Littleton, effective May 31, 2024. Mr. Haddad thanked Chief McCurdy for his ten years of exceptional service to the Town of Groton and for leaving the department in a much better shape than he inherited. He wished the Chief nothing but the best in his future endeavors.

PUBLIC COMMENT PERIOD #1

None

TOWN MANAGER'S REPORT

- 1. Consider Ratifying the Town Manager's Appointment of James Coughlan to the Groton Country Club Golf Staff, James Williams Jr. to the Groton Country Club Greens Staff, and Lynn Holdsworth as a Per Diem Van Driver for the Council on Aging.**

Ms. Manugian made a motion to ratify the Town Manager's Appointment of James Coughlan to the Golf Staff for the Groton Country Club, James William Jr. to the Groton Country Club Greens Staff, and Lynn

Holdsworth as a Per Diem Van Driver for the Council on Aging. Mr. Pisani seconded the motion. The motion carried unanimously.

2. FY 2025 Budget Update.

Mr. Haddad explained that the GDRSD has revised its FY 2025 Assessment after the Override was defeated in Groton and Dunstable. The Town of Groton's Operating Assessment has been reduced from \$28,509,638 to \$26,412,384, a decrease of \$2,097,254. He wanted to make clear that the Town of Groton's anticipated FY 2025 levy limit has remained unchanged. The original proposed assessment from the Groton Dunstable Regional School District Committee (GDRSDC) and the proposed FY 2025 Municipal Budget created a deficit of \$1,478,254 for FY 2025. The \$1,478,254 deficit has now turned into an unexpended tax capacity of \$619,000. Mr. Haddad said he updated the Proposed Fiscal Year 2025 Operating Budget based on this. He has also made revisions to the Estimated Receipts based on the release of the House Ways and Means Budget. He noted that he would be attending the Finance Committee meeting on Tuesday, April 23, to discuss the following in more detail regarding the proposed FY 2025 Operating Budget:

- a. The proposed Municipal budget does not change. It remains at the original Proposed budget of \$17,271,660, an increase of \$381,271 or 2.26%.
- b. The GDRSD's Operating Assessment has been reduced by \$2,097,253 from \$28,509,638 to \$26,412,284.
- c. Mr. Haddad added a line item to the Proposed Budget entitled Groton Operating Grant in the amount of \$619,000.
- d. Mr. Haddad reduced the anticipated State Aid Number by \$18,744 to reflect the less than 1% increase proposed by the House Ways and Means Committee. To make up for this reduction, he increased investment income by \$ 18,744 to balance the budget.
- e. The new anticipated Tax Rate for FY 2025 is \$15.62 (based on FY 2024 values), which increases the average tax bill by \$368. Mr. Haddad confirmed that this includes the GDRSD's Operating Assessment and the Proposed Operating grant of \$619,000. This amount falls within the levy limit of Proposition 2 ½.

The School District reduced its Operating Budget by \$2.7 million, leading to 27 Full-Time Equivalent (FTE) positions cut. Mr. Haddad said that if the 27 FTEs are laid off, the estimated cost of unemployment would be approximately \$800,000. To support the district in this situation, Mr. Haddad has proposed covering one-time costs related to unemployment or PFAS expenses for the next year (a proposed Operating Grant). The Board has received and reviewed the following Reports from Mr. Haddad for their review: the FY 2024 Levy Calculation as of April 13, 2024, the FY 2025 Proposed Budget of the Finance Committee to reflect the new Assessment from the GDRSD, the Proposed Operating Grant, and the FY 2025 Tax Impact Summary. (See the included Reports for your reference).

Ms. Pine inquired whether the Board needed to vote on the one-time Proposed Operating Grant. Mr. Haddad said he would attend the Finance Committee on Tuesday, April 23, to discuss the grant. He said the Finance Committee would need to approve the Proposed Grant, so he would like to attend the meeting with a vote of the Select Board in support of the Proposed Grant. Mr. Haddad noted that during the Select Board meeting on April 9th, he had asked if the Select Board was okay with him

attending the School Committee meeting on April 10th to propose the Operating Grant. They didn't vote but indicated they were OK with Mr. Haddad doing this. At their meeting, he told the School Committee that the Proposed Grant was subject to the Finance Committee approving it.

Ms. Manugian expressed her struggles and difficulty in supporting the grant proposal. She thinks that the Towns of Groton and Dunstable voters have made it clear they are not currently in favor of a Proposition 2½ override. She believes the voters will best understand the impacts of the failed Override once they see them, and the Proposed Grant of \$619,000 would soften the effect. For her to consider supporting the grant, she believes several steps need to be taken with the support and collaboration of the School Committee and Towns of Dunstable and Groton in conjunction with the grant. Ms. Manugian proposed five ideas associated with some costs that could be funded from the \$619,000. She read these into the record. She told the Board that she would need a commitment that those items are on the table and willing to be looked at to support this one-time gift.

