



Town Manager
Mark W. Haddad

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*

SELECT BOARD MEETING
MONDAY, MAY 5, 2025
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- 6:00 P.M. Announcements and Review Agenda for the Public
- 6:01 P.M. Public Comment Period
- I. 6:05 P.M. Town Manager's Report
1. Consider Ratifying the Following Appointments of the Town Manager:
Luke Duhamel – Golf Staff Matthew Roche – Golf Staff
Niklaus Dapcic – Golf Staff Kyle Courtemanche – Truck Driver/Laborer
Craig Hovey – Highway Mechanic
 2. Town Meeting Follow up-Recap-Update
 3. Fiscal Year 2025 Third Quarter Financial Update
 4. Update on Select Board's 2025 Goals
 5. Proposed Select Board Meeting Schedule Through Labor Day
- II. 6:10 P.M. Items for Select Board Consideration and Action
1. Consider Appointing Courtney Houde to the Diversity, Equity and Inclusion Committee
 2. Consider Approving a One Day All Alcoholic Beverages License for the Groton Business Association's Spring Groton Fest to be hold on Saturday, May 17, 2025 from 11:00 a.m. to 3:00 p.m.
- III. 6:15 P.M. Diversity, Equity and Inclusion Committee - Update
- OTHER BUSINESS -Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next Thirty Days
- ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed
- A. PFAS Issue
 - B. UMass Satellite Emergency Facility
 - C. PILOTS

SELECT BOARD LIAISON REPORTS

- IV. Minutes: Regularly Scheduled Meeting of April 14, 2025
 Budget Forum of April 16, 2025
 Special Meeting of April 26, 2025

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 5, 2025*

TOWN MANAGER'S REPORT

In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issue List, there is one item scheduled on Monday's Agenda. The Diversity Equity and Inclusion Committee will be at Monday's meeting to update the Board on their activities and what they have planned over the next several months. Please see the attached update from the Committee.

1. I have made the following appointments and would respectfully request that the Board ratify these appointments at Monday's meeting: Luke Duhamel – Golf Staff; Matthew Roche – Golf Staff; Niklaus Dapcic – Golf Staff; Kyle Courtemanche – Truck Driver/Laborer; Craig Hovey – Highway Mechanic.
2. Now that Town Meeting has been completed, I would like to call to your attention the following issues/action items relative to the meeting:

Article 5 – Operating Budget – The Balanced Budget was approved without any amendments. The additional funding for the School District and Fire Department were also approved, contingent on overrides of Proposition 2½. There are two questions on the Ballot for the May 20, 2025 Annual Election for these purposes. Regardless of the outcome, the Balanced Budget is intact and will go into effect on July 1, 2025.

Continued on next page – Over >

2. Continued:

Article 8 – CPA Funding Recommendations

Project #4 – Cow Pond Brook Fields Improvement – I will be continuing the contract with Activitas to schedule public forums and start preliminary designs in conjunction with the Park Commission.

Project #8 – Town Field Improvements – As I stated at Town Meeting, we have gone out to bid and M.J. Cataldo, Inc. of Littleton received the Bid. The Park Commission has voted to authorize spending money from their FY 2025 Capital Budget to make up the difference between the actual project cost (\$378,850) and the funding provided from CPA Funds (\$352,963). We have finalized the contract with Cataldo and they will commence work after July 1, 2025.

Article 9 – Proposed Amendments to the Groton Charter

It is unfortunate that this Article was defeated. The Charter Review Committee held two public hearings in which only one or two members of the public attended. Proposed changes were well advertised and no one showed up to express their concerns/questions with the proposed Amendments. I think the Charter Review Committee did a great job updating the Charter and presenting meaningful changes to improve the way Groton's government operates. That said, Town Meeting has spoken and we must respect their wishes (even though it lost by only three votes). The Board needs to determine how to proceed. According to the Town Counsel, the Charter Review Committee is still a standing Committee and the current membership, if they are willing, can start meeting again and determine if they want to bring the current proposal back to the Fall Meeting, make changes to the original recommendations, or do nothing at all and leave the Charter as is. The Town has satisfied the requirement to review the Charter "at least once every ten years". We can discuss this in more detail at Monday's meeting.

Other Issues

- The Town Clerk will file all Bylaw Amendments with the Attorney General for review and approval.
- Town Counsel will proceed with filing the necessary paperwork for accepting Monarch Path as a Town Way.
- The DPW will award the contract for the Town Hall Sprinkler System repairs.

Select Board
Weekly Agenda Update/Report
May 5, 2025
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3. Enclosed with this Report is the Fiscal Year 2025 Third Quarter Financial Report. I would like to spend some time at Monday's meeting reviewing this with the Select Board.
4. As is our practice when reviewing the Quarterly Financial Report, I also take the opportunity to update the Board on the Board's Annual Goals. Also enclosed with this Report is an update on the Goals. We can discuss this in more detail at Monday's meeting.
5. I would like to propose the following Meeting Schedule that will take the Board through Labor Day:

