



TOWN OF GROTON

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

Select Board

Peter S. Cunningham, *Chair*
Rebecca H. Pine, *Vice Chair*
Nicholas J. Degaitas, Jr., *Clerk*
John F. Reilly, *Member*
Matthew F. Pisani, *Member*

Town Manager
Mark W. Haddad

SELECT BOARD MEETING
MONDAY, JULY 27, 2026
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

6:00 P.M. **Announcements and Review Agenda for the Public**

6:05 P.M. **Public Comment Period – Zoom ID (Public Comment Only) – 828 9883 2849 Passcode - 763639**

I. 6:06 P.M. **Town Manager's Report**

1. Fiscal Year 2028 Budget Update
2. Update on Water Expansion Project
3. Report from the Town Manager on the FY 2026 Country Club Budget
4. Update on Select Board Meeting Schedule through the Labor Day

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

1. Consider Appointing Charlotte Weigel to the Affordable Housing Trust
2. Consider Authorizing the Town Manager to Sign the CPA Affordable Housing Trust Grant Agreement
3. Establish the Stormwater Fee for FY 2027
4. Finalize and Approve the Town Manager's Annual Performance Evaluation
5. Consider Approving a Common Victualler's License for Groton Cuisine, LLC d/b/a Puritan Tavern
6. Discussion – Determine Process for Evaluating Representative Town Meeting
7. Approve FY 2027 Select Board Goals
8. Consider Approving a One Day Wine and Malt Beverage License for the Friends of Prescott Wines of Summer Event to be held on Thursday, July 30, 2026 from 7:00 p.m. to 9:00 P.M.
9. Consider Approving a One Day All Alcoholic Beverage License for the Friends of Prescott Tequila Night to be held on Friday, August 14, 2026 from 7:00 p.m. to 8:30 P.M.

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 Removal
- E. Main Street Study
- F. Flock Cameras

SELECT BOARD LIAISON REPORTS

III. Minutes: **Regularly Scheduled Meeting of July 13, 2026**

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: *July 27, 2026*

TOWN MANAGER'S REPORT

Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is nothing specifically scheduled on Monday's Agenda.

1. With regard to the Fiscal Year 2028 Budget Update, the Budget Working Group continues to review the Budget and meet with other Towns' officials to develop strategies for Fiscal Year 2028. That said, there is some good news from the State relative to additional funding to Groton and the Groton Dunstable Regional School District to help offset the major budget issues experienced in Fiscal Years 2026/2027. Specifically, the Commonwealth provided additional funding under the Winter Recovery Assistance Program (WRAP). Groton had a \$360,000 snow and ice deficit in FY 2026. WRAP will provide Groton with \$275,894 to help offset this cost. While it will not go specifically to offset the deficit as we have already funded the deficit through a combination of Capital Stabilization Funding and Free Cash, it will be counted as a FY 2027 receipt and be certified as Free Cash in September, 2027. This will help fund the FY 2029 capital budgets of the Town and School District. In addition, the Legislature is currently considering appropriating \$100 million in flexible education funding for school districts. If approved, it will provide \$112 per student for the Groton Dunstable Regional School District, which will provide an additional \$253,000 in Chapter 70 Aid. While it will not make up for the reduction in staffing the School District made to balance the FY 2027 Budget, it is needed funding and greatly appreciated.
2. As you know, the next phase of the Water Expansion Project is well underway on Raddin Road, Hawtree Way and Kemp Street. Jason Silva and I asked our Engineers at APEX to provide an update for the project, along with an improved Project Website found here:

<https://storymaps.arcgis.com/stories/080f95d93c0f45198721f1c09e75d418>

Continued on Next Page – Over >

Select Board
Weekly Agenda Update/Report
July 27, 2026
page two

2. **Continued:**

Enclosed with this Report is a Select Board Update that I would like to take a few minutes reviewing with the Board at Monday's meeting. As part of that update, please note that we will be holding a Community Information Forum at the Groton Town Hall and on Zoom on August 6, 2026 at 6:00 p.m. The forum will be held in the Second Floor Meeting Room at the Town Hall and on Zoom (Zoom Webinar ID: 852 7582 7228 Passcode: 791979). We can discuss this in more detail at Monday's meeting.

3. Once again this year, it is with great pleasure that I provide the Select Board with a summary of the FY 2026 Country Club Budget. As has been the case for the last several years, the Club has set another Revenue Record! In FY 2026, the Club had revenues totaling \$1,083,236, which is \$75,922 more than FY 2025 (another record year in which the club generated \$1,007,314 in revenues). The Club spent \$981,412 in salaries, wages, general expenses and Capital expenditures, with another \$69,981 in overhead, for a total of \$1,051,393. The Club made a profit of \$31,843 in FY 2026, which was returned to the General Fund and will be certified as Free Cash. Over the last two Fiscal Years, the Club has returned \$103,076 to the General Fund. This continues to be amazing news and I could not be happier. I would like to thank Head Professional/General Manager Shawn Campbell for his continued outstanding efforts in managing the Club. He continues to do an amazing job for the Town of Groton.

