



TOWN OF GROTON

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

Select Board

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

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, OCTOBER 6, 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 Town Manager's Appointments of Andrew Davis as Sergeant for the Groton Police Department**
- 2.** **Select Board Meeting Schedule Through the End of the Year**

II. **6:10 P.M.** **Items for Select Board Consideration and Action**

- 1.** **Review Motions and Article Assignments for the 2025 Fall Town Meeting**
- 2.** **Approve Trail and Recreational Easement for Groton Conservation Commission**

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.** **Fire Department Staffing**
- D.** **West Groton Dam**

SELECT BOARD LIAISON REPORTS

III. **Minutes:** **Regularly Scheduled Meeting of September 29, 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: *October 6, 2025*

TOWN MANAGER'S REPORT

Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the Ongoing Issues List, there are no specific items on Monday's Agenda.

1. I have appointed Andrew Davis as Sergeant for the Groton Police Department to fill the vacancy caused by the resignation of Pat Timmins. I would respectfully request that the Select Board consider ratifying this appointment at Monday's meeting.
2. Please see the Select Board's Meeting Schedule that will take you through the end of the year:

| | |
|------------------------------|---|
| Monday, October 13, 2025 - | No Meeting (Indigenous People's Day) |
| Saturday, October 18, 2025 - | 2025 Fall Town Meeting |
| Monday, October 20, 2025 - | Regularly Scheduled Meeting (Possible No Meeting) |
| Tuesday, October 28, 2025 - | Regularly Scheduled Meeting (Budget Guidance) |
| Monday, November 3, 2025 - | Regularly Scheduled Meeting |
| Monday, November 10, 2025 - | No Meeting |
| Monday, November 17, 2025 - | Regularly Scheduled Meeting |
| Monday, November 24, 2025 - | Regularly Scheduled Meeting |
| Monday, December 1, 2025 - | No Meeting |
| Monday, December 8, 2025 - | Regularly Scheduled Meeting |
| Monday, December 15, 2025 - | Regularly Scheduled Meeting |
| Monday, December 22, 2025 - | Regularly Scheduled Meeting |
| Monday, December 29, 2025 - | No Meeting |
| Monday, January 5, 2026 - | No Meeting |
| Monday, January 12, 2026 - | Regular Scheduled Meeting |

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. Enclosed with this Report are the motions (including who will be making the various motions) for the 2025 Fall Town Meeting. They have been approved by Town Counsel. I would like to take a few minutes reviewing this with the Board at Monday's meeting.
2. Also enclosed with this Report is a copy of a Trail and Recreational Easement that Anna Eliot would like to grant to the Groton Conservation Commission. During its August 12th meeting, the Conservation Commission approved a Negative Determination of Applicability for Anna Eliot to maintain a strip of land as a mowed meadow in perpetuity. This strip of land is marked as 'Parcel A' on the map included with the proposed Easement. The strip of land (Parcel A) is approximately 20 feet wide, running along the property line with parcel 225-28 from Longley Road towards the Groton Conservation Trust owned parcel formally known as 'Shepley Hill' (parcel 226-4). Ms. Eliot's intention is to gift this strip of land to the Conservation Commission to serve as a public easement and access to Shepley Hill (226-4), which abuts her parcel to the West. The Conservation Commission expressed gratitude for the donation, which will allow for public access via Longley Road to the Shepley Hill parcel and requests that the Select Board accept this Gift/Grant.

MWH/rjb
enclosures

**FALL TOWN MEETING
MOTIONS
OCTOBER 18, 2025**

Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, & 11

Mover: John Reilly

CONSENT MOTION

MOTION: I move that the Town take affirmative action on Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 & 11 pursuant to the motions 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

Article 1: Prior Year Bills

MOTION: I move that the sum of Eighty-Five Dollars (\$85) be transferred from the Water Enterprise Fund Surplus and the sum of Two Thousand Four Hundred Eighty-Eight Dollars (\$2,488) be transferred from the Excess and Deficiency Fund (Free Cash) for a total amount of \$2,573 for the payment of the following bills of a prior fiscal year:

| | |
|-----------------------|---------------|
| UMass Memorial Health | \$ 85 |
| Snap-On Industrial | \$ 701 |
| Pete's Tire Barn | \$1,556 |
| Boston Mutual | <u>\$ 231</u> |
| Total | \$2,573 |

Article 2: Amend the Fiscal Year 2026 Town Operating Budget

BUDGET MOTIONS

MOTION 1: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

General Government: By increasing the General Government Appropriation from \$2,565,835 to \$2,697,953 so as to increase Line Item 1070 – “Treasurer/Tax Collector Salaries” by \$56,992 from \$166,060 to \$223,052; increase Line Item 1071 – “Treasurer/Tax Collector Wages” by \$16,086 from \$81,418 to \$97,504; increase Line Item 1130 – “Town Clerk Salaries” by \$19,040 from \$105,856 to \$124,896; increase Line Item 1160 – “Insurance and Bonding” by \$40,000 from \$350,000 to \$390,000; and raise and appropriate from the Fiscal Year 2026 tax levy and other general revenues of the Town the sum of \$95,420 and transfer the sum of \$36,698 from the Excess and Deficiency Fund (Free Cash), for a total of \$132,118 to fund said increases.