Monday, May 12, 2025 -	No Meeting
Monday, May 19, 2025 -	Regularly Scheduled Meeting
Monday, May 26, 2025 -	No Meeting (Memorial Day Holiday)
Monday, June 2, 2025 -	Regularly Scheduled Meeting
Monday, June 9, 2025 -	Regularly Schedule Meeting (Re-Organization of Board)
Monday, June 16, 2025 -	No Meeting
Monday, June 23, 2025 -	Regularly Scheduled Meeting
Monday, June 30, 2025 -	Regularly Scheduled Meeting
Monday, July 7, 2025 -	No Meeting
Monday, July 14, 2025 -	Regularly Scheduled Meeting (L.I. Transfers/Call for Fall TM)
Monday, July 21, 2025 -	No Meeting
Monday, July 28, 2025 -	Regularly Scheduled Meeting
Monday, August 4, 2025 -	No Meeting
Monday, August 11, 2025 -	Regularly Scheduled Meeting
Monday, August 18, 2025 -	No Meeting
Monday, August 25, 2025 -	Regularly Scheduled Meeting
Monday, September 1, 2025 -	No Meeting (Labor Day Holiday)
Monday, September 8, 2025 -	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Diversity, Equity and Inclusion Committee has requested that the Select Board appoint Courtney Houde to the Committee. I would respectfully request that the Board make this appointment.
2. I would respectfully request that the Board approve a One Day All Alcoholic Beverages License for the Groton Business Association's Spring Groton Fest to be hold on Saturday, May 17, 2025 from 11:00 a.m. to 3:00 p.m.

MWH/rjb
enclosures



**Diversity Equity
and Inclusion**
173 Main Street
Groton, Massachusetts 01450
selectboard@grotonma.gov

Raquel Majeski, Chair
Michelle Collette, Vice Chair
Gordon Candow
Susan Hughes
Deirdre Slavin Mitchell
Fran Stanley
Po Tse

DEI Committee Charge:

The main goal of the Diversity Equity and Inclusion committee is to recognize and commemorate the diversity of the residents of Groton, past and present. To do so, the committee will examine our town for areas of unequal representation within our public institutions and spaces, both explicit and implicit, while also creating opportunities to celebrate our diversity as a community. The committee will provide research-based observations and recommendations to the Select Board, focus on the education of our residents and commit to open dialogue and engagement with our residents.

Committee Name:

The Diversity, Equity, and Inclusion committee feels strongly that the name of the committee continues to include the words – diversity, equity, and inclusion. As articulated in the committee charge, we feel that representing the variety of races, religions, socioeconomic status, accessibility, and all identity-based identifiers is important to our work as we continue to provide opportunities for education, celebration and inclusion for all. The committee feels that this should be explicitly articulated through the name of the committee.

Hosting programs:

In conjunction with key stakeholders and other town committees, we have successfully hosted community education opportunities such as a LGBTQIA+ author and discussion, a banned books and Hispanic heritage author and discussion, and a Women's History month program. We would like to continue to offer more opportunities to celebrate and educate. The committee asks that we continue to have your support with educational and celebratory activities.

Reaffirmation:

We ask that the Select Board reaffirm their commitment and support of the DEI Committee.