4. Please see the update to the Meeting Schedule that will take the Board through Labor Day:

Monday, August 3, 2026 -	No Meeting (Kara Vacation)
Monday, August 10, 2026 -	No Meeting (Mark Vacation)
Monday, August 17, 2026 -	Review First Draft of Fall Town Meeting Warrant
Monday, August 24, 2026 -	No Meeting
Monday, August 31, 2026 -	Public Hearing on the Fall Town Meeting Warrant
Monday, September 7, 2026 -	No Meeting (Labor Day Holiday)
Monday, September 14, 2026 -	Issue the Warrant for the Fall Town Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Affordable Housing Trust has requested that the Board appoint Charlotte Weigel to the Trust. I would respectfully request that the Board make this appointment at Monday's meeting. It is a two year term that will expire on June 30, 2028.

Select Board
Weekly Agenda Update/Report
July 27, 2026
page three

2. The Housing Trust approved the CPA Affordable Housing Grant Agreement and authorized their Chair, Becky Pine, to sign on behalf of the Trust. The agreement is substantially similar to the grant agreement executed the last two years for CPA Funding approved for the Trust. It is attached to this Report for your review. The Trust has requested that the Select Board authorize the Town Manager to sign the Agreement on behalf of the Board. Once approved, the agreement will go to the Community Preservation Committee for their review and “acknowledgment” of the agreement.

3. The 2026 Spring Town Meeting approved the following budget for the Stormwater Utility for Fiscal Year 2027:

LINE	DEPARTMENT/DESCRIPTION	FY 2026 APPROPRIATED	FY 2027	PERCENT CHANGE
			TOWN MANAGER BUDGET	
STORMWATER UTILITY				
	Stormwater Wages/Benefits	\$ 86,890	\$ 119,565	37.60%
	Stormwater Expenses	\$ 112,000	\$ 112,000	0.00%
	Stormwater Capital Outlay	\$ 51,000	\$ 51,000	0.00%
	500 DEPARTMENTAL TOTAL	\$ 249,890	\$ 282,565	13.08%

As you will recall, during the development of the Budget and in an effort to provide as much funding as possible for the Groton Dunstable Regional School District, we shifted an additional 16 hours of Administrative support from the Operating Budget to the Stormwater Budget. This is what accounted for the 13.08% increase. While we had kept the fee at \$60 for the last four years, we will not be able to do that again this year. Based on a parcel count of 4,086, I would recommend that the Select Board vote to set the Stormwater Fee at \$69 (a 15% increase) for Fiscal Year 2027. We can discuss this in more detail at Monday’s meeting.

4. The Annual Performance Evaluation of the Town Manager has been completed. According to the Policy, the next step is for the Select Board Chair to present the final Evaluation to the full Board at a public meeting for the Board’s approval. Chair Cunningham will have copies available for the Select Board at Monday’s meeting. Members Cunningham, Pine, Reilly and Pisani can vote to accept the Performance Evaluation.

Select Board
Weekly Agenda Update/Report
July 27, 2026
page four

5. I would respectfully request that the Select Board approve a Common Vicutaller's License for Groton Cuisine, LLC d/b/a Puritan Tavern. The hours of operation will be the same as the approved hours when the Board issued the Liquor License for the Establishment: 10:00 a.m. to 11:00 p.m. seven days a week.
6. Select Board Member Degaitas has requested an Agenda Item for the Board to discuss considering a process to evaluate whether or not the Town of Groton should move towards a Representative Town Meeting. To assist the Board with this decision, attached to this Report is a proposed Charge for an Ad hoc Town Meeting Governance Study Committee. The main purpose of this Committee would be to study the issue and determine whether or not the Select Board should bring forward an Article to a future Town Meeting to create an Elected Charter Commission that would consider changing Groton's Legislative Body from an Open Town Meeting to a Representative Town Meeting. We can discuss this in more detail at Monday's meeting.
7. Select Board Member Pine and I have finalized the Proposed Goals of the Select Board for Fiscal Year 2027. They are enclosed with this Report for your review and consideration. I would respectfully request that the Board approve these Goals at Monday's meeting.
8. I would respectfully request that the Select Board approve a One Day Wine and Malt Beverage License for the Friends of Prescott Wines of Summer Event to be held on Thursday, July 30, 2026 from 7:00 p.m. to 9:00 P.M.
9. I would respectfully request that the Select Board approve a One Day All Alcoholic Beverage License for the Friends of Prescott Tequila Night to be held on Friday, August 14, 2026 from 7:00 p.m. to 8:30 P.M.

MWH/rjb
enclosure

WATER SYSTEM EXPANSION PROJECT

Town of Groton, Massachusetts Town of Pepperell, Massachusetts Town of Dunstable, Massachusetts



Selectboard Update

July 2026

Background

In 2021, the drinking water and irrigation wells at Groton-Dunstable Regional High School tested above the Massachusetts Maximum Contaminant Level for PFAS6. Subsequent investigations determined that the contamination originated from aqueous film forming foam used to extinguish a 2003 fire at the School's athletic track.

The School District retained a Licensed Site Professional to investigate the extent of the contamination and test surrounding private wells. The PFAS-impacted area included portions of North Street, Kemp Street, Groton Street, and Chicopee Row.

In 2022, the Towns of Groton, Dunstable, and Pepperell jointly retained Apex Companies to develop a regional water system solution to service the PFAS-impacted area. The proposed solution would extend the Groton and Pepperell water systems to provide a permanent, safe drinking water supply to the PFAS-impacted area while improving the long-term reliability of both water systems.

