

Select Board Meeting Packet

March 2, 2020

This is the Select Board preliminary preparation information packet. The content of this package is subject to change between when it is released and the start of the Select Board meeting. Such changes will not be posted to the web site before the meeting. If you see an item or items in the preliminary preparation package that are important to you, please attend the meeting in person.



Town Manager
Mark W. Haddad

TOWN OF GROTON

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

Select Board

Alison S. Manugian, *Chair*
Joshua A. Degen, *Vice Chair*
John F. Reilly, *Clerk*
John R. Giger, *Member*
Rebecca H. Pine, *Member*

SELECT BOARD MEETING
MONDAY, MARCH 2, 2020
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

- 7:00 P.M. Announcements and Review Agenda for the Public
- 7:05 P.M. Public Comment Period
- I. 7:10 P.M. Town Manager's Report
1. Select Board's Agenda Schedule
 2. Update from Town Manager on Pepperell Land Fill Issue
 3. Response from Board of Health on Request to Join Central Massachusetts Mosquito Control Project
 4. Approve One Day Beer and Wine License for the Groton Neighbors for their Annual Pot Luck Dinner for Members on Friday, May 1, 2020 from 5:00 P.M. to 7:00 P.M. at the Groton Center
 5. Review First Draft of 2020 Spring Town Meeting Warrant
 6. Update on Select Board Schedule through the 2020 Spring Town Meeting
 7. FY 2021 Budget Update

OTHER BUSINESS

ON-GOING ISSUES – For Review and Informational Purposes

- A. Prescott School Sprinkler System Project
- B. Water Department – Manganese Issue
- C. MS4 Permit
- D. Polystyrene Containers
- E. Green Communities Application and Implementation
- F. Florence Roche Elementary School Feasibility Study
- G. Highway Garage Renovations
- H. Pepperell Landfill

SELECT BOARD LIAISON REPORTS

- II. Minutes: Regularly Scheduled Meeting of February 24, 2020
- III. 7:45 P.M. Executive Session – In Joint Session with the Affordable Housing Trust - Pursuant to M.G.L. c. 30A, §21(a)(3) – “To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.” – Purpose – Boynton Meadows

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 Report*

Date: *March 2, 2020*

1. In addition to the Town Manager's Report and an update on the on-going issues list, there is one item scheduled on Monday's Agenda. The Select Board will be meeting in joint session with the Affordable Housing Trust in Executive Session at the end of the meeting to review the Boynton Meadows matter. We will be sending to the Board, under separate cover, materials to assist with this discussion.
2. At our last meeting, the Board requested that I reach out to the Town of Pepperell for an update on the Landfill Issue. As requested, I contacted Pepperell Town Administrator Andrew MacLean and requested the update. The following is the email I received from Mr. MacLean:

*"Mark,
Thanks for checking in on this. For a deep dive, follow this link where we share all the public documents on the topic. <https://town.pepperell.ma.us/566/4080/Soil-Reclamation-Proposal>. Here is the quick update: January 2019 ZBA overturned the Building Inspector decision that the use was not allowed as it constituted a Commercial Dumping Ground. The Town and a local citizens group appealed to Land Court. The lawsuits were joined in court. It has been nearly a year and we are just finalizing the discovery processes for all the parties involved. Once completed, the parties will request a trial or a summary judgement. We anticipate this going to trial. In the meantime, there is no related activity occurring on the site and we continue to encourage alternative uses that the Town would approve of (housing, etc.). Thank you, Andrew"*

Please let me know if I can provide any additional information or if there is any additional action you would like me to take.

3. As requested, I have reached out to the Board of Health and requested an explanation as to why they are pursuing joining the Central Massachusetts Mosquito Control Project at the 2020 Spring Town Meeting. As of the writing of this report, I have not received a response from them. I will provide the Board with their response under separate cover once received. That said, as I stated at last week's meeting, I am opposed to joining the Project at this time. This will put our proposed budget out of balance by \$90,000 in FY 2021 and require a three-year commitment of over \$270,000. While I understand the public health related need for joining this Project, the Town Meeting has taken two votes in the last several years opposing joining the Project. Financially, this is not the time to join. I would respectfully request that the Select Board petition the Board of Health and request that they withdraw the Article from consideration at this time. We can discuss this in more detail at Monday's meeting.