MOTION 2: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Land Use Departments: By increasing the Lane Use Departments Appropriation from \$549,503 to \$571,311 so as to increase Line Item 1210 – “Planning Board Salaries” by \$21,808 from \$103,222 to \$125,030; and raise and appropriate from the Fiscal Year 2026 tax levy and other general revenues of the Town the sum of \$21,808 to fund said increase.

MOTION 3: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Protection of Persons and Property: By increasing the Protection of Persons and Property Appropriation from \$4,838,346 to \$4,843,746 so as to increase Line Item 1310 – “Fire Department Salaries” by \$5,400 from \$285,544 to \$290,944; and transfer the sum of \$5,400 from the Excess and Deficiency Fund (Free Cash) to fund said increase.

MOTION 4: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Department of Public Works: By increasing the Department of Public Works Appropriation from \$2,375,572 to \$2,400,572 so as to increase Line Item 1500 – “Highway Department Salaries” by \$25,000 from \$179,124 to \$204,124; and decrease the amount raised and appropriated from the Fiscal Year 2026 tax levy and other general revenues of the Town by \$55,000 and transfer the sum of \$80,000 from the Excess and Deficiency Fund (Free Cash) to fund said increase.

MOTION 5: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Library and Citizen’s Services: By increasing the Library and Citizen’s Services Appropriation from \$2,417,283 to \$2,428,900 so as to increase Line Item 1710 – “Local Access Cable Department Salaries” by \$8,819 from \$75,511 to \$84,330; increase Line Item 1711 – “Local Access Cable Department Wages” by \$2,798 from \$68,232 to \$71,030; and transfer the sum of \$11,617 from the Local Cable Receipts Reserved for Appropriation Account to fund said increases.

MOTION 6: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Debt Service: By decreasing Debt Service from \$5,555,403 to \$5,409,090 so as to decrease Line Item 2002 – “Long Term Debt – Interest - Excluded” by \$7,967 from \$1,258,527 to \$1,250,560; decrease Line Item 2005A – “Short Term Debt Interest – Town – Non-Excluded” by \$3,355 from \$21,851 to \$18,496; and decrease Line Item 2005B – “Short Term Debt – Interest – Town – Excluded” by \$134,991 from \$1,845,196 to \$1,710,205.

MOTION 7: I move that the Fiscal Year 2026 Operating Budget, as adopted pursuant to Article 5 of the April 26, 2025 Spring Town Meeting and amended pursuant to Article 1 of the June 23, 2025 Special Town Meeting, be amended as follows, each line item to be considered as a separate appropriation for the purposes voted:

Employee Benefits: By decreasing the Employee Benefits Appropriation from \$4,869,643 to \$4,833,643 so as to decrease Line Item 3010 “Health Insurance/Employee Expenses” by \$36,000 from \$1,853,707 to \$1,817,707.

Article 3: Transfer Money Into the Capital Stabilization Fund

MOTION: I move that \$900,000 be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Capital Stabilization Fund.

Article 4: Transfer Money into the Stabilization Fund

MOTION: I move that this Article be indefinitely postponed.

Article 5: Transfer Money into the GDRSD Capital Stabilization Fund

MOTION: I move that \$250,000 be transferred from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Groton Dunstable Regional School District Capital Stabilization Fund.

Article 6: Transfer Within the Water Enterprise Fund

MOTION: I move that \$70,000 be transferred from the Water Enterprise Fund Surplus to the Fiscal Year 2026 Water Department Operating Budget for general expenses.

Article 7: Transfer Within the Four Corners Sewer Enterprise Fund

MOTION: I move that \$32,000 be transferred from the Four Corners Sewer Enterprise Surplus to the Fiscal Year 2026 Four Corners Sewer Operating Budget for general expenses.

Article 8: Transfer Within the Stormwater Enterprise Fund

MOTION: I move that \$50,000 be transferred from the Stormwater Enterprise Surplus to the Fiscal Year 2026 Stormwater Operating Budget.

Article 9: Cable Department Equipment Grant

MOTION: I move that \$16,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of adding to funds on Deposit in the Cable Department Equipment Grant Fund for the Local Access Cable Department.

Article 10: Assessors Quinquennial Certification

MOTION: I move that \$34,900 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of completing the five-year full certification program necessary to achieve full and fair cash value in accordance with the requirements of Chapter 40, Section 56, and Chapter 58, Sections 1, 1A, and 3, of the Massachusetts General Laws, and the Massachusetts Department of Revenue.

Article 11: Debt Service for Middle School Track

MOTION: I move that the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of Thirty-Three Thousand Dollars (\$33,000) from the Community Preservation Fund Unallocated Reserve to fund the debt service for Fiscal Year 2026 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting.

