



TOWN OF GROTON

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

Select Board

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

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, JUNE 9, 2025
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- 6:00 P.M. Annual Reorganization of the Select Board – Per Select Board Operational Policy, Town Manager Calls Meeting to Order and Calls for Nominations for Chair
- 6:05 P.M. Announcements and Review Agenda for the Public
- 6:06 P.M. Public Comment Period
- I. 6:10 P.M. Town Manager's Report
1. Approve and Sign Notes for FloRo BAN
 2. Follow-Up on Proposed FY 2026 Budget Amendments
 3. Consider Declaring the Playground Equipment as Surplus and Authorize the Town Manager to Dispose of Said Equipment
 4. Review and Consider Amendments to the Filling of Elected Official Vacancy
 5. Select Board Meeting Schedule Through Labor Day
- II. 6:10 P.M. Items for Select Board Consideration and Action
1. Consider a Request from Virginia Wood to Adopt a Policy Concerning the Use of Second Generation Anticoagulant Rodenticides on Town-Owned Property
 2. Consider Approving a One Day Wine and Malt Beverages License for the Friends of Prescott Open Mic Night to be held on Friday, June 13, 2025
- III. 6:15 P.M. Nashua River Watershed Association – Update on Municipal Vulnerability and Preparedness Program.

OTHER BUSINESS

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 May 19, 2025
Special Meeting of May 23, 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: *June 9, 2025*

TOWN MANAGER'S REPORT

This will be the meeting that the Board conducts its Annual Reorganization. To that end and per Board policy, the Town Manager will call the meeting to order and accept nominations for Chair. Once the new Chair is selected, a Vice Chair and Clerk will need to be chosen. In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is one item scheduled on Monday's Agenda. Representatives from the Nashua River Watershed Association will be in to update the Board on the regional Municipal Vulnerability and Preparedness Program Grant in which Groton is a participant. Enclosed with this Report is a summary of their presentation.

1. As you know, in anticipation of going to the Bond Market to renew the Florence Roche Elementary School Construction BAN (and other matters outlined below), S&P Global maintained the Town's AAA Bond Rating. The BAN is valued at \$28,681,061 broken down as follows:

\$27,050,000 for Florence Roche
\$ 660,708 for the Water Treatment Plant Engineering
\$ 353,784 for the Ambulance approved in 2024
\$ 285,000 for the Dump Truck approved in 2024
\$ 225,000 for the Whitney Well Engineering
\$ 33,569 for the Dump Truck approved in 2021
\$28,681,061 in total

Based on the Town's outstanding Bond Rating, the Town received 7 competitive bids for this BAN (see attached bid sheet). The low bid went to Bank of America Securities, Inc, with an interest rate of 4%, however, they have agreed to pay a premium of \$202,329, setting the net interest cost at 2.9%. This will now lower our estimated excluded debt cost (for Florence Roche) as we carried 4% in the budget. This is great news for the taxpayers. Hannah Moller will be in attendance at Monday's meeting to discuss this in more detail and ask the Board to accept the bid from Bank of America Securities and issue the BAN.

Select Board
Weekly Agenda Update/Report
June 9, 2025
page two

2. I have set aside time on Monday's Agenda for any follow-up necessary on the proposed FY 2026 Budget Amendments. I will provide the Board with any update at the meeting.
3. As the Board is aware, there is playground equipment behind the Prescott School that has not been used in many years. There have been several attempt to relocate the equipment to no avail. The Town has received a request from the Baptist Camp to see if the Town would be willing to donate the equipment to them. They would pay all cost associated with the removal. I would ask the Board to consider declaring this playground equipment as surplus and consider authorizing me to dispose of the equipment. We can discuss this in more detail at Monday's meeting.
4. Select Board Member Pine had requested that we set aside time on a future Agneda for the Board to review the "Filling of Elected Official Vacancy Policy". The current Policy is attached to this Report for your review and consideration.
5. Please see the update to the Select Board Meeting Schedule through Labor Day:

Monday, June 16, 2025 -	Regularly Scheduled Meeting
Monday, June 23, 2025 -	No 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. Virginia Wood is requesting the Select Board consider adopting a policy on banning the use of Second Generation Anticoagulant Rodenticides on Town-owned property. Enclosed with this Report is the proposed policy. Ms. Wood will be in attendance at Monday's meeting to discuss this with the Board in more detail.
2. I would respectfully request that the Board vote to approve a One Day Wine and Malt Beverages License for the Friends of Prescott Open Mic Night to be held on Friday, June 13, 2025

MWH/rjb
enclosures

Nashua River Watershed Association

Update on Municipal Vulnerability and Preparedness Program.

Presenter: Sr. Land & Climate Associate Ryan Hennrikus

Overview.