Respectfully,

The DEI Committee

Town of Groton
General Fund Statement of Revenues & Expenditures
March 31, 2025

	<i>Current Budget FY25</i>	<i>July - Mar Actual FY25</i>	<i>Variance to FY25 Budget</i>	<i>3rd Qtr % of Budget</i>	<i>Final FY24 Budget</i>	<i>July - June Actual FY24</i>	<i>July - Mar Actual FY24</i>	<i>3rd Qtr to FY24 Budget</i>	<i>3rd Qtr % of Budget</i>	<i>% of Budget Change</i>
Revenue										
State Aid (Lottery/Exempts/Van)	1,152,082	845,129	(306,953)	73.36%	1,116,143	1,107,723	807,887	(308,256)	72.38%	101.35%
Motor Vehicle/Boat Excise	1,820,583	1,569,714	(250,869)	86.22%	1,820,583	2,059,898	1,551,006	(269,577)	85.19%	101.21%
Local Option Meals Tax	250,000	215,035	(34,965)	86.01%	247,000	263,134	205,744	(41,256)	83.30%	103.25%
Local Option Room Occupancy Tax	150,000	184,705	34,705	123.14%	150,000	207,533	166,720	16,720	111.15%	110.79%
Marijuana Revenue	9,000	21,298	12,298	236.64%	150,000	11,040	5,016	(144,984)	3.34%	7085.03%
Penalties and Interest on Taxes	110,000	89,775	(20,225)	81.61%	110,000	123,413	91,491	(18,509)	83.17%	98.12%
Payments in Lieu of Taxes	355,443	213,000	(142,443)	59.93%	346,500	354,890	208,000	(138,500)	60.03%	99.83%
Groton Hill Music Ticket Fee	40,000	66,360	26,360	165.90%	25,000	65,168	43,508	18,508	174.03%	95.33%
Other Charges for Service (Dunst)	15,000	15,700	700	104.67%	99,000	102,272	101,922	2,922	102.95%	101.67%
Country Club Revenue	750,000	563,074	(186,926)	75.08%	700,000	866,731	468,910	(231,090)	66.99%	112.08%
Fees (incl Van vouchers)	400,000	327,628	(72,372)	81.91%	392,000	404,590	296,953	(95,047)	75.75%	108.13%
Rentals (Cell Towers)	55,000	53,351	(1,649)	97.00%	40,000	66,183	49,069	9,069	122.67%	78.07%
Other Departmental Revenue	854,063	629,555	(224,508)	73.71%	800,000	907,868	681,073	(118,927)	85.13%	86.59%
Licenses and Permits	429,300	563,218	133,918	131.19%	429,300	527,284	410,575	(18,725)	95.64%	137.17%
Fines and Forfeits	10,000	8,373	(1,627)	83.73%	10,000	11,366	8,758	(1,242)	87.58%	95.60%
Investment Income	309,744	430,224	120,480	138.90%	100,000	1,535,170	1,268,216	1,168,216	1268.22%	10.95%
Misc Recurring (LRTA Van Reimb)	94,000	58,228	(35,772)	61.94%	75,000	89,094	82,217	7,217	109.62%	56.50%
Misc (VVC Reimb & Other)	0	34,685	34,685	#DIV/0!	3,000	26,617	21,387	18,387	712.90%	#DIV/0!
Enterprise Allocation for Indirects	315,664	230,477	(85,187)	73.01%	336,486	364,081	271,788	(64,698)	80.77%	90.39%
Real Estate and Personal Prop	42,843,486	31,845,349	(10,998,137)	74.33%	41,322,045	40,930,958	30,404,440	(10,917,605)	73.58%	101.02%
Total Revenue	49,963,365	37,964,878	(11,998,487)	75.99%	48,272,057	50,024,983	37,144,680	(11,127,377)	76.95%	98.75%
Expenditures (Operating Expenses)										
General Government	3,030,440	2,280,971	749,469	75.27%	2,887,869	2,686,510	2,022,492	865,377	70.03%	107.48%
Public Safety General Fund**	4,683,315	3,170,992	1,512,323	67.71%	4,829,799	4,644,783	3,313,938	1,515,861	68.81%	98.69%
Department of Public Works	2,389,516	1,906,192	483,324	79.77%	2,401,495	2,349,230	1,749,215	652,280	72.84%	109.51%
Culture, Rec, & Citizen's Svcs	2,354,235	1,651,850	702,385	70.17%	2,027,680	1,993,544	1,396,085	631,595	68.85%	101.92%
Employee Benefits and Other*	5,009,336	4,217,541	791,795	84.19%	4,689,903	4,669,930	4,128,938	560,965	88.04%	95.63%
Total Operating Expenses	17,466,842	13,227,546	4,239,296	75.73%	16,836,746	16,343,997	12,610,668	4,226,078	74.90%	101.11%
Expenditures (Non -Operating Exp.)										
Special Articles Voted for Current Yr	1,111,076	569,692	541,384	51.27%	838,084	637,546	275,294	562,790	32.85%	156.07%
PY Articles/Enc(SeeUse of Enc Below)	642,587	343,826	298,761	53.51%	896,127	473,850	405,175	490,952	45.21%	118.36%
Education	28,739,026	21,795,949	6,943,077	75.84%	27,718,371	27,718,371	20,971,983	6,746,388	75.66%	100.24%
Debt Service	4,684,920	3,096,757	1,588,163	66.10%	4,565,613	4,562,176	1,837,130	2,728,483	40.24%	164.26%
Intergovernmental (State Offsets)	101,926	76,444	25,482	75.00%	98,662	98,662	73,996	24,666	75.00%	100.00%
Total Non - Operating Expenses	35,279,535	25,882,668	9,396,867	73.36%	34,116,857	33,490,605	23,563,578	10,553,279	69.07%	106.21%
Excess (Deficiency) Before OFS&U	(2,783,012)	(1,145,336)	1,637,676	41.15%	(2,681,546)	190,381	970,434	3,651,980	-36.19%	-113.71%
Other Financing Sources										
Transfers from Other Funds	1,434,222	1,434,222	0	100.00%	1,390,509	1,390,509	1,013,549	376,960	72.89%	137.19%
Use of Avail. Funds: Encumbrances	642,586	642,586	0	100.00%	896,127	473,850	405,175	490,952	45.21%	221.19%
Avail. Funds: F. C./Overlay Surplus	1,374,637	1,374,637	0	100.00%	947,654	861,737	861,737	85,917	90.93%	109.97%
Total OFS	3,451,445	3,451,445	0	100.00%	3,234,290	2,726,096	2,280,461	953,829	70.51%	141.82%
Other Financing Uses										
Overlay & Deficits to be Raised	195,901	195,901	0	100.00%	180,567	180,567	180,567	0	100.00%	100.00%
Transfers to Other Funds	472,532	273,416	199,116	57.86%	309,605	309,605	270,174	39,431	87.26%	66.31%
Total OFU	668,433	469,317	199,116	70.21%	490,172	490,172	450,741	39,431	91.96%	76.35%
Excess (Deficiency) Incl. OFS&U	0	1,836,792	1,836,792		62,572	2,426,305	2,800,154	2,737,582		