Article 12: Repairs to Fitch's Bridge Head Wall

Mover: Alison Manugian

MOTION: I move that \$60,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, to repair the head wall at Fitch's Bridge, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

Article 13: Funding to Maintain the Former Nod Road Landfill

Mover: Peter Cunningham

MOTION: I move that \$100,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager to maintain the former Nod Road Landfill in compliance with Massachusetts Department of Environmental Protection requirements, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

Article 14: Repair Fire Alarm at the Country Club

Mover: Matt Pisani

MOTION: I move that \$60,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager to repair and/or replace the Fire Alarm System at the Function Hall and Restaurant at the Groton Country Club, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

Article 15: Engineering Funds - Complete Streets Grant Work

Mover: Becky Pine

MOTION: I move that \$30,000 be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of paying engineering costs, and other related costs, for complete streets design and planning work associated with successfully receiving grant funding from the Commonwealth under the Complete Streets Grant Program.

Quantum of Town Meeting Vote: Majority

Article 16: Proposed Amendments to the Groton Charter**Mover: Peter Cunningham**

MOTION 1: I move to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend Section 3.2.4 and Section 4.2 (iii) of the Town Charter as set forth under Appendix A of the Warrant for the 2025 Fall Town Meeting, excluding proposed changes to other sections of the Charter; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Quantum of Town Meeting Vote: Majority

MOTION 2: I move to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act to amend the Town Charter as set forth under Appendix A of the Warrant for the 2025 Fall Town Meeting, with the exception of the proposed changes to Section 3.2.4 and Section 4.2 (iii); provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Quantum of Town Meeting Vote: Majority

Article 17: Additional Funding Cow Pond Brook Fields Project**Mover: Bruce Easom**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Fifteen Thousand Dollars (\$115,000) be appropriated from the Community Preservation Fund Unallocated Reserve to provide additional funding for the Community Preservation Application 2026-05 "Cow Pond Brook Fields Improvements", originally approved under Article 8.D of the 2025 Spring Town Meeting for 100% design development to put the project out to bid.

Quantum of Town Meeting Vote: Majority

Article 18: Replace SCBA for the Fire Department**Mover: Matt Pisani**

MOVER: I move that the Town appropriate Five Hundred Thousand Dollars (\$500,000), to be expended by the Town Manager, to purchase and replace the Self-Contained Breathing Apparatus of the Fire Department and all costs associated and related thereto, or to take any other action relative thereto; and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow the sum of \$500,000 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

Article 19: Chapter 202 of the General Bylaws

Mover: Alison Manugian

MOTION: I move to amend the Code of the Town of Groton, by adding a new Chapter 202 entitled “Door-to-Door Solicitation” as set forth under Article 19 of the Warrant for the 2025 Fall Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 20: Amend Chapter 161 – Licenses and Permits

Mover: John Reilly

MOTION: I move to amend the Code of the Town of Groton, by amending Chapter 161 “Licenses and Permits” by adding a new Article 2 entitled “Criminal History Background Checks” as set forth under Article 20 of the Warrant for the 2025 Fall Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 21: Special Legislation

Mover: Rebecca Pine

MOTION: I move to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts to enact special legislation to prohibit the use of Second Generation Anticoagulant Rodenticides as set forth under Article 21 of the Warrant for the 2025 Fall Town Meeting, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Quantum of Town Meeting Vote: Majority

Article 22: Accept Bluebird Lane as a Town Way

Mover: Rebecca Pine

MOTION: I move to accept Bluebird Lane as a public way and to authorize the Select Board to acquire the necessary real estate interests for such way as set forth under Article 22 of the Warrant for the 2025 Fall Town Meeting.

Quantum of Town Meeting Vote: Majority

Article 23: Citizens’ Petition – Create an Advisory Committee

Mover: Jack Petropoulos

MOTION: I move to require the creation of an Advisory Committee to develop and recommend a process for delivering Major Initiative Cost - Benefit Reports to Town Meeting; said Committee to consist of Jack Petropoulos, Kevin Lindemer, Stephen Lane, Bruce Easom and Jay Prager.