Under an MVP Action Grant, the Nashua River Watershed Association, BSC Group, and Regenerative Design Group have worked with the communities of Groton, Ashburnham, Fitchburg, Leominster, and Pepperell to understand and address local environmental issues. The communities involved in this project have identified flooding, drought, invasives, and extreme temperatures to be key issues that are negatively affecting human health and safety. Specific nature-based solutions (or NbS, also known as green infrastructure) were identified as tools to mitigate these impacts in Groton.

Community Engagement.

Several Community engagement meetings were held in Groton during year one of the project, 2023-2024. These included a Municipal Kickoff Meeting, an in-person Community Meeting, a virtual Community Meetings, Site Visits to 6 potential Nature-based solutions sites in town, and 2 tours of existing Nature-based Solutions sites in Devens Massachusetts. Notes from the Groton community meetings can be accessed on the NRWA website.

Public Education.

NRWA's education team visited dozens of classrooms in the five participating communities, offering hands-on lessons and take home activities to third and fourth grade students. The project was able to reach over 2000 kids in 99 individual classes across 9 schools.

Mapping.

Hundreds of maps were created in the course of this project at the watershed-wide, town-wide, and project site scales. These maps cover everything from soil drainage class to wetland cover to the potential installation of rain gardens at specific sites. All MVP maps are currently publicly available on the NRWA site and will be covered in greater detail during the presentation.

Planning.

Plans for future nature-based solutions project sites were developed in each of the towns including Groton. Priority sites were chosen and recommendations for those sites were written up. These are published on the NRWA site along with 35 nature-based solutions implementation resource memos.

Web Tools. In addition to the maps and planning materials above numerous other web tools have been developed as part of this MVP project. These include town-specific NbS matrices, soil reports, instructions for NbS-related experiment activities that children can do with parents and teachers, and more.



MUNICIPAL NOTE SALE INFORMATION

Sale Information

Day: Tuesday
Date: June 03, 2025
Time: 11:00 AM

Issuer: Town of Groton, MA
Amount: \$28,618,061.00
Dated: 6/20/2025
Due: 2/12/2026
Contact Name: Derek R. Boughner
Title: Municipal Advisor
Email or I-Deal: Derek.Boughner@unibank.com

Type:
BAN

Bank Qualified:
No

NEW: \$285,000.00
RENEWAL: \$28,333,061.00

Tax Status:
TAX-EXEMPT

Paying Agent:
U.S. Bank Trust Company, National Association

Disclosure:
Yes 5/27/2025

Project Description:
Municipal Purpose Loan

Certification:
None

Award Basis:
Lowest NIC

Legal Opinion:
Yes
Troutman Pepper Locke LLP

Right to Prepay:
No

Interest Basis:
30/360
No. Of Days: 232

CUSIP:
Yes

Rating:
Note: SP1+
Current Bond: AAA

Bid Basis:
Par/Premium X
Minimum Premium: \$60,000.00

Bid Limits:
All or none Split X
Minimum Amount: \$1,000,000.00

Additional Info:

Bid Specifics:
DTC Book-Entry Only

RESULTS

BIDDER	AMOUNT	RATE	DATE/TIME	PREMIUM	NIC	AWARD	REOFFER
BofA Securities, Inc.*	ALL	4.000%	6/3/2025 10:59 AM	\$202,329.69	2.902931	\$28,618,061.00	2.850%
Jefferies LLC*	ALL	4.000%	6/3/2025 10:25 AM	\$190,882.46	2.965000		
Janney Montgomery Scott LLC*	ALL	3.750%	6/3/2025 10:07 AM	\$141,544.93	2.982517		
Truist Securities, Inc.*	ALL	4.000%	6/3/2025 10:28 AM	\$184,872.68	2.997586		
BNY Mellon Capital Markets, LLC*	ALL	4.000%	6/3/2025 09:56 AM	\$165,750.09	3.101272		
Fidelity Capital Markets*	ALL	4.000%	6/3/2025 10:50 AM	\$139,942.32	3.241207		
Oppenheimer & Co.*	ALL	4.000%	6/3/2025 09:12 AM	\$103,311.20	3.439828		

*=Underwriter

UniBank Fiscal Advisory Services, Inc. (UFASI) is a subsidiary of UniBank for Savings (UniBank) and any bid submitted by UniBank is in keeping with its own investment goals and is not submitted by or on behalf of UFASI.

For further information, please refer to the Preliminary Official Statement and Notice of Sale dated 5/27/2025



SELECT BOARD POLICY

Policy Category:	Board
Policy Number:	BOA – 2019 – 7
Latest Revision Date:	October 17, 2019

POLICY NAME: FILLING AN ELECTED OFFICIAL VACANCY

I. PURPOSE AND SCOPE

The purpose of this policy is to specify the process to fill a vacancy for an elected position as stipulated in Massachusetts General Law, Chapter 41, Section 11 (excluding Select Board Member or Town Clerk).