In 2023, Town Meetings in all three communities approved funding for the project:

- Groton authorized \$16.7 million.
- Dunstable authorized reimbursement to Groton, through debt-service payments, for up to \$3.413 million.
- Pepperell authorized \$23 million in water-system improvements, including a PFAS treatment facility at the Jersey Street well site and water main extensions toward Dunstable.

Construction was divided into two phases: the first phase servicing the PFAS-impacted area and the second phase connecting the water systems.

Phase 1

Groton received a loan of \$12,195,914 through the MA Drinking Water State Revolving Fund to extend public water service along Chicopee Row, Groton Street, Kemp Street, and North Street, including service to Groton-Dunstable Regional High School.

The financing was provided at 0% interest. In December 2025, Groton was notified that 5% of the loan would be forgiven, providing an additional benefit of approximately \$609,796.

Before Phase 1 was completed, additional testing in 2025 identified PFAS impacts along Ready Meadow Road, Raddin Road, Hawtree Way, and additional portions of Kemp Street and Groton Street. The Licensed Site Professional has since indicated that the extent of the contamination is now adequately defined.

Through careful project management, coordination among the Towns, and favorable construction efficiencies, the project team preserved approximately \$2.1 million within the Phase 1 allocation. These savings allowed Raddin Road, Hawtree Way, and additional work on Kemp Street to be incorporated into the project without increasing the original \$12.2 million Phase 1 budget. The remaining newly-impacted areas were incorporated into Phase 2.

Phase 2

Phase 2 will establish an emergency interconnection between the Groton and Pepperell water systems, improving the reliability and resiliency of both communities' drinking water supplies.

The project includes improvements along Jersey Street in Pepperell, North Street and Ready Meadow Road in Groton, and Groton Street in Dunstable. It will also provide private water service connections to PFAS-impacted properties.

Significant outside funding has further strengthened the project:

- Pepperell secured a \$5 million EPA Emerging Contaminants Grant for its portion of the Phase 2 work.
- Groton secured an additional \$1 million EPA grant, helping make it possible to provide water service connections to 76 PFAS-impacted properties at no cost to the property owners.

Phase 2 also received favorable construction bids. As a result, available funding can be used to provide curb-to-curb pavement restoration along affected roadways, with final paving anticipated in early 2027.

Project Accomplishments

Through the sustained cooperation of Groton, Dunstable, and Pepperell, the regional water system project is positioned to deliver substantially more than originally anticipated.

In addition to completing the improvements authorized in 2023, the project is expected to provide, with no increase to the project authorization:

- Approximately 9,500 additional linear feet of water main,
- 76 private water-service connections for PFAS-impacted properties, and
- Curb-to-curb pavement restoration along approximately 7.1 miles of roadway.

Through the successful pursuit of a 0% State Revolving Fund loan, loan forgiveness, and state and federal grant funding, the project is expected to reduce the long-term debt service obligations of the three communities below those originally anticipated in the 2023 Town Meeting appropriations, lowering the overall cost to taxpayers.

These accomplishments reflect strong regional collaboration, successful pursuit of outside funding, favorable bidding conditions, and careful stewardship of the funds approved by the three communities.

Next Steps

With Phase 2 now underway, the project team is focused on keeping residents informed throughout construction and the water service connection process.

A dedicated project website has been established to provide residents with construction updates, project schedules, water service connection information, frequently asked questions, and other project resources. The website will be linked from each of the participating Towns' official websites in the coming weeks.

Project Website:

<https://storymaps.arcgis.com/stories/080f95d93c0f45198721f1c09e75d418>

To provide an opportunity for residents to learn more about the project and ask questions, the project team will host a Community Information Forum at Groton Town Hall on August 6, 2026, at 6:00 PM.

Throughout Phase 2, the project team will continue to provide project updates and direct notifications to impacted residents, including construction notices, scheduling information, and water service connection updates to ensure property owners remain informed as work progresses.

TOWN OF GROTON
COMMUNITY PRESERVATION ACT
AFFORDABLE HOUSING GRANT AGREEMENT

THIS GRANT AGREEMENT (this "Agreement") made this ____ day of _____, 2026, is by and between the **Town of Groton**, a municipal corporation duly organized under the laws of Massachusetts and having its usual place of business at 173 Main Street, Groton, Massachusetts 01450, acting by and through its Select Board (the "Town"), and the **Town of Groton Affordable Housing Trust**, established pursuant to M.G.L. c. 44, Section 55C, and under Declaration of Trust recorded with the Middlesex Southern District Registry of Deeds in Book 58159, Page 199, and having its usual place of business at 173 Main Street, Groton, Massachusetts 01450, acting by and through its Board of Trustees (hereinafter, the "Trust"). The Town and the Trust are together the "Parties" and individually a "Party."

WITNESSETH:

WHEREAS, the Town's Community Preservation Committee (the "Committee"), invited the submission of proposals for grants of funds for purposes consistent with the Community Preservation Act ("CPA"), M.G.L. c. 44B;

WHEREAS, the Trust submitted a proposal for funding for purposes of pursuing affordable housing opportunities in the Town of Groton in accordance with M.G.L. c. 44, Section 55C, the Trust's Declaration of Trust, and the Town's Bylaws (the "Project"), and the Committee reviewed the Project and recommended that the Groton Town Meeting vote on appropriating the funds described in this Agreement for the purposes of the Project;

WHEREAS, the Groton Town Meeting voted on May 2, 2026, under Article 8, CPC Proposal E (the "Article") to appropriate One Hundred Thousand Dollars (\$100,000) with \$92,985 to come from the Community Housing Reserve and \$7,015 to come from the Unallocated Reserve (the "Funds");

WHEREAS, the purpose of this Agreement is to ensure that the Funds are used for the acquisition, creation, preservation, and support of community housing as defined by the CPA; and

WHEREAS, the Town's Select Board has conferred with the Committee concerning the terms of this Agreement, and both have approved the terms of this Agreement.