Quantum of Town Meeting Vote: Majority

TRAIL AND RECREATIONAL EASEMENT

Date: [insert date] September 24, 2025
Grantor: Anna Eliot, as Trustee of the Eliot Realty Trust u/d/t dated March 15, 2001 and recorded with the Southern Middlesex District Registry of Deeds in Book 32579, Page 361
Grantor's Address: 129 Longley Road, Groton, MA 01450
Grantee: Town of Groton acting by and through the Groton Conservation Commission
Grantee's Address: 173 Main Street, Groton, Massachusetts 01450
Easement Area: 5,534 square feet, shown on the Plan, defined below, as "Proposed Trail Easement"
Easement Duration: Perpetual
Easement Purpose: The purpose is to connect land of the Groton Conservation Trust acquired by Deed dated May 17, 1989 and recorded with said Registry in Book 20461, Page 126 to the public trail located on land of Shepley Hill Capital Partners LLC acquired by Deed dated January 6, 2022 and recorded with said Registry in Book 79501, Page 549
Permitted Uses: Installation and maintenance of a 4' to 6' trail consisting of woodchips or other natural materials
Prohibited Uses: Construction of any structures, use of motorized vehicles of any kind, disposal or storage, vegetation removal (other than to create and maintain the trail).
Plan Reference: Sketch Plan prepared by Dillis & Roy, dated July 3, 2025, attached hereto as Exhibit A
Relocation Rights: Grantor has the right to relocate the Easement in Grantor's sole discretion, provided that such relocation does not interfere with the Easement Purpose

Grantor for herself and her legal successors and assigns, in consideration for ten (\$10.00) dollars and other good and valuable consideration paid to Grantor, the receipt and sufficiency of which are acknowledged by Grantor grants

with Quitclaim Covenants

to Grantee and its legal successors and assigns

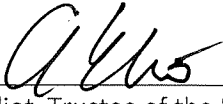
A nonexclusive easement to pass over, under, on, and across the Easement Area for the Easement Duration and Easement Purpose subject to the Permitted and Prohibited uses and all rules and regulations promulgated, modified, and amended by the Grantee and Grantor from time to time governing the use of the Easement Area as a public trail (collectively, the "Easement"). Grantee, subject to approval by the Groton Selectboard, has authority to accept such grant pursuant to M.G.L. c.40, §8C, to accept this Easement.

The use of this Easement shall be at the sole risk and liability of the users thereof in accordance with the provisions of M.G.L. c.21, §17C. Grantee shall be responsible for maintenance of the trail and keeping it in reasonable condition. In no event shall Grantee place any structures or fencing on the Easement Area.

Grantor reserves the right to relocate the Easement Area, in her sole discretion.

(Signatures appear on the following page)

Witness my hand and seal as of the date set forth above.

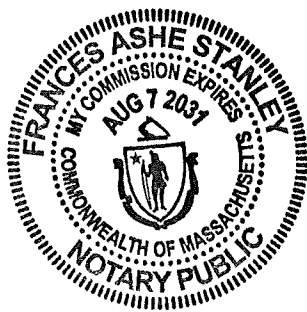


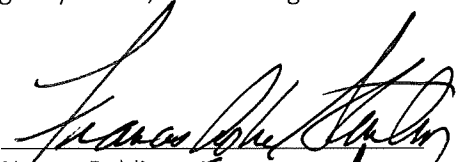
Anna Eliot, Trustee of the Eliot Realty Trust

COMMONWEALTH OF MASSACHUSETTS

Middlesex: ss:

On this 24th day of September 2025, before me, the undersigned notary public, personally ^{Personally} appeared Anna Eliot, who proved to me through satisfactory evidence of identification, which ~~was a photographic~~ ^{known} ~~identification with signature issued by a federal or state governmental agency~~, to be the person whose name is signed on the preceding or attached document, and being duly sworn, acknowledged to me that she signed it voluntarily for its stated purpose.




Notary Public Frances Ashe Stanley
My Commission Expires: August 7, 2031

SHEPLEY HILL CAPITAL
PARTNERS LLC
DEED BK.79501 PG.548
PLAN NO.976 OF 2021
MAP 226 PCL.2

N/F
GROTON
CONSERVATION
TRUST
MAP 226 PCL.4

N/F
RAYMOND E.
TOLLES TRUST
MAP 225 PCL.30



APPROX. TRAIL
S 85°45'49" E 175.33'
145.37'

N 02°04'09" W 12.82'

29.96'
18.96'
S 28°58'15" W

PROPOSED TRAIL EASEMENT
N 35°03'56" E 129.98'
5.534± S.F.
S 35°03'56" W 148.93'

ELIOT REALTY TRUST
DEED BK.32579 PG.367
PLAN NO.608 OF 1987
MAP 225 PCL.29

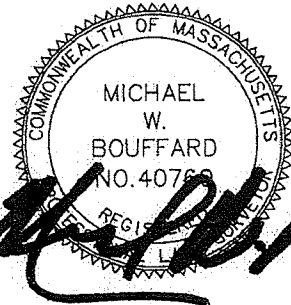
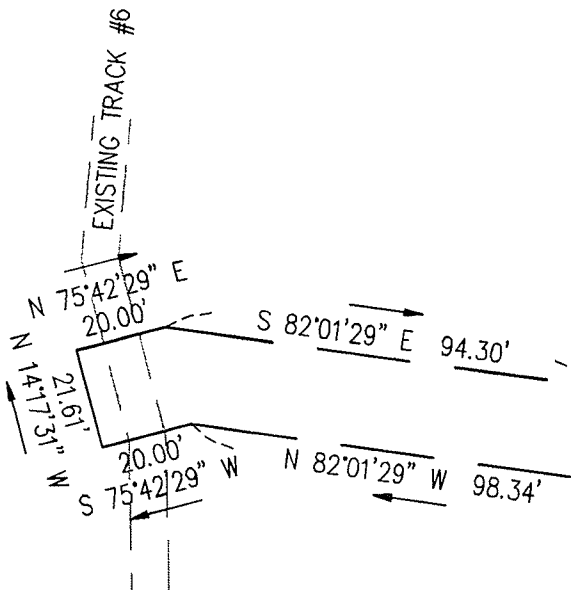