II. POLICY

- A. The person who is resigning must submit a signed letter of resignation to the Town Clerk (per MGL Chapter 41, Section 109) with a copy to the Select Board. Within one month of the vacancy, the Select Board's Office and the elected Board shall develop a schedule for filling the vacancy.
- B. The Town Manager shall put a legal notice in the local paper no less than seven (7) days prior to filling the vacancy. The notice shall solicit residents to fill the vacancy, as well as note the time, date and location of the joint meeting with the Select Board to fill the vacancy.
- C. The Select Board shall call a joint meeting (with the committee having the vacancy) to fill the vacancy. The election shall be by roll call vote. A majority of the votes shall be necessary to fill the vacancy until the next annual election.

Town Policy: Use of Second Generation Anticoagulant Rodenticides on Town-Owned Property

Adopted and in Effect by the Groton Select Board on: (DATE TBD)

1.0 Purpose:

Certain rodenticide products, widely known as Second Generation Anticoagulant Rodenticides, or SGARs, are used to control rats and/or mice but have been clearly demonstrated to be harmful to nontarget predator species. This causes harm to our larger ecosystem, and the secondary poisoning of natural predators of the target pests can have a counterproductive long-term impact on rodent control efforts. Whereas the Town of Groton is committed to reducing unnecessary wildlife poisonings and potential harm to pets and children, this policy aims to specifically codify the application and use of SGARs at properties under the care and control of the Town of Groton.

2.0 Applicability:

This policy applies to all Town-owned property, including buildings, grounds, parks, open spaces, and the public right of ways, and shall be adhered to by all employees of the Town of Groton, as well as third party vendors and contractors providing services at Town-owned property.

3.0 Definitions:

3.1 Rodenticides - A subclass of pesticides, defined under the Massachusetts Pesticide Control Act G.L.c.132B as substances or mixtures of substances intended to prevent, destroy, repel, or mitigate rodents that are declared to be pests by the Massachusetts pesticide board.

3.2 Second Generation Anticoagulant Rodenticide – Rodenticides developed to control rodents that are resistant to First Generation Anticoagulant Rodenticides and contain compounds that interfere with blood clotting and cause death from excessive bleeding while also remaining in animal tissues for an extended period of time. These products currently include, but are not limited to, those products containing brodifacoum, bromadiolone, difenacoum, or difethialone.

4.0 Use of SGARs:

The use of SGARs on Town-owned properties is hereby prohibited as of the effective date of this policy.

5.0 Waivers:

Emergency waivers for the use of SGARs on Town-owned property may be obtained from the Select Board. Emergency waivers shall be restricted in time and location and shall only be granted after a well-documented request detailing a significant rodent infestation of public health consequence that has already exhausted all viable less-toxic integrated pest and rodent management practices.

6.0 Public Education:

The Town of Groton shall periodically provide public information and education for Town personnel and the general public about rodenticide hazards to the ecosystem and human health as well as information and education on integrated pest management (IPM) alternatives.

Policy voted and adopted by the Groton Select Board on _____.

**SELECT BOARD MEETING MINUTES
MONDAY, MAY 19, 2025
UN-APPROVED**

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

Select Board Virtually Present: Matt Pisani;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patricia DuFresne, Assistant Director of Finance/Town Accountant; Nicole Sarvela, COA Director; Nandi Munson, Community Engagement Specialist; Kristine Fox, the COA Departmental Assistant; Mark Cullen, COA Outreach Coordinator Applicant; Takashi Tada, Land Use Director/Town Planner; Melisa Doig, Human Resources Director; Tom Orcutt, Groton Water Superintendent; Matt Kilam, Planning Board Vacancy Applicant; Bud Robertson, Finance Committee Chair;

Planning Board Members Present: Scott Wilson, Chair; Lorayn Black, Vice Chair; Russell Burke; David Bonnett; George Barringer; Paul Hathaway; Phil Francisco.

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

ANNOUNCEMENTS

Ms. Pine reminded everyone that Tuesday, May 20th, is the Annual Town Election. She said there is one contested race and two significant override questions on the ballot. Polls will be open from 7:00 a.m. to 8:00 p.m.

She also announced that Memorial Day falls on Monday, May 26th. Groton will hold its parade starting at 9:00 a.m., leading up to the cemetery for a commemoration ceremony. Mr. Haddad said that this year will see the largest participation in the parade, and they hope many will attend.