Town of Groton
General Fund Statement of Revenues & Expenditures
March 31, 2025

	<u>Current</u> <u>Budget FY25</u>	<u>July - Mar</u> <u>Actual FY25</u>	<u>Variance</u> <u>to FY25 Budget</u>	<u>3rd Qtr</u> <u>% of Budget</u>	<u>Final FY24</u> <u>Budget</u>	<u>July - June</u> <u>Actual FY24</u>	<u>July - Mar</u> <u>Actual FY24</u>	<u>3rd Qtr Variance</u> <u>to FY24 Budget</u>	<u>3rd Qtr</u> <u>% of Budget</u>	<u>% of Budget</u> <u>Change</u>
Salaries/Wages Expenditures by Function of Government										
General Government:										
BOS/Town Manager	401,700	287,366	114,334	71.54%	366,569	366,010	276,038	90,531	75.30%	95.01%
Accountant	193,042	146,816	46,226	76.05%	170,106	169,900	130,042	40,064	76.45%	99.48%
Assessors	171,458	131,285	40,173	76.57%	162,786	161,173	122,028	40,758	74.96%	102.15%
Treasurer/Collector	236,917	179,095	57,822	75.59%	231,025	230,065	175,372	55,653	75.91%	99.58%
Personnel	96,936	74,531	22,405	76.89%	95,050	95,050	73,069	21,981	76.87%	100.03%
Information Technology	198,269	149,702	48,567	75.50%	191,969	191,969	145,742	46,227	75.92%	99.45%
Town Clerk/Elections	212,684	153,583	59,101	72.21%	198,577	192,463	142,887	55,690	71.96%	100.35%
Land Use Conservation Comm.	79,070	60,823	18,247	76.92%	73,351	70,533	52,704	20,647	71.85%	107.06%
Land Use Inspection Services	212,465	160,905	51,560	75.73%	220,462	216,397	157,040	63,422	71.23%	106.32%
Land Use Planning	97,696	76,583	21,113	78.39%	95,921	95,171	73,708	22,213	76.84%	102.02%
Total General Government	1,900,237	1,420,689	479,548	74.76%	1,805,816	1,788,731	1,348,630	457,186	74.88%	100.11%
Public Safety:										
Police Department/Civil Defense	2,686,371	1,752,134	934,237	65.22%	2,403,214	2,248,694	1,679,909	723,305	69.90%	93.30%
Fire Department/EMS	1,452,973	1,104,099	348,874	75.99%	1,444,793	1,444,642	1,003,373	441,420	69.45%	109.42%
Dispatch (paid from Gen Fund) **	0	0	0		455,757	455,757	334,639	121,118	73.42%	0.00%
Animal Cntrl/Dog Officer	21,664	16,664	5,000	76.92%	21,664	21,664	16,665	4,999	76.92%	100.00%
Total Public Safety	4,161,008	2,872,897	1,288,111	69.04%	4,325,428	4,170,757	3,034,586	1,290,842	70.16%	98.40%
Department of Public Works:										
Municipal Buildings	162,845	116,002	46,843	71.23%	139,507	138,182	97,783	41,724	70.09%	101.63%
Highway	876,453	637,842	238,611	72.78%	853,616	851,521	628,900	224,716	73.67%	98.79%
Snow & Ice	140,000	173,090	(33,090)	123.64%	153,025	153,025	135,964	17,061	88.85%	139.16%
Parks	17,922	7,200	10,722	40.17%	17,571	12,664	9,864	7,707	56.14%	71.55%
Solid Waste	157,651	112,465	45,186	71.34%	154,315	148,581	108,487	45,828	70.30%	101.48%
Total DPW	1,354,871	1,046,599	308,272	77.25%	1,318,034	1,303,973	980,998	337,036	74.43%	103.79%
Culture, Rec, & Citizen's Svcs:										
COA/COA Van	294,367	212,451	81,916	72.17%	269,829	269,270	196,088	73,741	72.67%	99.31%
Vets Svcs/Water Safety/Graves	11,052	5,505	5,547	49.81%	10,930	7,660	5,738	5,192	52.50%	94.88%
Library	809,336	602,590	206,746	74.45%	758,911	754,698	568,306	190,605	74.88%	99.43%
Country Club	421,668	332,534	89,134	78.86%	425,790	425,679	292,224	133,566	68.63%	114.91%
Cable Department	132,267	99,701	32,566	75.38%						
Total Culture, Rec. & Citizen's Svcs	1,668,690	1,252,781	415,909	75.08%	1,465,460	1,457,307	1,062,356	403,104	72.49%	103.57%
Grand Total Salaries & Wages	9,084,806	6,592,966	2,491,840	72.57%	8,914,738	8,720,768	6,426,570	2,488,168	72.09%	100.67%
Benefits:										
County Retirement	2,653,019	2,653,019	0	100.00%	2,494,280	2,494,280	2,494,280	0	100.00%	100.00%
Health / Life Insurance *	2,189,317	1,451,540	737,777	66.30%	2,033,823	2,020,684	1,521,277	512,546	74.80%	88.64%
Other Benefits (Medicare/Unemplmt)	167,000	112,982	54,018	67.65%	161,800	154,966	113,381	48,419	70.07%	96.55%
Total Benefits	5,009,336	4,217,541	791,795	84.19%	4,689,903	4,669,930	4,128,938	560,965	88.04%	95.63%
Total Salaries/Wages/Benefits	14,094,142	10,810,507	3,283,635	76.70%	13,604,641	13,390,698	10,555,508	3,049,133	77.59%	98.85%

FISCAL YEAR 2025

GOALS OF THE GROTON SELECT BOARD

1. Support Boards and Committees

Select Board Member Assigned: Becky Pine

Goal:

Provide guidance, support and/or oversight of the various Boards and Committees, including the Sustainability Commission, the Diversity, Equity and Inclusion Committee, Affordable Housing Trust and the Planning Board.

Sustainability Commission – Provide guidance with regard to identifying pathways to achieve carbon footprint reductions in both municipal and residential settings. Identify and support non-motorized vehicle alternatives for transportation. Determine and work with the Committee in the development and implementation of a Carbon Action Plan (CAP).

11-04-24 Update

The Town Manager created a working group to investigate and make a recommendation to the Select Board on the Carbon Action Plan. It is anticipated that they will make a recommendation in the next couple of months.

