



TOWN OF GROTON

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

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

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, MAY 6, 2024
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- 6:00 P.M. **Announcements and Review Agenda for the Public**
- 6:05 P.M. **Public Comment Period #1**
- I. 6:06 P.M. **Town Manager's Report**
1. **Update from Fire Chief on Lease to DCR for Lost Lake Fire Station**
 2. **Review Motions and Assignments for May 18, 2024 Special Town Meeting**
 3. **FY 2025 Budget Update**
 4. **Update on Select Board Schedule End of Fiscal Year**
- II. 6:10 P.M. **Items for Select Board Consideration and Action**
1. **Consider Approving a One Day Wine and Matt Beverage License for the Friends of Prescott for Open Mic Night to be held on May 10, 2024 from 6:30 p.m. to 10:00 p.m.**

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 29, 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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Town Manager
Mark W. Haddad

To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Agenda Update/Report*

Date: *May 6, 2024*

TOWN MANAGER'S REPORT

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. Fire Chief Steele McCurdy will be in attendance at Monday's meeting to discuss the Town's lease of the Lost Lake Fire Station to the Department of Conservation and Recreation (DCR). Please note that the Town will still retain a couple of the bays for the exclusive use of the Town, along with some storage. DCR will be responsible for covering all operational costs of the Building, which will save the Town operational expenses in Fiscal Year 2025 and beyond. We can discuss this in more detail with Chief McCurdy at Monday's meeting.
2. Enclosed with this Report are the Motions and Article Assignment for the May 18, 2024 Special Town Meeting. I would like to take a few minutes at Monday's meeting to review these with the Board.
3. I have no specific update on the FY 2025 Budget.
4. Please see the update to the Select Board's Meeting schedule through the end of the Fiscal Year.

Tuesday, May 14, 2024	-Regularly Scheduled Meeting (Virtual Meeting)
Saturday, May 18, 2024	-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. I would respectfully request that the Board consider approving a One Day Wine and Malt Beverage License for the Friends of Prescott for Open Mic Night to be held on Friday, May 10, 2024 from 6:30 p.m. to 10:00 p.m.

MWH/rjb
enclosures

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

MAY 18, 2024

CONSENT MOTION #1 – Articles 1 through 14

Mover: Alison Manugian

MOTION: I move that the Town vote to combine for consideration Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles as set forth in the motions in the Town Meeting Information Handout, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter, prior to the taking of the vote, requests the right to debate a specific article, then said article shall be removed from this motion and acted upon in the ordinary course of business.

Quantum of Town Meeting Vote: Majority

Article 1: Hear Reports

MOTION: I move that the Town’s 2023 Annual Report be accepted and placed in the permanent records of the Town.

Quantum of Town Meeting Vote: Majority

Article 2: Elected Officials’ Compensation

MOTION: I move that the following compensation be set for the following elected officials for the ensuing year: Town Moderator - \$1,000.

Quantum of Town Meeting Vote: Majority

Article 3: Wage and Classification Schedule

MOTION: I move that the Town of Groton Wage and Classification Schedule be amended and adopted for Fiscal Year 2025 as printed in Appendix B of the Warrant for the May 18, 2024 Special Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 4: Appropriate Funding for OPEB Trust

MOTION: I move that One Hundred Ninety Thousand Dollars (\$190,000) be transferred from the Excess and Deficiency Fund (Free Cash) to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20.

Quantum of Town Meeting Vote: Majority

Article 5: Transfer within the Water Enterprise Fund

MOTION: I move that Article 5 be indefinitely postponed.

Quantum of Town Meeting Vote: Majority

Article 6: Transfer Within the Center Sewer Enterprise Fund

MOTION: I move that Fifty-Two Thousand Five Hundred Dollars (\$52,500) be transferred from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2024 Center Sewer Enterprise Department Budget for general expenses.

Quantum of Town Meeting Vote: Majority

Article 7: Transfer Within the Four Corners Sewer Enterprise Fund

MOTION: I move that Twenty Thousand Dollars (\$20,000) be transferred from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2024 Four Corners Sewer Enterprise Department Budget for general expenses.

Quantum of Town Meeting Vote: Majority

Article 8: Transfer Within Cable Enterprise Fund

MOTION: I move that Twenty Thousand Dollars (\$20,000) be transferred from the Cable Enterprise Fund Surplus to the Fiscal Year 2024 Cable Enterprise Department Budget for general expenses.

Quantum of Town Meeting Vote: Majority

Article 9: Prior Year Bills

MOTION: I move that Article 9 be indefinitely postponed.