NOW THEREFORE, the Town and the Trust agree as follows:

1. Contract Documents. The Contract Documents consist of this Agreement, the CPA application approved by the Committee dated February 11, 2026 (the "Application", copy attached as "Exhibit A"), and the Article (copy attached as "Exhibit B"). The Contract Documents constitute the entire agreement between the Parties.

2. Term. This Agreement shall remain in effect for as long as the Trust holds the Funds or any portion of the Funds.

3. The Project. The Project shall be as described in the Application, modified by the following conditions:

(a) The Funds shall be expended pursuant to this Agreement and shall be limited to the allowable spending purposes as defined under the CPA.

(b) Not later than March 15 and September 15 of each year during the Term, the Trust shall provide the Committee with a written update on its progress regarding the Project.

(c) Not more than ten percent (10%) of Funds may be used for expenses related to the administration and operation of the Trust.

(d) Consistent with the provisions of M.G.L. c. 44B, Section 5(b)(2), under no circumstances shall the Funds be used to rehabilitate existing community housing units not created with CPA funds.

(e) Consistent with the provisions of M.G.L. c. 44B, Section 5(b)(2), when creating community housing the Trust shall, wherever possible, reuse existing buildings or construct new buildings on previously developed sites.

(f) Consistent with the provisions of M.G.L. c. 44B, Section 6, the Funds shall not replace existing Town operating funds nor reimburse the Town for services provided to the Trust.

(g) If the Funds are the sole funding source for the acquisition of real property, the property shall only be used for "community housing" as defined in M.G.L. c. 44B, Section 2. In all other cases, the Funds may be used to cover a share of Project expenses proportionate to the part of the Project that will qualify as such community housing. The Trust shall track the cost of the allowable scope through a reasonable means of cost estimating, and only use the Funds for the allowable portion of the Project cost.

4. Contact. The Trust shall identify in writing a contact person responsible for the administration of the Project.

5. Restriction. With respect to any real property purchased using the Funds or housing created or preserved using the Funds, the Trust shall execute or obtain a perpetual affordable housing restriction meeting the statutory requirements of M.G.L. c. 184 and M.G.L. c. 44B, Section 12, and running to the benefit of the Town. The deed restrictions executed for each unit of housing created or preserved pursuant to this grant must be approved and accepted by the Town.

6. Funding. The Town shall pay the Trust the Funds within 30 days of the execution of this Agreement. The Trust shall manage the Funds in accordance with its Declaration of Trust.

7. Limitation of Liability. The Town's liability under this Agreement shall be to make the payment specified in Paragraph 6 and the Town shall be under no further obligation or liability. Nothing in this Agreement shall be construed to render the Town or any elected or appointed official or employee of the Town, or their successors in office, personally liable for any obligation under this Agreement.

8. Record Keeping. The Trust shall keep such records with respect to the utilization of the Funds as are kept in the normal course of business and such additional records as may be required by the Town. Should the Trust have multiple funding sources, the Trust shall track specific expenditures of the Funds separate from other funding sources. The Town shall have full and free access to such records and may examine and copy such records. The Trust further agrees to meet from time to time with the Committee or its designee(s), upon reasonable request, to discuss expenditures of the Funds.

9. Successors and Assigns. This Agreement is binding upon the Parties, their successors, assigns, and legal representatives. The Trust shall not assign or otherwise transfer this Agreement, in whole or in part, without the prior written consent of the Town.

10. Termination. This Agreement shall terminate upon the Trust's final expenditure of the Funds and the delivery of copies of any restrictions recorded pursuant to Paragraph 5. In the event that the Trust fails to fulfill its obligations under the terms of this Agreement as determined by the Town, the Town shall have the right, in its sole discretion, to terminate this Agreement upon written notice to the Trust. Upon receipt of such notice, the Trust shall refund all unexpended Funds to the Town, and such funds shall be returned to the CPA account from which the Funds were appropriated.

11. Compliance with Laws. The Trust shall comply with all Federal, State and local laws, rules, regulations and orders applicable to the Project.

12. Notice. Except as otherwise provided in this Agreement, any notices given under this Agreement shall be addressed as follows:

If to the Town:

Town of Groton
173 Main Street
Groton, MA 01450
ATTN: Town Manager
Email: townmanager@grotonma.gov

If to the Trust:

Affordable Housing Trust
173 Main Street
Groton, MA 01450
ATTN: Housing Coordinator
Email: fstanley@grotonma.gov

Notice shall be deemed given: (a) two (2) business days after the date when it is deposited with the U.S. Post Office, if sent by U.S. first-class or certified mail; (b) one (1) business day after the date when it is deposited with an overnight courier, if next business day delivery is required; (c) upon the date personal delivery is made; or (d) upon the date when it is sent by email, if the sender receives reply email confirming such delivery has been successful and the sender mails a copy of such notice to the other Party by U.S. first-class mail on such date.