EXHIBIT PLAN TRAIL EASEMENT

GROTON, MASSACHUSETTS

PREPARED FOR: SHEPLEY HILL CAPITAL PARTNERS LLC

DILLIS & ROY
CIVIL DESIGN GROUP

CIVIL ENGINEERS LAND SURVEYORS WETLAND CONSULTANTS
CORPORATE OFFICE: CONCORD OFFICE:
1 MAIN STREET, SUITE 1 978-779-6091 100 MAIN ST., SUITE 310
LUNENBURG, MA 01462 www.dillisanroy.com CONCORD, MA 01742

MICHAEL W. BOUFFARD

DATE: 08-12-2025

PLS. 40760

SCALE: 1" = 40'

DATE: AUGUST 12, 2025

REFERENCE: PL. NO. 976 OF 2021

PREPARED BY: JPG

CHECKED BY: MSB

FILE NO. 7056

APPROVAL OF TOWN OF GROTON SELECT BOARD

We the undersigned, being a majority of the Select Board of the Town of Groton hereby certify that at a public meeting duly held on _____, 202_, the Select Board voted to approve the foregoing Easement from ANNA ELIOT, as Trustee of the Eliot Realty Trust u/d/t dated March 15, 2001 and recorded with the Southern Middlesex District Registry of Deeds in Book 32579, Page 361, to the TOWN OF GROTON acting by and through the GROTON CONSERVATION COMMISSION in the public interest pursuant to M.G.L. c.40, §8C.

TOWN OF GROTON SELECT BOARD

Alison Manugian

John Reilly

Matthew Pisani

Peter Cunningham

Rebecca Pine

THE COMMONWEALTH OF MASSACHUSETTS
MIDDLESEX County, ss:

On this _____ day of _____, 202_, before me, the undersigned notary public, personally appeared Alison Manugian, John Reilly, Matthew Pisani, Peter Cunningham, and Rebecca Pine, who are each personally known to me to be the persons whose names are signed on the proceeding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

**SELECT BOARD MEETING MINUTES
MONDAY, SEPTEMBER 29, 2025
UN-APPROVED**

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

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Melisa Doig, Human Resource Director; Patricia DuFresne, Assistant Finance Director; Takashi Tada, Land Use Director/Town Planner; Geoff Bruno, Groton Dunstable Regional School Committee Superintendent; Sherry Kersey, GDRSD Director of Business; Tom Orcutt, Groton Water Superintendent; Marian Dyer, Groton Dunstable Regional School District Assistant Superintendent;

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

Groton Dunstable Regional School Committee: Lacey McCabe, Chair; Rohit Basin; Fay Raynor; Christina Andriole, Clerk; Rosanna Casavecchia.

Chair Pisani called the meeting to order at 6:30 p.m. and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad explained that the Town has received approval for a trail easement that was granted to the Conservation Commission, which requires the Select Board's signature for the Shepley Hill Road project. He requested that this item be added for review later in the meeting.

Mr. Cunningham reminded everyone that the Department of Conservation and Recreation (DCR) will hold a meeting on Tuesday, October 7th, at 6:00 P.M. at the Groton Center. Representatives from DCR, along with a consulting firm responsible for permitting and engineering the Nashua River Rail Trail, will discuss and present an overview of their plans for reconstructing the trail. Mr. Cunningham also wanted to acknowledge that he attended the Groundbreaking for the UMass Satellite Emergency Facility. Mr. Haddad said it was a great day for the Town of Groton, and Fire Chief Cheeks represented the Town well at the Groundbreaking Ceremony.

PUBLIC COMMENT PERIOD

Mr. Tom Orcutt, Groton Water Superintendent, announced an update on the Chicopee Row Waterline Project. He explained that interim final paving would occur on Monday, October 6th, and would take approximately two weeks to complete. He said it would be a semi-permanent trench patch to get the Town through the winter, and the final paving would take place next Fall.

TOWN MANAGER'S REPORT

- 1. Consider Ratifying the Town Manager's Appointments of Chad Ferreira as a Laborer for the Department of Public Works and Andrew Bernhardt as the Transfer Station Foreman.**

Ms. Pine made a motion to ratify the Town Manager's appointments of Chad Ferreira as a Laborer for the Department of Public Works and Andrew Bernhardt as the Transfer Station Foreman. Ms. Manugian seconded the motion. The motion carried unanimously.