Quantum of Town Meeting Vote: Majority

Article 10: Current Year Line-Item Transfers

MOTION: I move that the Town vote to transfer sums of money within the Fiscal Year 2024 Town Operating Budget, being the sums of money identified in the “**Transfer funds from**” line items designated below, said sums to be transferred to the various line items in the “**Transfer funds to**” categories designated below, the total amount to be transferred being \$81,675.

Transfer funds from:

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1601 – Council on Aging Wages	\$57,000
3010 – Health Insurance	\$24,675
Total	\$81,675

Transfer funds to:

<u>Line Item</u>	<u>Amount Transferred To</u>
1131 – Town Clerk Wages	\$ 450
1140 – Elections & Board of Registrars Stipend	\$ 3,600
1141 – Elections & Board of Registrars Expenses	\$ 5,125
1180 – Postage/Town Hall Expenses	\$ 5,500
1600 – Council on Aging Salaries	\$57,000
3012 – Employee Benefits – Medicare/Social Security	\$10,000
Total	\$81,675

Quantum of Town Meeting Vote: Majority

Article 11: Appropriate Money to Offset the Snow and Ice Deficit

MOTION: I move that Seventy-Five Thousand Dollars (\$75,000) be appropriated from the Excess and Deficiency Fund (Free Cash), 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.

Quantum of Town Meeting Vote: Majority

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

MOTION: I move, pursuant to Chapter 44B, Section 5, of the Massachusetts General Laws, that Twenty Thousand Dollars (\$20,000) be appropriated from the Fiscal Year 2024 Community Preservation Fund Open Space Reserve and One Hundred Twenty-Four Thousand Five Hundred Ninety Dollars (\$124,590) be appropriated from the Fiscal Year 2024 Community Preservation Fund Unallocated Reserve for a total of \$144,590 to pay 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.

Quantum of Town Meeting Vote: Majority

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

MOTION: I move that the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of Two Hundred Thirty-Five Thousand Seventy-Two Dollars (\$235,072) from the Community Preservation Fund Unallocated Reserve to fund the 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 and Article 9 of the April 30, 2022 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 14: Establishing Limits for the Various Revolving Funds

MOTION: I move, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, 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

Quantum of Town Meeting Vote: Majority

Article 15: Fiscal Year 2025 Annual Operating Budget

CONSENT MOTION #2 – Operating Budget

Mover: Bud Robertson

I move that the town take affirmative action on Motion 1 through Motion 14, under Article 15, as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter requests the right to debate a specific budget motion, then said motion shall be debated and voted upon separately.

Quantum of Town Meeting Vote: Majority

MOTION 1: Groton Dunstable Regional School District

MOTION A: I move that the sum of Twenty-Seven Million Four Hundred Seventy-Six Thousand Five Hundred Forty Dollars (\$27,476,540) be hereby raised and appropriated from the Fiscal Year 2025 Tax Levy and other general revenues of the Town for the Groton Dunstable Regional School District as represented by lines 1410 through 1413 as shown in the Town Meeting Information Handout for this Meeting.

Quantum of Town Meeting Vote: Majority

MOTION B: I move that the sum of Two Hundred Ninety-Five Thousand Seven Hundred Sixty-Seven Dollars (\$295,767) be transferred from the Groton Dunstable Regional School District Capital Stabilization Fund to the Groton Dunstable Regional School District to pay for the capital assessment from said School District as represented by line 1414 as shown in the Town Meeting Information Handout for this Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 2: General Government

MOTION: I move that Two Million Four Hundred Seventy-Eight Thousand Three Hundred Seventy Dollars (\$2,478,370) be hereby appropriated for General Government as represented by lines 1000 through 1182 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$20,668 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$2,457,702 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 3: Land Use Departments

MOTION: I move that Five Hundred Twenty Thousand Seven Hundred Forty-Nine Dollars (\$520,749) be hereby appropriated for Land Use Departments as represented by lines 1200 through 1281 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$4,660 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$516,089 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 4: Protection of Persons & Property

MOTION: I move that Four Million Five Hundred Fifteen Thousand Seventy-Nine Dollars (\$4,515,079) be appropriated for Protection of Persons and Property as represented by lines 1300 through 1372 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$453 be transferred from the Excess and Deficiency Fund (Free Cash); the sum of \$350,000 be transferred from Fire & Emergency Medical Services Receipts Reserved; and the sum of \$4,164,626 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 5: Nashoba Valley Regional Technical High School