Ms. Pine agreed with Ms. Manugian that there needs to be a commitment/change regarding the Regional Agreement to address the long-term problem. She also suggested joining Groton and Dunstable to create one municipality with a school system. Ms. Pine said she has one opinion that differs from Ms. Manugian's; she believes that the message from the voters was to live within your budget. She thinks giving the Proposed Grant to the School District is possible because it is under the levy limit. She also mentioned that the discussion of what the grant would fund has changed since the April 9th meeting. Initially, the Grant was going to support the operation of the Florence Roche Elementary School and have now shifted to helping with unemployment costs. Mr. Pisani said this could be an opportunity for change, and now is the chance to implement these changes. Ms. Manugian would like to determine whether the current Regional Agreement makes sense.

Mr. Cunningham said the money they are looking at is within the levy limit. Ms. Manugian is concerned about gifting the money to the district and doesn't think this is a long-term benefit. She believes it is difficult not to give the community what they voted for. Ms. Pine thanked Ms. Manugian for her ideas and said it was very clear that this was a long-term problem.

Mr. Haddad said earlier that day, he met with GDRSD Superintendent Dr. Chesson, the Town of Dunstable's Town Administrator Jason Silva, School Committee member Lacey McCabe, and Executive Assistant Kara Cruikshank to begin the conversation of bringing a consultant on once the new Superintendent starts. Mr. Haddad emphasized that he does not want the GDRSD to use any of the \$619,000 on recurring expenses. Instead, he suggested that the district use the funds on one-time costs, such as hiring a consultant to explore other ways to improve the district.

Mr. Robertson agreed with Mr. Haddad and Ms. Manugian's points. He supported the one-time Proposed Grant of \$619,000 for the schools but mentioned that the decision lies with the Finance Committee. He also noted that the schools would still face a significant impact on their budget, even with the one-time grant. Ms. Manugian asked what the response should be to folks frustrated with "rescuing Dunstable." Ms. Pine believes that they are not rescuing Dunstable; they are rescuing the kids in the schools. She said they are slightly reducing the impact on the schools because they have the capability to do so.

The Select Board debated the one-time Proposed Grant of \$619,000 to the GDRSD for some time and decided to put a motion forward:

Ms. Manugian made a motion to support a one-time grant to the district for \$619,000, recognizing that all parties will collaborate throughout the next year and hire a consultant to analyze and create a zero-based budget for the district. They will discuss municipal and educational finance, explore alternatives to amend the Regional Agreement and consider alternative arrangements for the municipality. Ms. Pine seconded the motion. The motion carried unanimously.

3. Update on Select Board Meeting Schedule Through the 2024 Spring Town Meeting

Tuesday, April 23, 2024	2024 Annual Town Election
Monday, April 29, 2024	Regularly Scheduled Meeting
Monday, May 6, 2024	Regularly Scheduled Meeting
Tuesday, May 14, 2024	Virtual Meeting
Saturday, May 18, 2024	Potential Date for Special Town Meeting
Monday, May 20, 2024	Regularly Scheduled Meeting
Monday, May 27, 2024	No Meeting- Memorial Day
Monday, June 3, 2024	Regularly Scheduled Meeting
Monday, June 10, 2024	Regularly Scheduled Meeting
Monday, June 17, 2024	No Meeting
Monday, June 24, 2024	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Call for and Open the Warrant for a Special Town Meeting (Date to Be Determined, either Saturday, May 18, 2024, or Monday, May 20, 2024).

Mr. Haddad said that now that they have received the Assessment from the GDRSD, the Select Board can call for a Special Town Meeting to vote on the Budget and conduct the annual business of the Town. He said many factors were considered when choosing the proposed Special Town Meeting date. Mr. Haddad recommended that the Select Board call for a Special Town Meeting on Saturday, May 18, 2024, beginning at 9:00 a.m. The meeting will be held at the Gymnasium of the Groton Dunstable Regional High School, located at 703 Chicopee Row. To make this a successful Town Meeting, with an eye on affordability, the following steps will be taken:

- a. The gym has a capacity of 1200 individuals. 800 residents can sit on the bleachers, and 400 chairs will be rented at a cost of \$1,410.
- b. A sound system has been rented at a cost of \$530.
- c. The Town of Lancaster will loan Groton 500 electronic voting devices, allowing 1100 voters to participate.
- d. The full Warrant will not be printed and sent to all residences. Since the Warrant is essentially the same as the 2024 Spring Town Meeting, we will post it on the Town's Website. Each resident will receive a postcard announcing the meeting and providing a QR Code that will take them to the Warrant. Printing the postcards will cost \$685. The postage cost will be determined, but it is expected to be around \$2,000.