Ms. Manugian read a statement into the record from the Select Board and Police Chief Luth regarding recent Immigration and Customs Enforcement (ICE) raids and activities in Massachusetts. She said that they encourage residents to be aware of their rights and those of their neighbors. Ms. Manugian suggested references from the Massachusetts Attorney General and the Immigrant Rights Clinic at New York University School of Law. She wished they had more ability to support and take action locally, but unfortunately, that doesn't seem to be the case at this time. Ms. Pine stated that she spoke with Police Chief Luth, who clarified the regulations regarding the local police's inability to interfere with the Immigration and ICE agents. He explained that these are federal statutes and emphasized that local police would not assist ICE with civil immigration detainers.

PUBLIC COMMENT PERIOD

None

TOWN MANAGER'S REPORT

1. **Ratify the Town Manager's Appointments of Sebastian Wells as Park Ranger, Mark Cullen as COA Outreach Coordinator, Abigail Linskey and Brea Haley as GCC Lifeguards.**

Ms. Nandi Munson, the Community Engagement Specialist, Ms. Kristine Fox, the COA Departmental Assistant, and Ms. Nicole Sarvela, the COA Director, along with COA Outreach Coordinator applicant Mr. Mark Cullen, were in attendance.

Mr. Haddad stated that a vacancy for the COA Outreach Coordinator position had been advertised, and they received several applicants. Mr. Haddad said Ms. Munson and Ms. Sarvela did a phenomenal job interviewing the candidates, and the applicant Mr. Cullen rose to the top, and he is excited to bring him on board.

Ms. Pine made a motion to ratify the Town Manager's Appointment of Mark Cullen as the Council on Aging Outreach Coordinator. Mr. Reilly seconded the motion.

Discussion

Mr. Cunningham welcomed Mr. Cullen.

Roll Call: Reilly – aye; Cunningham – aye; Pine – aye; Manugian – aye; Pisani – aye.

Mr. Reilly made a motion to ratify the Town Manager's Appointments of Sebastian Wells as Park Ranger, Abigail Linskey, and Breya Haley as Groton Country Club Lifeguards. Mr. Cunningham seconded the motion. Roll Call: Reilly – aye; Cunningham – aye; Pine – aye; Manugian – aye.

(Member Pisani was unable to participate in the vote virtually due to technical difficulties.)

2. Notification of the Temporary Absence of the Town Manager and the Appointment of Takashi Tada as Acting Town Manager.

Mr. Haddad informed the Select Board about his temporary absence as Town Manager and appointed Mr. Takashi Tada as Acting Town Manager during this time. Mr. Haddad will be away from May 23rd to May 30th and is scheduled to return to the office on June 2nd.

3. Proposed Select Board Meeting Schedule through Labor Day.

Monday, May 26, 2025	No Meeting (Memorial Day)
Monday, June 2, 2025	No Meeting
Monday, June 9, 2025	Regularly Scheduled Meeting (Re-Organization of the Board)
Monday, June 16, 2025	Regularly Scheduled Meeting
Monday, June 23, 2025	No 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 FTM)
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
Monday, September 8, 2025

No Meeting (Labor Day)
Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

- 1. Consider Approving a Special One-Day Wine and Malt Beverages License for a 75th Birthday to be held at the Groton Grange on Sunday, June 1, 2025, from 11:00 a.m. to 3:00 p.m.**

Mr. Reilly made a motion to approve a Special One-Day Wine and Malt Beverages License for a 75th Birthday to be held at the Groton Grange on Sunday, June 1, 2025, from 11:00 a.m. to 3:00 p.m. Ms. Pine seconded the motion. Roll Call: Reilly – aye; Cunningham – aye; Pine – aye; Manugian – aye.

(Member Pisani was unable to participate in the vote virtually due to technical difficulties.)

6:15 P.M. In Joint Session with the Planning Board- Consider Appointing Matt Killam to the Planning Board (effective on May 21, 2025) to fill a Vacancy until the 2026 Annual Town Election.

Members of the Planning Board in attendance were Mr. Scott Wilson, Chair; Ms. Lorayne Black, Vice Chair; Mr. David Bonnett; Mr. George Barringer; Mr. Paul Hathaway; Mr. Phil Francisco; and Mr. Russell Burke. Additionally, Mr. Matt Killam, Planning Board vacancy applicant, was in attendance.

Mr. Wilson called the Planning Board to order.

Mr. Haddad announced that after 23 years of service on the Planning Board, Mr. Scott Wilson has decided to retire, effective May 20, the day of the Annual Town Election. Mr. Haddad thanked Mr. Wilson for his many years of dedicated service to the the to the Town of Groton.