MOTION: I move that the sum of Nine Hundred Sixty-Six Thousand Seven Hundred Nineteen Dollars (\$966,719) be raised and appropriated from the Fiscal Year 2025 Tax Levy and other general revenues of the Town for the Nashoba Valley Regional Technical High School as represented by line 1400 as shown in the Town Meeting Information Handout for this Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 6: Department of Public Works

MOTION: I move that Two Million Three Hundred Eighty-Nine Thousand Five Hundred Sixteen Dollars (\$2,389,516) be hereby appropriated for the Department of Public Works as represented by lines 1500 through 1561 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, \$5,110 be transferred from the Excess and Deficiency Fund (Free Cash); and \$2,384,406 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 7: Library and Citizens' Services

MOTION: I move that the sum of Two Million One Hundred Ninety-Two Thousand Nine Hundred Fifty-Seven Dollars (\$2,192,957) be hereby appropriated for Library and Citizens' Services as represented by lines 1600 through 1713 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$166,428 be transferred from the Excess and Deficiency Fund (Free Cash); and \$2,026,529 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 8: Debt Service

MOTION: I move that Five Million Fifty-Six Thousand Six Hundred Eleven Dollars (\$5,056,611) be hereby appropriated for Debt Service as represented by lines 2000 through 2005B as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation the sum of \$132,170 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$4,924,441 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 9: Employee Benefits

MOTION: I move that Four Million Nine Hundred Eighty-Four Thousand Nine Hundred Ninety Dollars (\$4,984,990) be raised and appropriated from the Fiscal Year 2025 Tax Levy and other general revenues of the Town for Employee Benefits as represented by lines 3000, 3002, 3010, 3011 and 3012 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 10: Water Enterprise

MOTION: I move that Two Million Three Hundred Ten Thousand Two Hundred Sixty-Seven Dollars (\$2,310,267) be appropriated to be spent by the Groton Water Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town of the Groton Water Enterprise Fund as represented in the Water Enterprise Budget as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$1,665,526 be appropriated from Water Rates and Fees; the sum of \$420,141 be hereby transferred from Water Enterprise Excess and Deficiency; and the sum of \$224,600 in the Town's General Fund Operating Budget be raised and appropriated to be allocated to the Water Enterprise for FY 2025.

Quantum of Town Meeting Vote: Majority

MOTION 11: Sewer Enterprise

MOTION: I move that One Million Two Hundred Fifty Thousand Four Hundred Seventy-Five Dollars (\$1,250,475) be appropriated to be spent by the Groton Sewer Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town for the Groton Sewer Enterprise as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$865,195 be appropriated from Sewer Rates and Fees; the sum of \$352,935 be hereby transferred from Sewer Enterprise Excess and Deficiency; and the sum of \$32,345 be raised and appropriated in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2025.

Quantum of Town Meeting Vote: Majority

MOTION 12: Four Corners Sewer Enterprise

MOTION: I move that Ninety-Eight Thousand Forty Dollars (\$98,040) be hereby appropriated to be spent by the Groton Sewer Commission for the Fiscal Year 2025 Budget for the Four Corners Sewer Enterprise as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$73,777 be appropriated from Four Corners Sewer Rates and Fees; the sum of \$21,150 be hereby transferred from Four Corners Sewer Enterprise Excess and Deficiency; and the sum of \$3,113 be raised and appropriated in the General Fund Operating Budget to be allocated to the Four Corners Sewer Enterprise for Fiscal Year 2025.

Quantum of Town Meeting Vote: Majority

MOTION 13: Stormwater Utility Enterprise

MOTION: I move that Two Hundred Forty-Seven Thousand Eight Hundred Fifty-One Dollars (\$247,851) be hereby appropriated to be spent by the Town Manager to defray all operating expenses and any reimbursements to the Town of the Stormwater Utility Enterprise as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$192,245 be hereby transferred from Stormwater Utility Rates and Fees; and the sum of \$55,606 be raised and appropriated in the General Fund Operating Budget to be allocated to the Stormwater Utility Enterprise for Fiscal Year 2025.

Quantum of Town Meeting Vote: Majority

MOTION 14: Electric Light

MOTION: I move that the income from sales of electricity to private customers or for electricity supplied to municipal buildings, together with receipts from jobbing accounts, be appropriated for the Groton Electric Light Department, the whole to be expended by the Manager of the Groton Electric Light Department under the direction and control of the Groton Board of Electric Light Commissioners, for expenses of the Department for Fiscal Year 2025, as defined in Section 57 of Chapter 164 of the Mass. General Laws, and that, if said sum and said income shall exceed said expense for said year, such excess shall be transferred to the construction fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Board of Electric Light Commissioners.