13. Severability. If any term or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal, or unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this , Agreement shall not be deemed affected thereby unless one or both Parties would be substantially or materially prejudiced.

14. Governing Law. This Agreement shall be governed by, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts and the Trust submits to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.

15. Execution in Counterparts. This Agreement may be simultaneously executed in several counterparts each of which shall be an original and all of which shall constitute but one and the same instrument.

[Signatures on next page].

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the day and year first above written.

Town of Groton

Mark Haddad, Town Manager,
Duly Authorized by a vote of the Groton Select
Board on _____, 2026.

Groton Affordable Housing Trust

Becky Pine, Chair
Becky Pine, Chair,
Duly Authorized by a vote of the Groton
Affordable Housing Trust Board of Trustees
on July 16, 2026

Acknowledged By:

Groton Community Preservation Committee

Richard Hewitt,
Duly Authorized by a vote of the Groton
Community Preservation Committee on
_____, 2026



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Town Manager
Mark W. Haddad

DRAFT CHARGE

Ad Hoc Town Meeting Governance Study Committee

Purpose

The Groton Select Board hereby establishes the Ad Hoc Town Meeting Governance Study Committee to conduct an impartial, fact-based evaluation of whether the Town of Groton should consider pursuing a Representative Town Meeting form of government. The establishment of this Committee does not represent a determination by the Select Board that Representative Town Meeting should be adopted or pursued. Rather, the Committee's purpose is exploratory. Specifically, the Committee shall examine the issue thoroughly, identify the potential benefits and drawbacks, assess the legal and practical implications, and provide the Select Board and the public with objective information upon which future decisions may be based. The Committee shall neither advocate for nor against Representative Town Meeting but shall endeavor to present balanced findings and recommendations supported by research, public input, and analysis.

Scope of Work

The Committee shall:

1. Review the statutory framework governing Representative Town Meetings under Massachusetts General Laws, including the legal process required to establish such a form of government.
2. Examine Representative Town Meeting models used by comparable Massachusetts municipalities, including:
 - Membership size and composition;
 - Precinct or district structure;
 - Election methods and terms of office;
 - Administrative and financial impacts;
 - Public participation practices; and
 - Transition processes.
3. Evaluate how Representative Town Meeting could affect Groton with respect to:
 - Citizen participation and accessibility;
 - Representative governance and accountability;
 - Legislative efficiency and effectiveness;
 - Election administration;
 - Financial and staffing impacts; and
 - Preservation of Groton's civic traditions and community character.

4. Consider reasonable alternatives, including maintaining the current Open Town Meeting form of government.
5. Solicit public input through public forums, listening sessions, surveys, or other appropriate outreach methods to ensure that a broad range of community perspectives is considered.
6. Consult with municipal officials, the Massachusetts Municipal Association, the Division of Local Services, municipalities utilizing Representative Town Meeting, and other subject matter experts as appropriate.
7. Prepare a written report summarizing its research, public engagement, findings, and conclusions.
8. Recommend one of the following:
 - That Groton continue with its current Open Town Meeting form of government and take no further action;
 - That additional study is warranted before any future action is considered; or
 - That the Select Board consider whether to initiate the statutory process for establishing an Elected Charter Commission to further examine and, if appropriate, develop a proposed Representative Town Meeting Charter for consideration by the Town's voters.

Membership

The Committee shall consist of five (5) Groton residents appointed by the Select Board. Appointments should seek individuals representing a diversity of backgrounds, viewpoints, and experience, including municipal government, civic engagement, finance, law, planning, education, business, or other relevant disciplines.

Ex Officio Advisors

The following Town officials shall serve as non-voting ex officio advisors to the Committee:

Town Moderator
Town Clerk
Town Manager

The ex officio advisors shall provide procedural, administrative, historical, and technical guidance to assist the Committee but shall not vote on Committee recommendations.

Organization

The Committee shall elect a Chair and Vice Chair from among its voting members and may adopt meeting procedures necessary to accomplish its work. All meetings shall be conducted in accordance with the Massachusetts Open Meeting Law and applicable Public Records Law.

Reporting

The Committee shall provide periodic progress reports to the Select Board.

The Committee shall submit a final written report and recommendations to the Select Board no later than June 30, 2027, allowing sufficient time for the Board to consider whether any action should be recommended for the 2027 Fall Town Meeting.

The report shall include:

A summary of the Committee's work;

- Research findings;
- Public outreach activities and community feedback;
- Comparative analysis of Representative Town Meeting and Open Town Meeting;
- The Committee's conclusions and recommendations; and
- Any proposed next steps, if any.

Duration

The Committee shall dissolve upon acceptance of its final report by the Select Board unless its term is extended by vote of the Select Board.

Authority

The Committee serves solely in an advisory capacity to the Select Board. It possesses no independent authority to establish policy, propose charter amendments, or otherwise alter the Town's form of government.

Any future decision to establish an Elected Charter Commission, pursue a Representative Town Meeting form of government, or submit related questions to the voters shall remain solely within the authority of the Select Board, Town Meeting, and the electorate as provided by the Massachusetts Constitution, Massachusetts General Laws, and the Groton Charter.