Mr. Haddad explained that Mr. Wilson had given the town advance notice of his retirement, which allowed enough time to advertise for the position early. He said they received one application from Mr. Matt Killam. Mr. Killam is a local architect and currently serves on the Design Review Committee for the Planning Board. Mr. Haddad believes that Mr. Killam will be an excellent addition to the Planning Board, and the Planning Board voted unanimously to recommend to the Select Board that Mr. Killam fill the vacancy. This term will run through the May 2026 Annual Town Election. Ms. Pine thanked Mr. Wilson for his many years of service on the Planning Board.

Ms. Pine made a motion to ratify the Town Manager's appointment of Matt Killam to fill the vacancy on the Planning Board, effective May 21, 2025, until the May 2026 Annual Election. Mr. Reilly seconded the motion. Roll Call: Reilly–aye; Cunningham–aye; Pine–aye; Manugian–aye; Barringer–aye; Francisco–aye; Wilson–aye; Burke–aye; Black–aye.

(Select Board Member Pisani was unable to participate in the vote virtually due to technical difficulties.)

Mr. Haddad congratulated Mr. Killam on his appointment to the Planning Board.

The Planning Board adjourned.

Ms. Pine said that she would like to discuss the policy for filling a vacancy on an elected board at a future meeting of the Select Board. Mr. Haddad said he would schedule this discussion.

Water Commission- Superintendent Tom Orcutt- Review Metro-West Water Supply Study- Consider approving an Intermunicipal Agreement for Shared Consulting Services.

Groton Water Superintendent Tom Orcutt was in attendance for the discussion and thanked the Select Board for having him. The Water Commission has taken on a study to plan for future sources of drinking water for the Groton Community. This study serves as a planning tool for assessing the feasibility of bringing Quabbin Reservoir Water to Groton, should the need arise. Mr. Haddad sent the Report to the Board for their review. The Select Board would need to enter into an Intermunicipal Agreement (IMA) for shared consulting services with Maynard, Concord, Westford, Littleton, and Ayer. The Board also received a copy of the IMA for their review. He said that this was a study, not a done deal.

Mr. Orcutt stated that the Massachusetts Water Resources Authority (MWRA) has an abundance of water. He explained that he joined the Working Group after discussing the issue with Mr. David Manugian from the Bedford, MA Department of Public Works. The Metro West communities are seeking a long-range plan for water supply. He said they are also battling the process of PFAS treatment, which comes with ongoing costs. He said that every year, there will be things they will need to treat in the water supply, and he believes it's best for Groton to be involved in this study to determine if it is even viable. Mr. Orcutt stated that the community needs to explore sources of water supply. While alternative sources are available in town, they must also explore additional options. Mr. Orcutt believes that this is the best plan to consider, and it is just the initial phase. They can back out at any time. The financial estimate for Phase One ranges from \$8,000 to \$12,000. Mr. Orcutt said they will see where the study leads and will return at the end of the year for Phase Two, which the Water Department will fund.

Ms. Pine mentioned that she read through the agreement and thought there could be some potential arguments. She asked Mr. Orcutt if he had any concerns regarding this. He replied that he does not have any concerns regarding this and believes "they all speak the same language". Ms. Pine inquired if there would be an interbasin transfer. Mr. Orcutt confirmed that there would be one, but the MWRA is involved in this process, which makes the process easier and quicker. Mr. Cunningham explained that they are essentially being asked to approve a financial feasibility study. Mr. Orcutt stated that he would return within 6 months with the results. The Board expressed its support for the IMA.

Mr. Cunningham made a motion to authorize the Town Manager to sign the Intermunicipal Agreement (IMA) for shared consulting services. Ms. Pine seconded the motion. Roll Call: Reilly-aye; Cunningham-aye; Pine-aye; Manugian-aye.

(Mr. Pisani was unable to participate in the vote virtually due to technical difficulties.)

OTHER BUSINESS

Pursuant to the Charter, Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next 30 Days.

Ms. Pine made a motion to authorize the Town Manager and one member of the Select Board to sign Warrants for the next 30 days. Mr. Cunningham seconded the motion. Roll Call: Reilly – aye; Cunningham – aye; Pine – aye; Manugian – aye; Pisani – aye.

Ongoing issues

- A. PFAS Issue- Mr. Haddad informed the Board that they received an Intergovernmental Revenue (IGR) notification from the Department of Local Services. He explained that funds received for the PFAS class action litigation should be either allocated to the general fund or a special revenue fund which can be established for this purpose. Mr. Haddad and Ms. Patricia DuFresne, the Assistant Director of Finance/Town Accountant, have decided to establish a special revenue fund for the PFAS funds designated for the Water Department. This will require a majority vote from Town Meeting to expend funds from this Account. Mr. Haddad explained that if the funds are allocated to the general fund, it would close out to free cash.
- B. UMass Satellite Emergency Facility- None
- C. PILOTs- None

SELECT BOARD LIASON REPORTS

None

Approval of the Regularly Scheduled Meeting Minutes of May 5, 2025.