2. Proposed Select Board Meeting Schedule through the End of the Year.

| | |
|----------------------------|---|
| Monday, October 6, 2025 | Regularly Scheduled Meeting |
| Monday, October 13, 2025 | No Meeting (Indigenous Peoples' Day) |
| Saturday, October 18, 2025 | 2025 Fall Town Meeting |
| Monday, October 20, 2025 | Regularly Scheduled Meeting (Possibly No Meeting) |
| Tuesday, October 28, 2025 | Regularly Scheduled Meeting (Budget Guidance) |
| Monday, November 3, 2025 | Regularly Scheduled Meeting |
| Monday, November 10, 2025 | No Meeting |
| Monday, November 17, 2025 | Regularly Scheduled Meeting |
| Monday, November 24, 2025 | Regularly Scheduled Meeting |
| Monday, December 1, 2025 | No Meeting |
| Monday, December 8, 2025 | Regularly Scheduled Meeting |
| Monday, December 15, 2025 | Regularly Scheduled Meeting |
| Monday, December 22, 2025 | Regularly Scheduled Meeting |
| Monday, December 29, 2025 | No Meeting |
| Monday, January 5, 2025 | No Meeting |
| Monday, January 12, 2026 | Regularly Scheduled Meeting |

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

1. Finalize Recommendations on the Various Articles in the 2025 Fall Town Meeting Warrant.

Mr. Haddad provided the latest draft of the Warrant for the 2025 Fall Town Meeting to the Select Board. He explained that it has been updated to include the Town Manager's Report to the Fall Town Meeting, the proposed amendments to the Charter, and the recommendations made by the Finance Committee on the various Articles. Mr. Haddad explained that the Board needs to take positions on the following Articles:

Article 1: Prior Year Bills-

Mr. Haddad explained that there is an unpaid prior year bill from Pete's Tire Barn to the Department of Public Works, totaling \$1,556, which needs to be included in the Article.

The Select Board was unanimously in favor to support this Article.

Article 2: Amend the Fiscal Year 2026 Town Operating Budget- (Please see the Town Manager's Report for proposed transfers).

The Select Board was unanimously in favor to support all line-item transfers.

Article 3: Transfer Money into Capital Stabilization Fund –

The Select Board was unanimously in favor to support this Article.

Article 4: Transfer Money into the Stabilization Fund—

The Select Board was unanimously in favor to support this Article.

Article 5: Transfer Money into the GDRSD Capital Stabilization Fund-

The Select Board was unanimously in favor of withdrawing this Article at Town Meeting.

Article 22: Citizens' Petition - Authorization to Create an Advisory Committee-

Mr. Haddad stated that the Finance Committee met last week and discussed this Article. The Finance Committee voted unanimously not to recommend it. Mr. Robertson, the Finance Committee Chair, said he believes that if this Article were to go to the Town Meeting, there would be a lot of confusion because it was unclear. He also explained that the Committee believes having a group appointed to explore areas is out of sync with the Town Meeting format. The Committee believes they do not need an official appointment to present their analysis and thoughts, and they do not need Town consent; they can do it now.

Mr. Robertson stated it was unanimous, with four of their seven Finance Committee Members present, not to support this Article. Ms. Pine clarified that she supported the idea the proponents brought forward, but did not support bringing the Article to Town Meeting, as she thought it was somewhat problematic to do so.

The Select Board was unanimously not in favor of supporting this Article.

Ms. Pine inquired about the number of articles on the warrant. Mr. Haddad confirmed that there are currently 22 Articles. Ms. Pine believes that Articles 11-15 should not be included on the consent agenda. Mr. Haddad stated that any article can be held for discussion at Town Meeting. He explained that the Select Board and the Finance Committee unanimously support these articles.

Ms. Pine noted that Articles 1-10 are routine, and Articles 11-14 are not recurring. Mr. Haddad believes that Article 15, Debt Service for the Middle School Track, is also routine. He suggested including Article 15 in the consent agenda. To do this, Mr. Haddad proposed moving Article 15 to become Article 11, making it part of the consent agenda, along with Articles 1-10. The Select Board agreed with this proposal.

Request to Open the Warrant and Add an Article for the Cow Pond Brook Fields Project

Mr. Haddad met with the Community Preservation Committee (CPC) to request additional funding for the Cow Pond Brook Fields Project so it can move forward and develop final drawings that will enable the project to go out to bid before the 2026 Spring Town Meeting. He stated that the CPC agreed to accept the out-of-cycle application and to fully fund the \$115,000 request, in addition to the \$100,000 already appropriated at the April 26, 2025, Spring Town Meeting. Mr. Haddad asked the Board to open the Warrant and add the article. He has a meeting with the Parks Commission on October 6 to discuss this further. Mr. Haddad respectfully requested that the Select Board open the Warrant for the 2025 Fall Town Meeting and include this article.

Open the 2025 Fall Town Meeting Warrant

Ms. Pine made a motion to open the 2025 Fall Town Meeting Warrant. Mr. Cunningham seconded the motion. The motion carried unanimously.