FISCAL YEAR 2027

GOALS OF THE GROTON SELECT BOARD

Governance, Technology & Data Policy

Select Board Member Assigned: John Reilly

Establish, appoint members to, and adopt a formal charge for a committee tasked with evaluating and recommending Town policies governing the responsible use of emerging technologies, including:

- Artificial Intelligence (AI) in municipal government;
- License Plate Reader (LPR) technology;
- Municipal surveillance and security camera systems;
- Data-gathering technologies used by the Town;
- The collection, storage, protection, retention, sharing, and disposal of data generated through these technologies;
- Standards for evaluating technology vendors and ensuring that companies contracted by the Town meet appropriate privacy, cybersecurity, transparency, and data governance expectations.

The committee shall develop recommendations that balance operational efficiency, public safety, innovation, transparency, cybersecurity, privacy, civil liberties, and public trust to ensure residents remain confident in the Town's use of technology.

Budget Priorities & State Funding

**Select Board Member Assigned: Matt Pisani
Nick Degaitas**

Continue active and sustained collaboration with the Town's state legislative delegation and regional partners to:

- Increase unrestricted local aid and education funding for the Town of Groton and the Groton-Dunstable Regional School District beginning in FY28;
- Advocate for permanent improvements to the Commonwealth's municipal and educational funding formulas;
- Restore previously eliminated positions within the Police Department, Department of Public Works, and Groton-Dunstable Regional School District;
- Support expanded staffing within the Fire Department to meet growing service demands;
- Identify sustainable funding strategies to maintain and enhance essential municipal services while minimizing the local tax burden.

Town Manager Succession Planning

**Select Board Member Assigned: Becky Pine
Peter Cunningham**

During the second half of FY27, begin planning for the anticipated transition to a new Town Manager in November 2027 to ensure organizational stability and continuity of leadership by:

- Developing a comprehensive recruitment timeline;
- Reviewing and updating the Town Manager job description and desired qualifications;
- Establishing a transparent and inclusive recruitment and selection process;
- Developing a transition plan that ensures continuity of municipal operations and services.

Economic Development

Select Board Member Assigned: Nick Degaitas

Work collaboratively with Town boards, committees, property owners, businesses, developers, and community stakeholders to strengthen Groton's economic future by:

- Supporting the long-term vision of the Destination Groton initiative;
- Implementing the recommendations of the Master Plan
- Encouraging economic development that reflects Groton's historic character and community values;
- Identifying opportunities to expand the commercial tax base and generate sustainable municipal revenue;
- Supporting redevelopment projects that enhance downtown vitality while preserving its unique identity;
- Advancing planning efforts that encourage responsible business growth and appropriate residential development;
- Recruiting and supporting the establishment of additional restaurants
- Exploring opportunities for additional 55+ residential communities and working toward initiating at least one new development proposal within the next one to two years.
- Supporting the creation of Affordable Housing in Groton.

Public Communication & Civic Engagement

**Select Board Member Assigned: Peter Cunningham
Nick Degaitas
Becky Pine**

Develop and implement a comprehensive communications strategy that improves transparency, public engagement, and awareness of Town government by:

- Increasing communication regarding Select Board initiatives, major Town projects, and policy decisions;
- Highlighting the accomplishments of Town boards, committees, commissions, and departments;
- Expanding and modernizing the Town's social media presence to better engage residents;
- Enhancing the Town website, newsletters, videos, and other communication platforms to improve accessibility and information sharing;
- Increasing public awareness of available property tax relief including the senior tax work-off program, funding available from the TREAD Committee, monies distributed by the Commissioners of Trust funds, and other financial assistance programs;
- Continue meeting with all Town Boards and Committees, following the rotation schedule developed last year.
- Developing a coordinated outreach and awareness campaign to significantly increase participation at Annual and Special Town Meetings, with the goal of achieving voter turnout exceeding 10% of registered voters.

Transportation & Traffic Safety

Select Board Member Assigned: Peter Cunningham

Using the recommendations from the recent Main Street traffic studies, work collaboratively with the appropriate boards, committees, MassDOT, and regional partners to improve traffic safety, mobility, and pedestrian access by:

- Implementing at least three recommendations identified in the completed traffic studies;
- Striping and clearly defining on-street parking spaces where appropriate;
- Advancing planning and engineering for one or more roundabouts at key intersections;
- Continuing efforts to install a traffic signal at the intersection of Routes 40 and 119; and to move forward on other improvements for the Route 40/Broadmeadow Road intersection;
- Advancing efforts to pave and allow through traffic on the dirt road between Station Ave and Broadmeadow Rd.
- Pursuing additional engineering, pedestrian safety, and traffic-calming improvements identified through ongoing transportation planning efforts.

SELECT BOARD MEETING MINUTES
MONDAY, JULY 13, 2026
UN-APPROVED

Select Board Members Present: Peter Cunningham, Chair; Becky Pine, Vice Chair; Nick Degaitas Jr., Clerk; John Reilly; Matt Pisani;

Finance Committee Members Present: Bud Robertson, Chair; David Manugian, Scott Whitefield, Mary Linskey, Kristina Lengyel;

School Committee Members Present: An Hee Foley; Rosanna Casavecchia and Justin Owens;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patrica DuFresne, Assistant Director of Finance/Town Accountant; Fire Chief Arthur Cheeks; Cassidy Dallas and Rebecca Weksner (virtually present), Groton Dunstable Regional School Committee Candidates;

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

ANNOUNCEMENTS

Ms. Pine said the Destination Groton Committee is sponsoring a Speaking Event: "Groton's Legacy at Bunker Hill and Beyond". The event will begin at 12:00 PM on Sunday, July 19, 2026, at Lawrence Academy's Richardson-Mees Performing Arts Center. Mr. Pisani gave kudos to the Commemorations and Celebrations Committee for the wonderful Annual Fireworks event and also recognized Mr. Donald Black's efforts in cleaning up the fields the following day.