2-10-25 Update

The Working Group provided a report and recommendation to the Select Board at their meeting of December 16th. At the meeting, the Working Group Recommended that the Select Board bring an Article to Town Meeting recommending adoption of a resolution supporting the goal by the Commonwealth of reducing state-wide greenhouse gas emissions by 2050. The Select Board voted unanimously to bring this to the 2025 Spring Town Meeting.

5-5-25 Update

Town Meeting approved the Greenhouse Gas Emissions Resolution and the Town received a three year grant to hire an Energy Manager in conjunctions with the Towns of Shirely, Harvard and Ayer

Diversity, Equity and Inclusion Committee – Provide guidance and assistance in identifying policies and documents that have worked to suppress cultural and socioeconomic diversity. Collaborate with the Select Board to create consistent unified responses to incidents

of hatred, bigotry, or injustice. Develop a phased approach to create inclusionary practices toward individuals, groups, and cultures in Groton now and in our history who may have previously been unrecognized or marginalized.

11-04-24 Update

The Select Board and the Diversity Equity and Inclusion Committee met on July 29th for an update on their activities. The Juneteenth Celebration was well done and they recommended to the Select Board that the restrooms in the various municipal buildings be converted to all-gender. The Board adopted this request. The DEI Committee will continue to work on their goal as established by the Select Board.

2-10-25 Update:

No New Update – This Goal is on-going.

5-5-25 Update:

The DEI Committee is on the May 5th Agenda and will provide an update at the Meeting.

Affordable Housing Trust – Continue to work with and support the Affordable Housing Trust in creating affordable housing in Groton.

11-4-24 Update

The Affordable Housing Trust is in the process of finalizing a proposal to create affordable housing on a town-owned parcel off of Hoyts Wharf Road. It is anticipated that an RFP will be issued next Spring with an Article on the Spring Town Meeting Warrant to accomplish this goal.

2-10-25 Update

No New Update – This Goal is on-going.

5-5-25 Update

Town Meeting rejected the request to dispose of the Hoyts Wharf Road Property to create affordable housing. The Affordable Housing Trust will need to meet and determine how to proceed.

Planning Board – Support the Planning Board in their proposed Master Plan update and MBTA Zoning amendments. Support the review of the Zoning Bylaw in the review of dimensional zoning and multi-family aged restricted housing.

11-4-24 Update

The Planning Board provided an Article to the Fall Town Meeting to update the Accessory Dwelling Unit Zoning Bylaw. The Planning Board is finalizing the Master Plan and MBTA Zoning amendment and will bring both to the 2025 Spring Town Meeting.'

2-10-25 Update: No new update. The Planning Board is still planning on bringing both matters to the 2025 Spring Town Meeting.

5-5-25 Update: Town Meeting approved the Master Plan and MBTA Zoning at Town Meeting. This goal is complete.

Measurable Benchmark: Schedule workshops by December 31, 2024 with the Sustainability Commission, DEI Committee and Affordable Housing Trust to receive annual reports and updates from the two Boards on their various initiatives. Provide guidance and feedback to them to carry out their charges. Invite the Planning Board to Select Board Meeting prior to the Fall Town Meeting to review the proposed Master Plan prior to submission to Town Meeting. Schedule workshop with Planning Board to review proposed MBTA Zoning amendment.

2. PILOTs

Select Board Member Assigned: Matt Pisani and Alison Manugian

Goal: Work with various non-profits to codify PILOT Agreements that support the strong relationships in place.

Summer 2024 -

- Identify Groton Non-Profit Entities & Determine which Non-Profits to Review
- Research other Municipal/Non-Profit Agreements
- Capture Understanding of Current Agreements
- Identify contributions of non-profit partners
- Identify municipal costs in support of non-profit partners

Fall 2024 -

- Provide Public Update on above information
- Discuss Groton financial outlook and PILOT contributions with non-profit partners

Winter 2024 -

- Finalize Agreements and Codify in Writing

FY 2026 -

- Implement new agreements

Measurable Benchmark: Implement Schedule as outlined above.

11-4-24 Update

The Town Manager's PILOT Working Group has been working since the beginning of the Fiscal Year to address this issue and provide a recommendation to the Select Board on how to increase PILOTs from our non-profit partners. They have provided periodic updates to the Select Board on their progress. They plan on presenting another update to the Select Board in December.

2-10-25 Update

The Town Manager's PILOT Working Group has completed its work and provided a Report and Recommendation to the Select Board at their January 27, 2025 Meeting. Select Board took the matter under advisement and will schedule it for further discussion at an upcoming meeting.

5-5-25 Update

This issue will be scheduled for a meeting in June for the Board to consider adopting the recommendation of the Working Group and/or take any other action. In the meantime, the Treasurer's Office has issued the annual letter to Groton's non-profits seeking their annual PILOT payment.

3. FY 2026 Budget Development/Implementation
Select Board Member Assigned: Alison Manugian

Goal:

Work with Town Manager/Town Administrator Working Group, Department Heads and Peer Boards to develop a Fiscal Year 2026 Budget that meets the needs of the Town and Groton Dunstable Regional School District. Consider Financial alternatives to those in the current Groton Dunstable Regional School District Agreement to consider amendments that would address current inequities. Work with our State Delegation to find ways to increase state support.

Measurable Benchmark:

Present a Balance Budget to the 2025 Spring Town Meeting to Fund the Town's and Districts Operations.

11-4-24 Update

The Finance Committee and Select Board provided Budget Guidance to the Town Manager on October 29th. The TriCom has begun meeting and there was a joint meeting between the Town of Groton, Town of Dunstable and Groton Dunstable Regional School District to continue the collaboration that was established last year. The Groton Charter amendment extending the time for the Town Manager to complete the budget (now January 31st) has been signed into law.