Quantum of Town Meeting Vote: Majority

Article 16: Fiscal Year 2025 Capital Budget

Mover: John Reilly

MOTION A: I move that Two Hundred Eight-Five Thousand Dollars (\$285,000) be hereby appropriated, to be expended by the Town Manager, to purchase and equip a new Dump Truck for the Highway Department, and for the payment of all costs associated and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow the sum of \$285,000 under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and, further, that the Town Manager be authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriated funds and any funds received from any source for such purchase.

Quantum of Town Meeting Vote: 2/3s Majority

MOTION B: I move that Eight Hundred Sixty-Two Thousand One Hundred Forty-Four Dollars (\$862,144) be hereby appropriated, to be expended by the Town Manager in Fiscal Year 2024 and thereafter, for the capital items identified as Item 1 through Item 3 and Item 5 through Item 23 as set forth under Article 6 in the Warrant for the 2024 Spring Town Meeting; and to meet this appropriation, the sum of \$178,644 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$683,500 be transferred from the Capital Stabilization Fund.

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Extrication Tools – “Jaws of Life”	\$92,500	Fire and EMS
Pick-Up Truck	\$55,000	Highway
Brush Mower/Field Mower	\$70,000	Highway
IT Infrastructure	\$40,000	Town Facilities
Municipal Building Repairs	\$ 25,000	Town Facilities
Police Station HVAC	\$ 65,000	Town Facilities
Baler/Maintenance	\$ 25,000	Transfer Station
Carpeting	\$ 50,000	Library
Property Improvements	\$ 50,000	Park Department
Police Cruisers	\$134,000	Police Department
Police Pick-Up Truck	\$ 77,000	Police Department
Electronic Control Devices – “Tasers”	\$ 12,673	Police Department
Golf Carts	\$ 25,553	Country Club
Greens Equipment - Ventrac	\$ 10,918	Country Club
Greens Equipment – Hauler Pro X	\$ 20,000	Country Club
Greens Equipment – Truckster XD	\$ 13,500	Country Club
Ventrac Attachments	\$ 18,000	Country Club
Greens Equipment – Greens Mower	\$ 10,000	Country Club
HVAC	\$ 23,000	Country Club
Building Repairs & Painting	\$ 20,000	Country Club
Function Hall Bathroom Repairs	\$ 10,000	Country Club
Retaining Walls	\$ 15,000	Country Club
Total	\$862,144	

Quantum of Town Meeting Vote: Majority

Article 17: Transfer to Cover MNHG Obligations

Mover: Peter Cunningham

MOTION: I move that Two Hundred Sixty-Three Thousand Four Hundred Twenty-Four Dollars (\$263,424) be transferred from the Groton Dunstable Regional School District Capital Stabilization Fund, to be expended by the Town Manager in Fiscal Year 2024, 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

Quantum of Town Meeting Vote: 2/3s Majority

Article 18: Revoke Cable Enterprise Fund in Fiscal Year 2025

Mover: Matt Pisani

MOTION: I move to revoke the provisions of Chapter 44, §53F^{1/2} of the Massachusetts General Laws, ceasing the Community Cable Department as an enterprise fund effective in Fiscal Year 2025.

Quantum of Town Meeting Vote: Majority

Article 19: Accept Receipts Reserved for Appropriation Fund

Mover: Matt Pisani

MOTION: I move to accept Massachusetts General Laws, Chapter 44, §53F^{3/4}, 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.

Quantum of Town Meeting Vote: Majority

Article 20: Funding for Destination Groton Committee

Mover: Rebecca Pine

MOTION: I move that Fifteen Thousand Dollars (\$15,000) be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager in Fiscal Year 2025 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.

Quantum of Town Meeting Vote: Majority

Article 21: Funding for Sustainability Commission

Mover: Rebecca Pine

MOTION: I move that Nine Thousand Six Hundred Dollars (\$9,600) be transferred from the Excess and Deficiency Fund (Free Cash), 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.