PUBLIC COMMENT PERIOD

Mr. Cunningham said moving forward he would like to offer residents at home the opportunity to comment via Zoom during the public commenting period. Ms. Pine wanted to clarify that the Board members can not respond during the public commenting period.

TOWN MANAGER'S REPORT

1. Update from The Fire Department Staffing Working Group.

Fire Chief Arthur Cheeks attended the meeting alongside the Town Manager to provide an update on the Fire Staffing Working Group. Mr. Haddad explained that several meetings have taken place and that Consultant Jack Parrow has been hired to collect data on the Fire Department's operations. Mr. Parrow's role is to compile and analyze this information and prepare a final Report for presentation to the Select Board and Finance Committee. Consultant Guilfoil Associates has also been hired to share the information with the public. Chief Cheeks noted that Mr. Parrow has completed a few months of data collection and reiterated that the purpose of the study is to improve the effectiveness of the Fire Department. Mutual Aid volumes for both fire and EMS have been analyzed. Chief Cheeks said they will continue to collect data through August, using a total of thirty-five data points. He said they are seeing approximately a 9% increase in Fire and EMS calls compared with this time last year, and the numbers continue to grow. Mr. Haddad would like to hold a public hearing once the Report is complete. He said that, at the end of the day, the public will have a lot of data to review (see the included information provided by Chief Cheeks).

6:15 p.m.- In Joint Session with the Groton Contingent of the Groton Dunstable Regional School District Committee-Interview and Consider Appointing an Individual to the Groton Dunstable Regional School District Committee Until the 2027 Annual Election.

Members of the Groton Contingent of the Groton Dunstable Regional School Committee, An Hee Foley, Rosanna Casavecchia, and Justin Owens, attended the joint session with the Select Board to interview candidates for a vacancy on the GDRSD Committee. The position will be filled until the Annual Town Election in 2027. Mr. Haddad explained that, in accordance with the Board's policy, the position was advertised and that two applications were received: Rebecca Weksner and Cassidy Dallas. Rebecca Weksner attended virtually, while Cassidy Dallas attended in person.

The Select Board asked candidates Cassidy Dallas and Rebecca Weksner to speak about their background. Both candidates provided information about themselves and explained their interest in joining the School Committee, as well as their involvement with the school. They gave an overview of their professional backgrounds and skill sets. The Select Board and School Committee Members questioned the candidates about their knowledge of budgeting and what they could contribute to strengthen the committee. Ms. Pine expressed her appreciation for both candidates and hoped that the candidate not elected this evening would remain involved. Mr. Cunningham thought both candidates were well-informed about what was going on and echoed Ms. Pine's comments. After a thoughtful interview with both well-qualified candidates, Mr. Cunningham entertained a nomination:

Mr. Cunningham nominated Rebecca Weksner to fill the vacancy on the School Committee until the 2027 Annual Election. Mr. Degaitas seconded the motion.

The Groton Dunstable Regional School Committee

Roll Call: Foley-aye; Casavecchia-aye; Owens-aye

The Groton Select Board

Roll Call: Pisani-aye; Reilly-aye; Cunningham-aye; Degaitas-aye; Pine-aye

Rebecca Weksner was unanimously appointed to the Groton-Dunstable Regional School Committee until the 2027 Annual Town Election. The Select Board thanked Cassidy Dallas for their time.

2. Update from the Town Manager on Town Manager/Town Administrator Budget Working Group.

The Town Manager/Town Administrator's Budget Working Group held its first meeting last week. Mr. Haddad explained who the Working Group representatives are. He thought it was a good kickoff meeting, with time spent reviewing projections for FY 2028. Mr. Haddad provided the Board with Groton's FY 2028 Preliminary Summary (summary attached). He believes that FY 2028 will be a very difficult year financially for the towns of Groton and Dunstable and the Groton Dunstable Regional School District Committee. He explained that they started the process early to conduct a lot of research. He said they have a lot of work to do and will include updates to the agenda. They are not looking at major budget increases, except for funding the Patriot RECC (communications budget). He also emphasized that State aid isn't keeping up with the cost of inflation.

7:00 p.m. In Joint Session with the Finance Committee Review and Consider Approving Line-Item Transfers for Fiscal Year 2026

Mr. Haddad wanted to ensure that there was a quorum for the Finance Committee meeting that evening regarding the line-item transfers. He reached out to Town Counsel and the Town Clerk since the vacancy left by Mary Linskey had not yet been filled. Ms. Linskey's term continues until the vacancy is filled. To ensure a quorum, Patricia DuFresne contacted Mary Linskey to ask her to attend the meeting. Mr. Haddad then thanked Ms. Linskey for her years of service to the Finance Committee.

Mr. Robertson called the Finance Committee to order.