2-10-25 Update The Town Manager has completed his proposed Budget and submitted it to the Select Board and Finance Committee in compliance with the Charter. The Budget is now under review.

5-5-25 Update The balanced budget was adopted and approved by Town Meeting. In addition, the Town Meeting approved two contingent budget amounts for the School District and the Fire Department. Both additional amounts will be voted on through Override Questions at the Annual Election to be held on May 20th.

4. Provide Tax Relief for Seniors
Select Board Member Assigned: John Reilly and Peter Cunningham

Goal: Work with Assessors to ensure every option to assist Seniors struggling to meet the growing property tax burden. Leverage relationships with our State Delegation to ensure passage of legislation for this purpose.

Measurable Benchmark: Schedule workshop with our State Delegation prior to the start of the next Legislative Session to discuss various bills before the Legislature providing tax relief to Seniors.

11-4-24 No update at this time.

2-10-25 Update: The Assessors have provided an update to the Select Board on the various pieces of legislation before the legislature to provide Tax Relief to Groton's Seniors. The status is as follows:
AN ACT PROVIDING FOR A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION
H. 2798
By local option, implements a standard senior citizen means tested property tax exemption based on the income tax Circuit Breaker Tax program.
Sponsor: Rep. William Galvin
Assigned to Revenue Committee
FAVORABLE vote from Committee
Passed by Steering and Policy
In House Third Reading Committee

Act expanding the senior property tax exemption
H. 2758
Right now seniors can get a \$500 property tax exemption (MGL 59, Section 5, Clause 41C) if they meet certain eligibility criteria. This can currently be increased to \$1,000 by a vote of the legislative

body of any municipality. This bill provides the option to increase that to \$2,000 (by a vote of the legislative body of any municipality).

Sponsor: Rep. Josh Cutler

Revenue Committee

FAVORABLE from Committee

Passed by Steering and Policy

In House Third Reading Committee

5-5-10 Update

No new update

5. Charter Review

Select Board Member Assigned: Peter Cunningham

Goal:

Update Charter to allow for changes in the way the positions of Police Chief, Fire Chief and Town Clerk are selected/filled. Institute 10 year Charter Review by calling for the establishment of the Charter Review Committee.

Measurable Benchmark:

Establish Charter Review Committee by September 1, 2024. Work with Committee to ensure Charter changes are submitted to either the 2025 Spring or 2025 Fall Town Meetings.

11-4-24 Update

The Select Board created the Charter Review Committee in August. All seven members have been appointed and the first meeting has been held. A public hearing will be held on December 5th to receive input from the public on the Charter.

2-10-25 Update:

The Charter Review Committee held its Public Hearing on December 5th and has begun finalizing their various recommendations on changes to the Groton Charter. The main recommendation is to change the way the Police Chief, Fire Chief and Town Clerk are appointed by having the Town Manager appoint them subject to ratification by the Select Board. The Select Board reviewed this proposal and developed an Appointment Policy for the Town Manager and Select Board to follow when filling these vacancies. The Select Board is in favor of this change. The Charter Review Committee will finalize its recommendations and provide a final report to 2025 Spring Town Meeting.

5-5-25 Update

Town Meeting rejected all proposed Charter Amendments. The Select Board will need to determine next steps.

SELECT BOARD MEETING MINUTES
MONDAY, APRIL 14, 2025
UN-APPROVED

Select Board Members Present: Alison Manugian, Chair; Becky Pine, Vice Chair; Peter Cunningham, Clerk; Matt Pisani; John Reilly;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Takashi Tada, Town Planner/Land Use Director; Tom Delaney, DPW Director; Brian Callahan, DPW Director in Training; Ebi Masalehdan, Monarch Path Developer.

Ms. Manugian called the meeting to order at 6:00 P.M.

ANNOUNCEMENTS

Mr. Cunningham announced that there will be a Fire Informational Session to discuss the need for an additional six (6) Firefighter/EMTs. This session is scheduled for Tuesday, April 15th, at 2:00 p.m. and will take place at the Groton Center. Additionally, the Groton Dunstable Community Budget Forum will be held on April 16th at 7:00 p.m. at the Groton Dunstable Regional High School. Ms. Pine announced that she, along with Member Cunningham, Ms. Mary Jennings from the Seniors for Our Schools advocacy group, and Mr. Rohit Basin, a member of the Groton-Dunstable Regional School Committee, will be at the Groton Center on April 25th at 11:00 a.m. to discuss the School Override. She encouraged everyone to attend.

PUBLIC COMMENT PERIOD #1

None

TOWN MANAGER'S REPORT

- 1. Ratify the Town Manager's Appointments of Bill Walsh as a Senior Water Technician for the Groton Water Department and Luke Reilly as an Intern with the Groton Department of Public Works.**

Mr. Pisani made a motion to ratify the Town Manager's appointment of Bill Walsh as a Senior Water Technician for the Groton Water Department, effective immediately. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Cunningham made a motion to ratify the Town Manager's appointment of Luke Reilly as an Intern with the Groton Department of Public Works. Mr. Pisani seconded the motion. The motion carried unanimously.

- 2. Review Motions for Town Meeting- Review Proposed Article Assignments.**

Mr. Haddad enclosed a copy of the Motions and Article Assignments for the April 26, 2025, Spring Town Meeting with the Town Manager's Report. He reviewed them with the Board (see included in these minutes).