Quantum of Town Meeting Vote: Majority

Article 22: Acquire Land for Chlorine Booster Station

Mover: Alison Manugian

MOTION: I move 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 the sum of Seventy Thousand Dollars(\$70,000) be appropriated from American Rescue Plan Act Funds, 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

Quantum of Town Meeting Vote: 2/3s Majority

Article 23: Community Preservation Funding Accounts

Mover: Bruce Easom

MOTION: I move that the following sums be appropriated from the Community Preservation Fund and allocated 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

Quantum of Town Meeting Vote: Majority

Article 24: Community Preservation Funding Recommendations – Fiscal Year 2024

MOTION: Sustainable Groton Funding

Mover: Phil Francisco

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Three Thousand Six Hundred Dollars (\$3,600) be appropriated from the Fiscal Year 2024 Community Preservation Fund Open Space Reserve to fund Community Preservation Application 2025-04 “Sustainable Groton Funding” as described in Article 24 of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 25: CPA Funding Recommendations – Fiscal Year 2025

Mover: Russell Burke

CONSENT MOTION #3 - CPA Funding Recommendations

I move that the Town take affirmative action on Motion 1 through Motion 11, under Article 25, as recommended by the Community Preservation Committee, and as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided however that if any voter requests the right to debate a specific motion, then said motion shall be debated and voted upon separately.

Quantum of Town Meeting Vote: Majority

MOTION 1: Conservation Fund – FY 2025 - \$400,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Thousand Dollars (\$100,000) be appropriated from the Community Preservation Fund Open Space Reserve and Three Hundred Thousand Dollars (\$300,000) be appropriated from the Community Preservation Fund Unallocated Reserve for a total of \$400,000, to fund Community Preservation Application 2025-01 “Conservation Fund – FY 2025”, as described in Article 25.A of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 2: Cow Pond Play Fields - \$30,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Thirty Thousand Dollars (\$30,000) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2025-02 “Cow Pond Play Fields”, as described in Article 25.B of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 3: Milestone Markers Restoration - \$8,950

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Eight Thousand Nine Hundred Fifty Dollars (\$8,950) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-03 “Milestone Markers Restoration”, as described in Article 25.C of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 4: Prescott School Building Assessment - \$100,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Thousand Dollars (\$100,000) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-05 “Prescott School Building Assessment”, as described in Article 25.D of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 5: Outdoor Fitness Court -\$237,500

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Two Hundred Thirty-Seven Thousand Five Hundred Dollars (\$237,500) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2025-06 “Outdoor Fitness Court”, as described in Article 25.E of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 6: SRRT – Phase II Permitting - \$30,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Thirty Thousand Dollars (\$30,000) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2025-07 “SRRT – Phase II Permitting”, as described in Article 25.F of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 7: Bancroft Castle Preservation Study - \$16,240

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Sixteen Thousand Two Hundred Forty Dollars (\$16,240) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-08 “Bancroft Castle Preservation Application 2025-08 “Bancroft Castle Preservation Study”, as described in Article 25.G of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 8: Property Security, Safety and Preservation - \$69,600

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Sixty-Nine Thousand Six Hundred Dollars (\$69,600) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-09 “Property Security, Safety and Preservation”, as described in Article 25.H of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 9: 2023-2024 Housing Funding Request - \$400,000

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Four Hundred Thousand Dollars (\$400,000) be appropriated from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2025-10 “2023-2024 Housing Fund Request”, as described in Article 25.I of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 10: Housing Coordinator – FY 2025 - \$62,660

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Sixty-Two Thousand Sixty Hundred Sixty Dollars (\$62,660) be appropriated from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2025-11 “Housing Coordinator – FY 2025”, as described in Article 25.J of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

MOTION 11: Tools and Equipment for Building Trails - \$12,195

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Five Thousand Dollars (\$5,000) be appropriated from the Community Preservation Fund Open Space Reserve and Seven Thousand One Hundred Ninety-Five Dollars (\$7,195) be appropriated from the Community Preservation Fund Unallocated Reserve for a total of \$12,195, to fund Community Preservation Application 2025-12 “Tools and Equipment for Building Trails”, as described in Article 25.K of the Warrant for this Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 26: Extend Center Sewer District

Mover: James Gmeiner

MOTION: I move 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.

Quantum of Town Meeting Vote: Majority

Article 27: Extend Four Corner Sewer District

Mover: James Gmeiner

MOTION: I move 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.

Quantum of Town Meeting Vote: Majority

**SELECT BOARD MEETING MINUTES
MONDAY, APRIL 29, 2024
UN-APPROVED**

SB Members Present: Peter Cunningham; John Reilly; Becky Pine; Matt Pisani; Alison Manugian;
Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patricia DuFresne, Assistant Director of Finance/Town Accountant; Bud Robertson, Finance Committee Chair; Tom Orcutt, Water Superintendent

Pursuant to the Select Board Policy regarding Board Re-organization, Mr. Haddad called the meeting to order at 6:00 PM and reviewed the agenda.

ANNUAL REORGANIZATION OF THE SELECT BOARD- PER SELECT BOARD OPERATIONAL POLICY, THE TOWN MANAGER CALLS THE MEETING TO ORDER AND CALLS FOR NOMINATION FOR CHAIR.