Finance Committee Members Bud Robertson, Chair; David Manugian; Scott Whitefield; Mary Linskey; and Kristina Lengyel were present. Ms. Patricia DuFresne, the Town Accountant/Assistant Finance Director, was also present. At the end of the fiscal year, the Select Board and Finance Committee conduct Line-Item Transfers to address shortfalls in the municipal budget. This is a redistribution of funding within the budget. Mr. Haddad provided the Board with the proposed line-item transfers for year-end 2026. Ms. DuFresne walked the Board through the line-item transfers as shown in the memo provided to the Board. She explained that an additional projected deficit of \$57,184 has been added to support accounts (see the attached Proposed Line-Item Transfers for Year-End 2026).

Ms. DuFresne reported that the total final transfer in the operating budget for year-end 2026 is \$309,808. She hopes to transfer most of the funds from health insurance and the remainder from other line items within the same function of government. Ms. DuFresne said that the health insurance opt-out has been very helpful. Mr. Robertson explained that this is a typical year for expenses. Ms. Pine emphasized that the departments are still living within their budgets.

Finance Committee

On behalf of the Finance Committee, Mr. Manugian moved to approve the Line-item transfers for the FY26 budget as presented that evening. Mr. Robertson seconded the motion. The motion carried unanimously.

Select Board

On behalf of the Select Board, Ms. Pine made a motion to approve the line-item transfers as presented. Mr. Pisani seconded the motion. The motion carried unanimously.

The Select Board recessed at 7:15 PM for a Finance Committee appointment meeting. The Select Board reconvened at 8:06 PM.

3. Update on Select Board Schedule through Labor Day.

Monday, July 20, 2026-	No Meeting
Monday, July 27, 2026-	Regularly Scheduled Meeting
Monday, August 3, 2026-	No Meeting (Kara Vacation)

Monday, August 10, 2026-	No Meeting (Mark's Vacation)
Monday, August 17, 2026-	Review First Draft of the Fall Town Meeting Warrant
Monday, August 24, 2026-	No Meeting
Monday, August 31, 2026-	Public Hearing on the Fall Town Meeting Warrant
Monday, September 7, 2026-	No Meeting (Labor Day)
Monday, September 14, 2026-	Issue the Warrant for the Fall Town Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

1. Call for and Open the Warrant for the 2026 Fall Town Meeting.

Mr. Haddad said it is that time of year for the Select Board to call for the 2026 Fall Town Meeting. He explained that the default date for the meeting is the third Monday in October (this year, October 19th). Mr. Haddad stated that due to early voting for the 2026 State Election, the Town Clerk has requested that the Select Board choose an earlier date for the meeting. The Bylaw allows the Board to choose an alternative date in September, October, or November, provided at least six weeks' notice is given to residents. Based on all of this, he recommended calling for the Fall Town Meeting on Saturday, October 3rd, beginning at 9:00 a.m. Mr. Haddad reviewed a proposed timeline for the meeting with the Board (see attached). He also respectfully requested that the Warrant be closed on Thursday, August 13, 2026.

Ms. Pine made a motion to call for the 2026 Fall Town Meeting to be held on Saturday, October 3, 2026, at 9:00 a.m. Mr. Pisani seconded the motion. The motion carried unanimously.

Ms. Pine made a motion to open the warrant for the Fall Town Meeting on Monday, July 13, 2026, and to close the warrant on Thursday, August 13, 2026, at the end of the business. Mr. Reilly seconded the motion. The motion carried unanimously.

2. Review and Consider Approving FY2027 Select Board Goals.

Mr. Haddad expressed his gratitude to the Select Board Members for sharing their draft goals, which he consolidated into six. Ms. Pine agreed with all the goals but requested additional time to review them before approving, as she felt some adjustments were needed. Mr. Haddad welcomed meeting with Ms. Pine to discuss the goals further and then return with their final recommendations to the Board (see included draft Goals with these minutes).

3. Consider Approving a One-Day Wine and Malt Beverage License for the Friends of Prescott Paint and Sip Event to be held on Saturday, August 1, 2026, from 4:00 pm. to 6:00 p.m.

Mr. Pisani made a motion to approve a One Day Wine and Malt Beverage License for the Friends of Prescott Paint and Sip Event to be held on Saturday, August 1, 2026, from 4:00 pm. to 6:00 p.m. Mr. Degaitas seconded the motion. The motion carried unanimously.

OTHER BUSINESS

Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next Thirty Days.

Ms. Pine made a motion to authorize the Town Manager and one member of the Select Board to sign the Warrants for the next 30 days. Mr. Pisani seconded the motion. The motion carried unanimously.

On-Going Issues

- A. PFAS Issue – The federal government was reviewing the Town's procurement process for the next phase of the PFAS project to secure the \$1 million federal earmark. Mr. Haddad was pleased to report that the federal government will not require the Town to rebid the project because the procurement meets all necessary requirements.
- B. UMass Satellite Emergency Facility – None
- B. Fire Department Staffing – None
- C. Main Street Study – None
- D. Flock Cameras-None

SELECT BOARD LIASON REPORTS

None

Approval of the Regularly Scheduled Meeting of June 29, 2026

Ms. Pine made a motion to approve the regularly scheduled minutes of June 29, 2026. Mr. Pisani seconded the motion. The motion carried unanimously.

The Select Board adjourned at 8:21 p.m.

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