Ms. Pine made a motion to approve the regularly scheduled meeting minutes of May 5, 2025. Mr. Cunningham seconded the motion. Roll Call: Reilly – aye; Cunningham – aye; Pine – aye; Manugian – aye.

(Mr. Pisani was unable to participate in the vote virtually due to technical difficulties.)

The Select Board recessed at 6:38 p.m. before the Board entered into executive session.

At 7:00 p.m., Ms. Manugian requested that the Board enter Executive Session pursuant to M.G.L., c. 30A, §21(a), Clause 3 – “To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. “

Ms. Pine made a motion to enter into Executive Session. Mr. Cunningham seconded the motion. Roll Call: Reilly – aye; Cunningham – aye; Pine – aye; Manugian – aye; Pisani – aye.

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

**SELECT BOARD MEETING MINUTES
SPECIAL VIRTUAL MEETING
MONDAY, MAY 23, 2025
UN-APPROVED**

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

Finance Committee Members Virtually Present: Bud Robertson, Finance Committee Chair; Scott Whitefield; Kristina Lengyel;

Groton Dunstable Regional School Committee Members Virtually Present: Lacey McCabe, Chair; Catherine Awa; An Hee Foley; Fay Raynor; Rohit Bhasin; Rosanna Casavecchia;

Groton Finance Team: Patricia DuFresne, Assistant Director of Finance/Town Accountant; Melisa Doig, Human Resources Director; Megan Foster, Principal Assessor; Hannah Moller, Town Accountant/Tax Collector;

Also Virtually Present: Takashi Tada, Acting Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Jason Silva, Dunstable Town Administrator; Brian Falk, Town Counsel; Dr. Geoff Bruno, Groton Dunstable Regional School District Superintendent; Sherry Kersey, Groton Dunstable Regional School District Director of Finance and Operations.

Ms. Manugian called the Select Board meeting to order at 11:00 A.M.

Ms. McCabe called the Groton-Dunstable Regional School Committee to order at 11:00 A.M.

Discuss the Outcome of the Override Election- Determine Next Steps- Consider Calling for a Special Town Meeting or Special Override Election to Balance the FY 2026 Operating Budget.

Ms. Manugian explained that the Fire Department Override did not pass, and the Override to fund the School's lost by thirty votes in the Annual Election held on May 20th. She stated that the purpose of the meeting was to discuss their options for moving forward. The Town Meeting vote authorizes them to allocate funds for both the municipal base budget and the school budget. She stated they could change the funding request and pursue another override vote on the ballot, or they could adjust budgets and hold another town meeting. She emphasized that the main objective is to ensure that the district has a budget in place by the start of the fiscal year, which is July 1, 2025. Ms. Manugian stated that they had received input from numerous individuals advocating for either honoring the voters' wishes or addressing the needs identified by the schools. Mr. Cunningham mentioned that the Town of Dunstable had successfully passed the override vote to fund the schools.

Ms. McCabe, the Chair of the Groton-Dunstable Regional School Committee, thanked the members of the Groton Select Board and Finance Committee for meeting with the School Committee. She emphasized the importance of having a budget that is approved and funded by the start of the new fiscal year. She explained that their objective was to maximize stability for the schools and the students as much as possible.

Dr. Bruno, the Superintendent of the Groton Dunstable Regional School District, thanked Ms. Sherry Kersey, the Director of Finance and Operations, for preparing a slide presentation to update the boards on

state funding and its potential impacts on the district's budget. He then presented the slides regarding the Budget Recertification, which reflect a different amount. Dr. Bruno explained that there have been some updates to the funding information for Chapter 70.

Dr. Bruno stated that the school district currently does not have an approved budget because the necessary funding for the assessments is unavailable. He emphasized that the school district has consistently advocated for the budget that was certified on March 12, based on the information available at that time. He said that an updated state projection for Chapter 70 minimum aid funding will provide an additional \$167,700 in relief. Dr. Bruno reviewed the FY26 Chapter 70 Timeline:

- January 22: Governor Healey released her budget, Chapter 70, at \$75 per student.
- March 12: The School Committee certified the budget at \$75 per student, and Assessments were sent to the Towns based on Governor Healey's proposal.
- April 16: House Ways and Means releases budget- Chapter 70 at \$150 per student (increase of \$167,7000 in state aid).
- May 6: Senate Ways and Means released budget- Chapter 70 at \$150 per student (increase of \$167,700 in state aid).
- May 23: Recertify budget using \$150 per student Chapter 70 projection to lower the assessment to each town. The total budget remains the same, but the revenue side of the budget is changing.