Mr. Cunningham made a motion to add an article to the 2025 Fall Town Meeting Warrant to increase the appropriation of CPC funds by \$115,000 for the Cow Pond Brook Field project. Ms. Pine seconded the motion. The motion carried unanimously.

The Select Board deferred taking a position on this Article until Town Meeting.

Close the 2025 Fall Town Meeting Warrant

Ms. Manugian made a motion to close the 2025 Fall Town Meeting Warrant. Mr. Reilly seconded the motion. The motion carried unanimously.

2. Vote to Approve and Issue the Warrant for the 2025 Fall Town Meeting Warrant.

Mr. Haddad explained that Town Meeting postcards will be mailed to all households on Friday, October 3, 2025, and the Warrant will be posted by the Constable on that same day. There will be five hundred (500) copies of the Warrant available for anyone who wishes to have one. He said that several copies will be available at the Senior Center and the Library, and residents can visit the Town Clerk's Office to request that copies be mailed to their homes. Mr. Haddad respectfully requested that the Board vote to approve and issue the Warrant for the 2025 Fall Town Meeting.

Ms. Manugian moved to approve and issue the warrant for the 2025 Fall Town Meeting. Ms. Pine seconded the motion. The motion carried unanimously.

3. Consider Appointing Lynn Holdsworth to the Affordable Housing Trust

Mr. Cunningham made a motion to appoint Lynn Holdsworth to the Affordable Housing Trust, with a term expiring on June 30, 2027. Ms. Manugian seconded the motion. The motion carried unanimously.

4. Consider Approving a One-Day Wine and Malt Beverage License for the Friends of Prescott's Open Mic Night to be held on Friday, October 10th, 2025, from 6:30 p.m. to 9:30 p.m.

Ms. Manugian made a motion to approve a One-Day Wine and Malt Beverage License for the Friends of Prescott's Open Mic Night to be held on Friday, October 10, 2025, from 6:30 p.m. to 9:30 p.m. Mr. Reilly seconded the motion. The motion carried unanimously.

5. Consider Approving an All-Alcoholic Beverage License for the Friends of Prescott's "How to Make a Margarita" Night to be held on Friday, October 3, 2025, from 7:00 p.m. to 9:00 p.m.

Ms. Pine made a motion to approve an All-Alcoholic Beverage License for the Friends of Prescott's "How to Make a Margarita" to be held on Friday, October 3, 2025, from 7:00 p.m. to 9:00 p.m. Mr. Cunningham seconded the motion. The motion carried unanimously.

Consider the Approval of a Trail and Recreational Easement granted for the Groton Conservation Commission.

The Board members requested additional information for this request. Mr. Haddad will return with the agreement and further details at the next Select Board Meeting.

7:00 P.M. In Joint Session with the Groton Dunstable Regional School District Committee and Finance Committee- Review the Operational Audit for the Groton Dunstable Regional School District.

Ms. Lacey McCabe, Chair of the Groton Dunstable Regional School Committee, called the meeting to order.

Mr. Bud Robertson, Chair of the Finance Committee, called the meeting to order.

Ms. McCabe opened the discussion with the Groton Select Board, the Finance Committee, and the Groton-Dunstable Regional School Committee. The boards gathered to review the Operational Audit completed for the School District. Mr. Haddad provided the boards with a copy of the full audit for their review beforehand, along with a summary of key insights and recommendations. Dr. Geoff Bruno, GDRSD School Superintendent, stated that on August 27, a presentation was given during the School Committee Meeting on the Audit.

Ms. Sherry Kersey, GDRSD Director of Business, explained that during the FY 2025 budgeting season, the Town of Groton voted to Gift \$619,000 to the school district at the Annual Spring Town Meeting. She clarified that these funds came with two conditions: the Gift could only be used for non-recurring expenses, and the school district would have an independent Operational Audit to identify potential cost-saving measures. Dr. Bruno and Ms. Kersey presented a PowerPoint summary of the Audit findings (see attached presentation). The PowerPoint reviewed the three main areas of interest in the Operational Audit:

Administrator Staffing

The most recent fiscal years have brought numerous funding challenges, leading to staff reductions across the district. The district received feedback regarding the number of administrative staff and their relative salaries. An independent review was conducted to provide an unbiased assessment of the administrative positions.

Questions/Comments

Ms. Mary Linskey inquired about the number of responses the school received to the RFP. Ms. Kersey said there was only one. Then, Ms. Linskey asked about the school's market baskets. She pointed out that the market baskets differed between the Operational Audit and the Tri-Comm's. She wondered if that was eye-opening. Ms. Kersey responded that some of the criticism they received was due to the age of the market baskets. She explained that when the consultant suggested using a different set of markers, he was trying to see if the current market baskets were still valid. Ultimately, the results from the other markers aligned with their previous findings. Mr. Robertson asked if there was a document explaining why certain towns were selected as comparable communities. Ms. Raynor stated that Appendix B includes a list of the reasons for choosing those communities. Mr. Green noted that he was not surprised by the audit results. He hoped the report would highlight the organizations that achieved the highest efficiency at the lowest cost and provide insights on what changes the school district could implement to achieve those efficiencies.