Mr. Haddad explained that he would inquire with Town Counsel about combining Motions 15 and 16, the Contingent Motions for the Fire Department, with one addressing public safety and the other addressing employee benefits.

3. Update on the FY 2026 Budget.

Mr. Haddad reminded the Board that there will be a Community Budget Forum at the Groton-Dunstable Regional School District High School on Wednesday, April 16th at 7:00 p.m. During the Forum, the Dunstable Town Administrator Jason Silva, School Superintendent Geoff Bruno, and Mr. Haddad will present their respective budgets and answer questions. Mr. Haddad shared his PowerPoint Presentation with the Board and stated they would limit their presentations to ten minutes. He is hoping a lot of people will attend the Forum and ask questions.

Mr. Haddad stated that he will post a Select Board meeting for Saturday, April 26th, at 8:30 a.m., prior to Town Meeting, in case anything arises.

Mr. Cunningham provided a brief update on the state's supplemental budget. Mr. Haddad stated that Groton-Dunstable is projected to receive a one-time revenue payment of between \$300,000 and \$350,000 in FY 2025. He explained that several bills are currently before the legislature, and if passed, they could provide \$1.1 million in funding for the school district in future years. This funding will not impact the FY 2026 budget. He stated that FY 2026 is anticipated to be a challenging year, which is why the Groton-Dunstable Regional School District is seeking funding for that year.

4. Update on the Select Board Meeting Schedule through the 2025 Spring Town Meeting.

Tuesday, April 15, 2025	Forum on Fire Department Increase in Personnel (to be held at the Center Fire Station beginning at 2:00 p.m)
Wednesday, April 16, 2025	Community Budget Forum to be held at the GDRSD High School beginning at 7:00 p.m.
Monday, April 21, 2025	No Meeting- Patriot's Day Holiday
Friday, April 25, 2025	Information Session about the School Override (to be held at the Senior Center beginning at 11:00 a.m)
Saturday, April 26, 2025	Spring Town Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

1. Consider Approving Annual Fuel Storage Permits.

Mr. Haddad provided the Board with a list of Fuel Storage Licenses for review and consideration of renewal for 2025. Mr. Haddad read aloud the memo (see included in these minutes).

Ms. Pine noted that an unpermitted fuel storage tank is located on Longley Road. Ms. Cruikshank, the Executive Assistant, will contact Fire Chief Arthur Cheeks to ask if this tank requires a permit.

Ms. Pine made a motion to approve the 2025 Fuel Storage Licenses, read aloud by Mr. Haddad, effective May 1, 2025. Mr. Pisani seconded the motion. The motion carried unanimously.

6:15 P.M. Public Hearing- Road Layout Hearing- Consider Accepting the Layout of Monarch Path.

Takashi Tada, Land Use Director and Town Planner, Ebi Masalehdan, Monarch Path Developer, Tom Delaney, DPW Director, and Brian Callahan, DPW Director in Training, attended the public hearing.

Mr. Haddad read aloud the public hearing notice.

Ms. Pine made a motion to open the public hearing. Mr. Cunningham seconded the motion. The motion carried unanimously.

Mr. Haddad stated that the Planning Board met on April 10, 2025, and voted unanimously to recommend the acceptance of Monarch Path as a Public Way to the Select Board. Mr. Haddad presented a copy of the plan to the Board and stated that Mr. Delaney and the Planning Board approved the road.

Board Comments

None

Public comments

None

Mr. Cunningham made a motion to close the public hearing. Mr. Pisani seconded the motion. The motion carried unanimously.

Mr. Cunningham made a motion to accept the layout of Monarch Path as laid out by the Planning Board. Ms. Pine seconded the motion. The motion carried unanimously.

OTHER BUSINESS

None

SELECT BOARD LIASON REPORTS

None

Ongoing issues

- A. PFAS- Mr. Haddad explained that he and Dunstable Town Administrator Jason Silva contacted Mary Jude Pigsley, the Regional Director of the Department of Environmental Protection (DEP), to inquire about what the DEP will be looking for during an upcoming meeting regarding the properties affected by the PFAS plume. She encouraged them to meet with the school district's Licensed Site Professional (LSP) to develop a plan before approaching the DEP.

Mr. Haddad presented a map, provided by the LSP, Tighe & Bond, that displayed properties tested for PFAS contamination. The properties marked in green on the map show no detectable levels of PFAS, while the properties in red indicate significant contamination. Properties marked in yellow have PFAS levels ranging between 4 and 20 parts per trillion (PPT). Mr. Haddad explained that the properties marked in red have POET systems installed by the school district and will be connected to the waterline at the town's expense. Any properties with PFAS levels between 0 and 20 parts per

trillion (ppt) that choose not to connect to the water line will be responsible for their own water. The school district will maintain the POET system for properties with PFAS levels of 20 ppt or higher. Mr. Haddad said that the contamination plume appears to be spreading. If the plume expands and the town becomes responsible for areas such as Reedy Meadow and Raddin Road, he will return to the Board to request an extension of the water line.

Mr. Haddad expressed his main concerns to the LSP: when the testing for the PFAS contamination will conclude, and whether the PFAS found in the southern area is the same as the PFAS detected in the northern area. He said the LSP will develop a concrete plan. The Board wants to know if there is a specific test available to determine if the PFAS contamination is due to firefighting foam or another source. Mr. Haddad and Mr. Silva are collaborating closely with Apex, the town's engineers, and the School District's LSP. He said that they plan to meet again in the first week of May and then will set up a meeting with DEP.