Mr. Haddad called for nominations for the position of Chair. Ms. Pine nominated Ms. Manugian. Mr. Cunningham seconded the nomination.

Those in favor of Ms. Manugian – All five members were in favor of Ms. Manugian as Chair.

Ms. Manugian was voted in as Chair.

Ms. Pine expressed that Ms. Manugian should be Chair because of her leadership skills, excellent understanding of the school's finances and the Regional Agreement with Dunstable.

Ms. Manugian called for nominations for Vice Chair. Mr. Cunningham nominated Mr. Pisani, and Mr. Reilly seconded the nomination. Ms. Pine said that she would be interested in becoming Vice Chair. Mr. Pisani said that being newer to the position, he wouldn't mind another year of learning the role and supported Ms. Pine as Vice Chair.

Mr. Cunningham nominated Ms. Pine for Vice Chair. All five members were in favor of Ms. Pine as Vice Chair.

Mr. Pisani nominated Mr. Cunningham for Clerk, and Mr. Reilly seconded the nomination. All five members were in favor of Mr. Cunningham as Clerk.

ANNOUNCEMENTS

Mr. Cunningham announced that the Groton Friends of the Tree Warden will hold their 2024 celebration of Arbor Day on Sunday, May 5, at 1:00 p.m. at Moison's Ace Hardware. He also announced that the Garden Club would hold its Annual Plant Sale at Legion Hall on Saturday, May 11th, from 9:00 a.m. to 12:00 p.m.

PUBLIC COMMENT PERIOD #1

Mr. Robertson explained that he and Mr. Haddad had the quarterly meeting with the Friends of Prescott the week prior. Mr. Robertson said that the Friends of Prescott's revenue has increased, and Mr. Haddad stated that they have exceeded their projections and have performed exceptionally well. Mr. Haddad said the town had received a check from the Friends of Prescott earlier that day in the amount of \$5,000, which represents one of

three payments for the 5% of gross revenue owed to the town. He said the Friends of Prescott had paid a total of \$35,000 this year in rent income, and he was very pleased. Their lease is up on August 31, 2024, and Mr. Haddad plans to advertise an RFP for bids to manage the building for the next three to six years.

Ms. Mayra Alosco, a resident of Groton, was in attendance to request clarity from the Select Board on a Letter Campaign for Groton's non-profit organizations and to whom they should be reaching out. She mentioned that it felt disorganized and asked for guidance from the leadership. Mr. Cunningham acknowledged it was an issue and assured Ms. Alosco they would contact Groton's private schools. Ms. Pine stated that the leadership of the non-profits needed to hear from the people, but she felt that people sending letters to private schools may not be effective. She suggested a careful approach to contact the schools. Mr. Pisani appreciated the efforts of the residents and believed that the message had reached the right people. Ms. Manugian proposed having a Q & A information session to educate the residents once they gather more information. Ms. Pine reiterated that the Board is willing to work on the problem.

TOWN MANAGER'S REPORT

1. Update from the Town Manager on the Fire Chief Search.

Mr. Haddad explained that since the Charter does not allow for an Interim Fire Chief, he immediately began the Search for a Permanent Fire Chief. He explained that the position was advertised in the MMA Beacon, Lowell Sun, Groton Herald, Facebook, the Fire Chief's Association Newsletter, and the Town of Groton's website. May 17th is the deadline to apply for the position. Mr. Haddad has formed a Search Committee which will be made up of Town Moderator Jason Kauppi; Police Chief Michael Luth; Chair of Personnel Board and Finance Committee Chair Bud Robertson; Groton resident Connie Sartini; Shirley Fire Lieutenant Brian Callahan; Ayer Deputy Fire Chief Jeremy Januskiewicz, and Groton Resident Raquel Majeski. Mr. Haddad stated that he would not appoint a Select Board member to the Search Committee. He wants all members of the Board to have the same advantage.

Mr. Haddad said he is also assembling a "Chief's Panel" consisting of three local Fire Chiefs. After the Search Committee narrows the field, the panel will conduct a second round of interviews. The Department Heads will also interview the finalists. BadgeQuest has been contracted to perform the Assessment Center for the Board.

Mr. Haddad shared that during that Search for the Police Chief and previous Fire Chief Search, the Board conducted interviews on a Monday, and the Assessment Center was held on Tuesday. He thought this process went well. Mr. Haddad also stated that he would like the Board to witness the Assessment Center, which is scheduled for Tuesday, June 25th, with interviews taking place the day before on Monday, June 24th. They are hoping to have a final decision made by July 1st. The Board agreed with Mr. Haddad's proposal. Mr. Pisani asked what would happen in the interim. Mr. Haddad explained that the Deputy Fire Chief would oversee the Department. He stated they need to amend the Charter and plan to discuss this with the Board in the next few weeks.