Special Education and Student Services

Dr. Bruno explained that the consultations gathered a wide range of information about various aspects of Special Education and the students served. This included multiple years of data posted on the MA DESE

website, which provides a profile of Groton Dunstable with some comparisons to other districts and overall state trends. Additionally, the data covered Groton Dunstable's job descriptions, program descriptions, staff licensure, caseloads and schedules, special education referrals and eligibility, as well as IEP services. Dr. Bruno stated.

Dr. Bruno highlighted that they have successfully consolidated elementary specialized programs at Florence Roche, which increases efficiency through shared resources and a more seamless continuum of services. They also provide professional development to establish therapeutic programming, and Groton Dunstable offers specialized programming at all levels, demonstrating a cohesive and comprehensive service delivery model.

Questions/Comments

Ms. Pine said her main takeaway from this section was to refine job descriptions and clarify responsibilities. Ms. McCabe noted that there are many opportunities in this section. She believed the consultant provided a lot of feedback on how to run things as efficiently as possible. She explained that it leads to financial savings but also improves educational outcomes. Dr. Bruno emphasized that the findings in this section relate to what is most efficient and beneficial for children.

Building Usage

This section consists of two parts: the use of MSBA and current data to review building utilization, with a focus on effectiveness, productivity, and cost efficiency. It also includes assessing and reviewing building usage scenarios, such as relocating the ECC to another building, merging students into Florence Roche, and closing Swallow Union.

Dr. Bruno explained that the Building Usage Committee evaluated the inventory of GDRSD school buildings using a rating system from 1 to 4, where 1 indicates good condition.

Comments/Questions

Ms. Pine noted that 7-12 secondary schools existed until the 1980s. She stated that grouping 7th- to 12th-graders was not a good idea. Ms. Pine believes it would be unfortunate to close the Dunstable school and come to Groton.

Operational Audit Findings/Conclusion

The Operational Audit highlights the financial benefits of closing Swallow Union and relocating Dunstable students to the new Florence Roche (K-3), with 4th graders moving to GDRMS and 8th graders to the high school. However, this also involves significant educational costs for both towns and the district as a whole. Closing Swallow Union presents major challenges for Dunstable and disrupts developmentally appropriate educational programs across all district schools. After careful consideration, there was no support from the Select Board or Finance Committee to move forward with closing Swallow Union.

Mr. Haddad stated that, based on the audit, he asked the Superintendent and the School Committee chair if there was anything they could consider to implement measures for savings. Dr. Bruno said that based on the second section of the report, they could evaluate the full-time equivalents (FTEs). He noted that certain measures could be taken to improve efficiency. He said it is challenging, but there are definitely some

things they can take and are already implementing that could lead to better efficiencies. Mr. Haddad expressed his opinion that the School District appears lean.

Mr. Robertson stated that improving efficiency will not resolve this issue. He explained that the economy is the underlying problem. Ms. Pine said she was not surprised that the audit did not identify obvious areas where money could be saved. She said that people have been working hard for many years to run the school system efficiently and effectively, and they have succeeded in achieving effectiveness; they are close to being efficient. Ms. Pine said that the reality is they are heading into another budget year and will face the same challenges as they have in the past couple of years. She said the Town has experienced two years of failed override attempts, and she would hate to contemplate drastic cuts, so she's not sure what the solution is.

Ms. Pine stated that Representative Margaret Scarsdale has been actively working to understand why many school districts in the Commonwealth are not receiving the funding they deserve from the state. She is focused on addressing this issue. A regional forum is being planned to discuss state funding for public education under the leadership of Representative Scarsdale. Representative Scarsdale has secured a commitment from the Chair of the Committee on Education and other Representatives for the evening of November 20th, at a location yet to be determined. It was discussed that the North Middlesex Regional School District and the Groton-Dunstable Regional School District are among the top 10% of the most underfunded districts. Ms. Pine emphasized the need to advocate for increased funding for our district, and Mr. Cunningham highlighted the importance of advancing this issue. Ms. McCabe stressed the importance of having as many people as possible attend and that everyone's participation is crucial.

Mr. Haddad thanked everyone for attending that meeting.

OTHER BUSINESS

None

On-Going Issues

- A. PFAS Issue- None
- B. UMass Satellite Emergency Facility –None
- C. Fire Department Staffing – None
- D. West Groton Dam-None

SELECT BOARD LIASON REPORTS

None

Approval of the Regularly Scheduled Meeting of September 15, 2025

Ms. Pine made a motion to approve the regular meeting minutes of September 15, 2025, with one amendment from Mr. Cunningham. Ms. Manugian seconded the motion. The motion carried unanimously.

The Select Board adjourned at 8:14 p.m.

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