- B. UMass Satellite Emergency Facility— Mr. Haddad said there will be a public outreach event for the Nashoba Region on Tuesday, May 6th, at 6:30 p.m. at the Performing Arts Center. Also, the Land Use Committee will meet with the engineers and construction team from the UMass Satellite Emergency Facility on April 16th. They have been asking to obtain a lot of information.

C. PILOTs- None

Approval of the Regularly Scheduled Meeting Minutes of April 7, 2025.

Mr. Pisani made a motion to approve the regularly scheduled meeting minutes of April 7, 2025. Ms. Pine seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:35 p.m.

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

**SELECT BOARD MEETING MINUTES
COMMUNITY BUDGET FORUM
GROTON DUNSTABLE REGIONAL HIGH SCHOOL
WEDNESDAY, APRIL 16, 2025
UN-APPROVED**

Select Board Members Present: Alison Manugian, Chair; Becky Pine, Vice Chair; Peter Cunningham, Clerk; John Reilly; Matt Pisani;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Dr. Geoff Bruno, Groton Dunstable Regional School District (GDRSD) Superintendent; Kristin DeFrancisco, GDRSD Assistant Superintendent; Abbie Dougherty, Administrative Assistant to the Superintendent; Sherry Kersey, Director of Business and Finance; GDRSD Director of Business and Finance; Jason Silva, Dunstable Town Administrator; Patricia DuFresne, Assistant Director of Finance/Town Accountant;

Groton Finance Committee: Bud Robertson, Chair; Mary Linskey, Vice Chair; David Manugian; Scott Whitefield;

GDRSD School Committee Members: Fay Raynor; Lacey McCabe, Chair; Rohit Basin; Rosanna Cassavecchia;

Dunstable Advisory Committee Members: Jake Lewon, Chair; Leo Tometich; Tim Stewart; Matthew Naughton;

Dunstable Select Board Members: Leah Basbanes, Chair; Kieran Meehan.

Ms. McCabe called the Groton Dunstable Regional School District to order at 7:00 P.M.

Ms. Manugian called the Groton Select Board to order at 7:00 P.M.

Ms. Basbanes called the Dunstable Select Board to order at 7:00 P.M.

Mr. Robertson called the Groton Finance Committee to order at 7:00 P.M.

Mr. Lewon called the Dunstable Advisory Board to order at 7:00 P.M.

The Community Budget Forum was held to present the Proposed Operating Budgets for Fiscal Year 2026 for the Towns of Dunstable and Groton and the Groton-Dunstable Regional School District. The forum aimed to provide information to the public and answer questions.

Groton Town Manager Mr. Haddad presented the PowerPoint presentation for the Town of Groton's Operating Budget for Fiscal Year 2026 (see included in these minutes).

Dunstable Town Administrator Mr. Silva presented the PowerPoint presentation for the Town of Dunstable's Proposed Operating Budget for Fiscal Year 2026 (see included in these minutes).

Superintendent Dr. Geoff Bruno presented his Proposed Operating Budget for the Groton-Dunstable Regional School District for Fiscal Year 2026 (see included in these minutes).

Once the presentations concluded, the attendees were given the opportunity to express their opinions and ask questions. Representatives from the Towns of Groton and Dunstable and the Groton-Dunstable Regional School District addressed these inquiries. Groton Select Board Chair Manugian encouraged everyone to visit the websites of the towns and school district for additional information. She also announced that childcare would be provided during both Town Meetings and urged voters to participate in Early Voting. The Boards thanked community members for attending the forum and encouraged them to reach out with any questions they may have.

The meeting was adjourned at 9:03 p.m.

**SELECT BOARD MEETING MINUTES
TOWN MEETING
SATURDAY, APRIL 26, 2025
UN-APPROVED**

SB Members Present: Rebecca H. Pine, Vice Chair; Peter S. Cunningham, Clerk; Matt F. Pisani;

SB Members Absent: Alison S. Manugian, Chair; John F. Reilly;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Dawn Dunbar, Town Clerk.

Ms. Pine called the meeting to order at 8:34 A.M.

- 1. Consider Approving a One-Day Wine and Malt Beverage License for the Friends of Prescott's Open Mic Night to be held at the Prescott Community Center on Friday, May 9, 2025, from 6:30 p.m. to 9:30 p.m.**

Mr. Cunningham made a motion to approve a One-Day Wine and Malt Beverages License for the Friends of Prescott's Open Mic Night to be held at the Prescott Community Center on Friday, May 9, 2025, from 6:30 p.m. to 9:30 p.m. Mr. Pisani seconded the motion. The motion carried unanimously.

- 2. Consider Approving a One-Day All Alcohol Beverage License for the Friends of Prescott's for "Its Gin Season" to be held on Friday, May 2, 2025, at the Prescott Community Center, from 7:00 p.m. to 9:00 p.m.**

Mr. Pisani made a motion to approve a One Day All Alcohol Beverage License for the Friends of Prescott's for "Its Gin Season" on Friday, May 2, 2025, at the Prescott Community Center, from 7:00 p.m. to 9:00 p.m. Mr. Cunningham seconded the motion. The motion carried unanimously.

Discuss Matters Pertaining to the Spring Town Meeting.

Consider Approving the Ballot Information Booklet for the May 20, 2025, Election.

Mr. Cunningham made a motion to authorize the distribution of the ballot information booklet. Mr. Pisani seconded the motion. The motion carried unanimously.

The meeting was adjourned at 8:35 A.M.

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