2. FY 204 Third Quarter Financial Update.

Mr. Haddad presented the Fiscal Year 2024 Third Quarter Financial Report, prepared by the Assistant Director of Finance/Town Accountant, Patricia DuFresne. Ms. Patricia DuFresne and Mr. Bud Robertson were also present at the meeting. Mr. Haddad wanted to review the Report with the Board. He was

pleased with the results compared to last year's third quarter. Mr. Haddad went over the highlights of the General Fund Statement of Revenues and Expenditures Report. Groton Hill Music Center has provided the Town with a \$43,000 payment from the Community Fund, and the Country Club exceeded last year's record year by \$18,000. Building permits and licensing were down, but investment income increased due to increased interest rates. He said the Florence Roche Elementary School money was monitored daily by Treasurer/Tax Collector Hannah Moller to ensure no arbitrage. Mr. Haddad stated that investment income would be the town's savior this year in terms of revenue.

Mr. Haddad said expenses were a bit lower percentage-wise compared to last year. Ms. DuFresne mentioned that the debt service was down because the Florence Roche debt was paid in the third quarter of last year and the fourth quarter of this year.

Mr. Haddad stated that the Department Heads continue to do an excellent job managing their budgets. Based on their third-quarter financial review, Mr. Haddad said they were in good financial shape.

3. Update on FY 2024 Select Board Goals.

Mr. Haddad explained to the Board that it was common practice to review the status of the current year's Goals and Objectives when reviewing the Financial Report. He provided the Board with a copy of the latest update on the FY 2024 Select Board Goals, which was then discussed (Reference Fiscal Year 2024 Goals of the Select Board, included in these minutes).

1. Mr. Haddad provided an update on Environmental Contamination Issues and said the Select Board approved the Phase II IMA on January 29th. The Town of Pepperell also received grant funding to cover Groton's cost share for Phase II, so 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.

Mr. Haddad said at the May 18th Special Town Meeting a parcel of land from the Groton Cemetery Association will be acquired for a chlorine booster station. Mr. Haddad explained that they are currently working with DCR on getting the release of the interbasin transfer from Lost Lake and moving forward with the design of the booster station. They needed to find the perfect land location to put the chlorine booster station on, so Mr. Haddad and Mr. Orcutt reached out to the Groton Cemetery Association, and they negotiated and agreed to sell the land that abuts the Williams Barn for \$70,000. He said this was a reasonable acquisition, considering it could have been sold for approximately \$240,000. Mr. Robertson explained that this was a significant discount to the land. The money will be taken out of the remaining ARPA funds, so there will be no additional cost to the taxpayers. Groton Water Superintendent Mr. Tom Orcutt said it was important to note that the parcel is partially within the 100 ft. buffer zone, and they need to obtain all the necessary permits before the Town could borrow funds from the state.

Mr. Haddad noted this was the only new article on the Special Town Meeting Warrant. He asked the Select Board to vote to authorize the Town Manager to proceed with the land acquisition.

Ms. Pine made a motion to authorize the Town Manager to continue negotiating the land acquisition to purchase the property and place the article on the May 18th Special Town Meeting Warrant. Mr. Cunningham seconded the motion. The motion carried unanimously.

2. Climate Change

Ms. Pine asked if the New Groton Electric Light Department Director, John Patterson, could attend an upcoming Select Board meeting. Mr. Haddad said that the Sustainability Commission has asked to be included on the June 3rd Select Board agenda to give an update, so he would ask Mr. Patterson to join the June 3rd Select Board meeting with the Sustainability Commission.

3. Master Plan

The Planning Board continues to move forward with the Master Plan.

4. Reducing the Cost of Government

The Select Board has assigned the Town Manager the task of collaborating with Groton's non-profit partners to write PILOT agreements. Also, the Town is evaluating the possibility of presenting a Home Rule petition to the legislature. This petition would allow the Town to collect funds from Private Schools to cover the education cost for children who reside in tax-exempt properties on their campuses. Mr. Haddad said the budget presented for the May 18th Special Town Meeting stays within the anticipated FY 2025 Levy Limit after the Override was defeated.