Dr. Bruno explained that the minimum aid increasing from \$75 per student to \$150 per student adds \$167,700 in state aid revenue, which proportionally reduces the assessments for both towns. The Groton reduction amounts to \$128,995, while the Dunstable reduction totals \$38,705. On March 12, the Certified Assessment for Groton required an operational override of \$673,250. Dr. Bruno stated that, as of May 23, with the additional Chapter 70 funding, the Re-certified Assessment number can be reduced to \$544,225. For Dunstable, the Certified Assessment on March 12 required an operational override of \$401,037. With the additional Chapter 70 funding, the Re-certified Assessment on May 23 would require an operational override of \$362,331.

Ms. McCabe said that, given the updated numbers from the State, they felt the best course of action was to recertify their budget. They would change the assessment numbers for the towns.

Ms. McCabe entertained a motion to set the total appropriation for the Groton Dunstable Regional School District for the fiscal year from July 1, 2025, to June 30, 2026, at \$ 51,369,833, as presented by the following functions:

1,000 -District leadership in administration-	\$1,394,911
2,000 -Instructional services -	\$27,895,020
3,000 -Other school services-	\$3,650,708
4,000 -Maintenance -	\$4,059,995
5,000 -Fixed charges -	\$11,132,554
7,000- Fixed assets -	\$431,750
8,000- Debt retirement and service -	\$146,813

9,000- Programs with other districts - \$2,658,077

Ms. Casavecchia made a motion to set the total appropriation for the Groton Dunstable Regional School District for the fiscal year from July 1, 2025, to June 30, 2026, at \$ 51,369,833, as presented by the following functions:

1,000 -District leadership in administration -	\$1,394,911
2,000 -Instructional services -	\$27,895,020
3,000 -Other school services-	\$3,650,708
4,000 -Maintenance -	\$4,059,995
5,000 -Fixed charges -	\$11,132,554
7,000- Fixed assets -	\$431,750
8,000- Debt retirement and service -	\$146,813
9,000- Programs with other districts -	\$2,658,077

Ms. Andriole seconded the motion. Roll Call: Andriole-aye; Casavecchia-aye; Awa-Aye; Raynor- aye; Foley-aye; Basin-aye; McCabe-aye.

Ms. McCabe entertained a motion for the member towns to be assessed by the education reform law and the terms of the agreement and amendments thereto as follows:

Groton Operating-	\$28,322,203
Groton Capital-	\$278,643
Groton Debt-	<u>\$110,389</u>
Groton Total-	\$28,711,235

Dunstable Operating-	\$8,664,157
Dunstable Capital-	\$83,607
Dunstable Debt-	<u>\$36,424</u>
Dunstable Total-	\$8,784,188

Ms. Andriole made a motion for the member towns to be assessed by the education reform law and the terms of the agreement and amendments thereto as follows:

Groton Operating-	\$28,322,203
Groton Capital-	\$278,643
Groton Debt-	<u>\$110,389</u>
Groton Total-	\$28,711,235

Dunstable Operating-	\$8,664,157
Dunstable Capital-	\$83,607
Dunstable Debt-	<u>\$36,424</u>

Dunstable Total- \$8,784,188

Ms. Casavecchia seconded the motion. Roll Call: Casavecchia-aye; Andriole-aye; Raynor-aye; Bhasin-aye; McCabe-aye; Awa-aye; Foley- abstained.

Groton Finance Committee Chair Mr. Robertson stated that, after an extensive discussion with the Town Manager about the current budget shortfall, they believe the best course of action is to call for a Special Town Meeting to fund the schools at the level they seek, rather than pursuing another override. Mr. Robertson stated that when the Town Manager returns from his vacation, he will work with the School Committee and Department Heads to develop a new funding plan to avoid additional cuts at the schools. He said this would honor the outcome of the override and meet the needs of the school district.

Mr. Manugian explained that the town is now facing a budget shortfall of \$544,000 and needs to decide how to move forward. She believes that returning to a town meeting would be the cleanest way to address the school's needs and honor the failed override.

Ms. Dunbar, the Town Clerk, clarified the timeline for a Special Election. The Town Clerk must receive a ballot question at least 35 days before the election, making June 27th the earliest possible date. Town Manager Haddad proposed Saturday, June 28th, as a potential date for the Special Election if they choose to pursue that option. Ms. Dunbar explained that 2% of registered voters would be required for a Special Town Meeting, which would amount to 178.24 voters as of January 8, 2025. The Warrant must remain open for 20 days to allow for any citizens' petitions. Ms. Dunbar also stated that the Town Manager suggested June 28th as the date for the Special Town Meeting, should the Board decide to call for one.