- e. We will print a Handout with the motions, the Budget Message from the Town Manager and Finance Committee, and the proposed Budget (the cost will be determined based on the number of pages/copies).

Mr. Haddad said the total cost of the Town Meeting should be less than \$6,500. He said should the Select Board agree with the Proposed date and process, he respectfully requests that the Select Board call for a Special Town Meeting on Saturday, May 18, 2024, beginning at 9:00 a.m., to be held at the Groton Dunstable Regional High School Gymnasium, 703 Chicopee Row.

Ms. Pisani made a motion to call for the 2024 Special Town Meeting to be held on Saturday, May 18, 2024, beginning at 9:00 a.m. at the Gymnasium of the Groton Dunstable Regional School District. Ms. Manugian seconded the motion. The motion carried unanimously.

Mr. Haddad respectfully requested that the Select Board open the Warrant that evening and close it at 4:00 p.m. on Monday, April 29, 2024. To comply with the 14-day posting requirement, the Warrant will be posted on Friday, May 3, 2024, and will ensure the postcards are in the mail on Friday, May 3rd.

Ms. Pine made a motion to open the Warrant for the Special Town Meeting on April 22, 2024, and close the Warrant on Monday, April 29, 2024, at 4:00 p.m. Mr. Pisani seconded the motion. The motion carried unanimously.

2. Approve the Creation of a Gift Fund for the Groton Historical Commission to Raise Funds for a LIDAR Scan of the Prescott House, 170 Old Ayer Road.

Mr. Haddad said the Historical Commission is accepting donations to conduct a LIDAR Scan of the Prescott House at 170 Old Ayer Road. He respectfully requested that the Board vote to create a Gift Fund for this purpose so that they can collect the donations and pay for the Scan.

Ms. Pine made a motion to create a LIDAR Scan Gift Fund for the Groton Historical Commission to raise funds for a LIDAR Scan of the Prescott House, 170 Old Ayer Road. Ms. Manugian seconded the motion. The motion carried unanimously.

3. Consider Approving a One-Day All Alcoholic Beverages License for the Friends of Prescott for the Gin and its Botanicals on Friday, April 26, 2024, from 7:00 p.m. to 8:30 p.m.

Ms. Manugian made a motion to approve a One-Day All Alcoholic Beverage License for the Friends of Prescott for the Gin and its Botanicals to be held on Friday, April 26, 2024, from 7:00 p.m. to 8:30 p.m. Mr. Pisani seconded the motion. The motion carried unanimously.

OTHER BUSINESS

ON-GOING ISSUES

PILOT's—Mr. Haddad said there have been ongoing conversations between him, the Groton School, and Lawrence Academy about PILOTS. He said there has been a robust citizens campaign in town. Mr. Haddad said they are doing everything they can. Ms. Manugian expressed her understanding of the interest in obtaining tuition funds from the local non-profit schools. She voiced concerns about the disorganized approach of the public towards these partners, which may result in reduced

willingness to pay for PILOTS. She and Ms. Pine informed everyone that if tuition money is to be paid, it should be paid to the district directly. She wanted to emphasize the need for thoughtfulness and consideration of alternative approaches. The municipal government respects the schools and does not request every member of the public to send letters to the headmasters. Mr. Cunningham stated that it is important for the Board members to have discussions with the non-profit schools. Mr. Pisani believes that the public perception is that the Board is not doing enough and that clear communication is necessary. Supporting these schools incurs significant costs, and they need to break even while maintaining the relationship. Ms. Manugian added that these schools bring tangible and intangible benefits to the town. Mr. Pisani said getting ahead of this issue was important and communicating that the Board is working with all of Groton's partners.

Mr. Robertson asked if there was a central location to send/mail ideas regarding the non-profits. Ms. Pine encourages private citizens to coordinate these efforts through the Town Manager's Office.

SELECT BOARD LIASON REPORTS

Public Comment Period #2

None

Approval of Special Meeting Minutes from April 3, 2024

Mr. Pisani made a motion to approve the Special meeting minutes of April 3, 2024. Ms. Manugian seconded the motion. The motion carried unanimously.

Approval of Regularly Scheduled Meeting Minutes from April 9, 2024

Mr. Pisani made a motion to approve the minutes of the regularly scheduled meeting of April 9, 2024. Ms. Manugian seconded the motion. The motion carried 3 in favor, 1 abstention (Manugian).

The meeting was adjourned at 7:24 p.m.

Respectively submitted by Kara Cruikshank, Executive Assistant to the Town Manager