5. Affordable Housing

Ms. Pine expressed her frustration regarding the slow progress of Affordable Housing. She shared some good news: There are currently two Chapter 40B applications before the Zoning Board of Appeals. One has already been approved, and the other is nearing the end of the process. Additionally, she mentioned that Affordable Housing would like to create one lot on the Hoyts Warf Parcel for a Veterans group to build a group home; She hopes they will make progress.

6. Diversity, Equity Inclusion

Mr. Haddad said there was no new update, and this goal is essentially completed. He said they will continue to work with the DEI Committee on their various initiatives. Ms. Pine said that the DEI Committee has connected with a member of the Nipmuck tribe, who will be consulted by the committee with funding from Lawrence Academy. Ms. Pine and Ms. Michelle Collette have also been invited to work with them. Lawrence Academy is interested in creating a land acknowledgment statement.

7. Town-wide Examination of Traffic Patterns, Speed limits, Road Designs, Etc.

The agreement for a developer to acquire the former Light Department Garage and create a road between Broadmeadow and Station Avenue has fallen through. Mr. Haddad said there is no immediate course of action until a new buyer purchases the land. As of now, Mr. Haddad suggests that this goal be marked as complete with no further action required.

4. FY 2025 Budget Update.

The Finance Committee has approved the Proposed FY 2025 Town Operating Budget with the revised GDRSD 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, which reflects an increase of \$1,656,975, or 3.5%. Mr. Haddad would like to present this as a consent motion at the Special Town Meeting since there is no controversy except for the Operational Grant. He said the Finance Committee will most likely hold the School Assessment so that they can explain why they support the Grant to the School District.

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

Monday, May 6, 2024	Regularly Scheduled Meeting
Tuesday, May 14, 2024	Virtual Meeting
Saturday, May 18, 2024	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. Consider Appointing Kimberly Kuliesis to the Conservation Commission.

Mr. Cunningham made a motion to appoint Kimberly Kuliesis to the Conservation Commission, with a term expiring on June 30, 2025. Mr. Pisani seconded the motion. The motion carried unanimously.

2. Consider Approving Letter of Support for Devens Enterprise Commission's (DEC) Proposal for 604(b) Water Quality Management Grant.

Ms. Pine made a motion to approve a Letter of Support for the Devens Enterprise Commission's (DEC) Proposal for 604(B) Water Quality Management Grant. Mr. Reilly seconded the motion. The motion carried unanimously.

3. Approve and Issue the Warrant for the May 18, 2024 Special Town Meeting.

Mr. Haddad wanted to take a few minutes to review the Warrant for the May 18, 2024, Special Town Meeting and explained that the Warrant closed at 4:00 p.m. that day. (See the Warrant included in these minutes).

Mr. Haddad explained that Articles 1-14 would be presented as one Consent Motion because they are important articles, and he was worried about holding a quorum at the Special Town Meeting.

Article 22 Acquire Land for Chlorine Booster Station: Mr. Haddad added this to the Warrant.

The Special Town Meeting is scheduled for 9:00 a.m. on May 18, 2024. Mr. Haddad said that they are prepared to accommodate up to 1100 attendees.

Mr. Haddad respectfully requested that the Board vote to approve and issue the Warrant for the May 18, 2024, Special Town Meeting. The Warrant will be posted on the Town of Groton website, and postcards containing a QR code to the website will be mailed to residents on Friday, May 3, 2024. He said 400 copies of the Handout will be available at the Special Town Meeting. Mr. Haddad is working on ensuring WIFI at the High School.

Mr. Cunningham made a motion to approve and issue the May 18, 2024, Special Town Meeting Warrant. Mr. Reilly seconded the motion. The motion carried unanimously.

OTHER BUSINESS

ON-GOING ISSUES

- A. **Green Communities Application and Implementation-** Mr. Haddad said he received the signed contract earlier that day. They are starting the procurement process for the hot water heater at the Town Hall, and the school is working closely with the RISE engineers on weatherization.

SELECT BOARD LIASON REPORTS

Mr. Cunningham was happy to report that the Trails Committee has progressed with DCR on extending the handicap-accessible trail down the river. The director of natural resources came out, and they had a good meeting.

Public Comment Period #2

Groton resident Mayra Alosco wanted to know if there were any updates on increasing the ticket fee from the Groton Hill Music Center. Mr. Haddad said the Groton Hill Music Center would conduct a review with the Town next year.

Approval of Regularly Scheduled Meeting Minutes from April 22, 2024

Mr. Cunningham made a motion to approve the minutes of the regularly scheduled meeting of April 22, 2024. Ms. Pine seconded the motion. The motion carried 4 in favor, 1 abstention (Reilly).

The meeting was adjourned at 7:15 p.m.

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