Discussion

Mr. Pisani mentioned that there were two override votes on the ballot. He said that if they are considering cuts to the municipal budget, they must be very careful, as a municipal department is seeking additional funding and is also looking for additional personnel.

Ms. Pine inquired whether they could schedule a Special Town Meeting for Saturday, June 21st. Ms. Dunbar reviewed the posting requirements and deadlines with her since it would be tight. Ms. Pine emphasized that maintaining the school budget without cuts was paramount for her. Keeping the school budget intact would benefit the town, as another override vote is a very divisive option.

Ms. Manugian stated that using free cash is generally not recommended on the municipality's side and that this is not a move they can regularly take without some detriment. She said that there is a vacancy in the Department of Public Works that they could consider not filling, but there isn't a way to meet the school's needs without impacting services.

Mr. Reilly stated that he supported the school and fire override. He said that over 2,900 people voted, with 525 attending the Spring Town Meeting. He expressed concern that they would return to the smaller attendance at the Special Town Meeting. He asked Attorney Falk what would happen if the town took no action and what option the School Committee would have. Attorney Falk explained that under Chapter 41 of DESE regulations, when a new certified budget is submitted to the town, the town is obligated to hold a

Special Town Meeting within 45 days to consider the revised budget. He said that if the town takes no action, the district will not have a budget for FY26 and will need to request a 1/12th budget from DESE until the district's budget is approved.

Mr. Robertson reiterated that Mr. Haddad is recommending holding a Special Town Meeting for the Town and to find cuts on the municipal side to fund the school. He said the school is in trouble now, and Mr. Haddad will come up with proper cuts to cover the \$544,000 shortfall. He said this meeting was to determine if everyone agrees that there shouldn't be another override election and to address the needs of the school district.

The Board members and Town Counsel, Brian Falk, discussed potential dates and times for a Special Town Meeting. Mr. Falk confirmed that Saturday, June 21st, would be a suitable date to hold the meeting.

Ms. Manugian inquired whether any members of the Select Board opposed calling for a Special Town Meeting. No one responded. Ms. Pine expressed that she believes Saturday, June 21st, would be a better option than Saturday, June 28th, noting that some residents may be on vacation at that time. She explained that cutting the municipal budget is a less controversial decision than proposing an override. While some people may be dissatisfied with the budget cuts, it would be less upsetting than having another override vote. Ms. Pine mentioned that she would be able to attend the meeting on June 21st, but not on June 28th. Mr. Cunningham suggested holding the Special Town Meeting on a Monday to avoid conflicts with sports and proposed June 23rd as the date. He said that the cafeteria in the Performing Arts Center could be set up for overflow if necessary.

After much deliberation, the Select Board decided to proceed with a vote to call for a Special Town Meeting.

Vote to Call for a Special Town Meeting

Ms. Pine moved to call for a Special Town Meeting to be held on Monday, June 23, 2025, beginning at 7:00 p.m., to be held at the Performing Arts Center of the Marion Stoddart Building at 7:00 p.m. Ms. Pine further moved to open the Warrant on Friday, May 23, 2025, and close it at noon on Friday, May 30, 2025. Mr. Cunningham seconded the motion.

Discussion

Resident Guy Alberghini suggested that the schools should operate within the override limit. Ms. Manugian expressed that they would all prefer to be in a situation where an override is not necessary.

Mr. Robertson called the Finance Committee to order at 12:05 p.m.

Roll Call: Reilly-aye; Pine-aye; Pisani-aye; Manugian-aye; Cunningham-aye.

Attorney Falk requested that the Select Board consider revoting to close the Warrant on Tuesday, June 3rd, allowing twenty days for citizens' petitions to be submitted and accepted.

Ms. Manugian accepted a motion to reconsider the motion and to close the Warrant on Tuesday, June 3rd.

Mr. Cunningham moved to reconsider the motion and close the Warrant on Tuesday, June 3, 2025. Mr. Pisani seconded the motion. Roll Call: Pisani-aye; Manugian-aye; Cunningham-aye; Reilly-aye; Pine-aye.

Mr. Cunningham moved to call for a Special Town Meeting to be held on Monday, June 23, 2025, beginning at 7:00 P.M., to be held at the Performing Arts Center of the Marion Stoddart Building. Mr. Cunningham further moved to open the Warrant on Friday, May 23, 2025, and close it by the end of business day on Tuesday, June 3rd, 2025. Mr. Pisani seconded the motion. Roll Call: Manugian- aye; Pine-aye; Reilly-aye; Cunningham-aye; Pisani-aye.

Ms. Pine took a moment to thank everyone involved.

Meeting adjourned at 12:13 p.m.

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