**Select Board
Weekly Report
March 2, 2020
page two**

4. I would respectfully request that the Board approve the request from the Groton Neighbors for a One Day Beer and Wine License for their Annual Pot Luck Dinner for Members on Friday, May 1, 2020 from 5:00 P.M. to 7:00 P.M. at the Groton Center.
5. Enclosed with this report is the First Draft of the 2020 Spring Town Meeting Warrant. I would like to take some time at Monday's meeting to review the various articles.
6. Please see the following update to the Select Board's Meeting Schedule through the 2020 Spring Town Meeting:

Monday, March 2, 2020 -	Already Posted
Monday, March 9, 2020 -	Continue Discussion on Future of CPA Update Town Manager's Review Policy Continue Review of Draft 2020 Town Meeting Warrant FY 21 Budget Update
Monday, March 16, 2020 -	Public Hearing on the 2020 Town Meeting Warrant Articles
Monday, March 23, 2020 -	Follow-up on Town Meeting Warrant Review Draft of Housing Production Plan FY 21 Budget Update
Monday, March 30, 2020 -	No Meeting (Subject to Change)
Monday, April 6, 2020 -	Finalize Town Meeting Warrant for Posting FY 21 Budget Update
Monday, April 13, 2020 -	Town Meeting Preparation Issuance of Annual Fuel Storage Licenses
Monday, April 20, 2020 -	No Meeting – Patriot's Day Holiday
Monday, April 27, 2020 -	2020 Spring Town Meeting
7. As is our practice during budget season, I have set aside time on the Agenda to update the Board on the FY 2021 Budget. I will provide the Board with any necessary update at the meeting.

MWH/rjb
enclosures

Warrant, Summary, and Recommendations

TOWN OF GROTON



2020 SPRING TOWN MEETING

**Groton-Dunstable Middle School Auditorium
344 Main Street, Groton, Massachusetts 01450**

Beginning Monday, April 27, 2020 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

**THE BUDGET HANDOUT FOR ARTICLE 4 IS AVAILABLE
IN THE BACK OF THE WARRANT**



Town Meeting Access for Voters with Disabilities

Parking – Universally accessible parking spaces are available in the parking lot in front of the Groton Dunstable Middle School South. There is a ramp providing access from the parking lot to the front door of the Middle School.

Wheelchair Accessible & Companion Seating – Wheelchair spaces, seating for people with mobility issues and companion seats are available in the center aisle on both sides of the auditorium.

Sign Language – A Sign Language Interpreter will be provided for the hearing impaired, upon request, at least one week prior to the meeting.

Speaking at Town Meeting – There will be volunteers available to bring hand-held microphones to voters who have mobility issues or cannot stand in line and wait at the microphones.

Restrooms – Accessible restrooms are available near the entrance to the auditorium.

Transportation to Town Meeting - The Council on Aging van will be available to Groton residents attending Town Meetings at no charge. All riders will be at the meeting prior to the start. However, the van will depart the school at 10 PM regardless of the status of the meeting. The van is wheelchair accessible. Your reservation can be made by calling the Senior Center at 978-448-1170. Seats will be filled on a first come, first serve basis.

Questions or concerns - If you or a member of your household has questions or would like to request a sign language interpreter, please contact the Select Board's Office at Town Hall at 978 448-1111 at least one week before the Town Meeting.

SPRING TOWN MEETING WARRANT
APRIL 27, 2020

Middlesex, ss.
Commonwealth of Massachusetts
To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the twenty-seventh day of April, 2020 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the nineteenth day of May, 2020 at an adjourned session thereof to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for Two	Select Board	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for One	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton-Dunstable Regional School Committee	2 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for Two	Park Commission	3 Years
Vote for One	Park Commission	2 Years
Vote for Two	Planning Board	3 Years
Vote for One	Planning Board	2 Years
Vote for One	Planning Board	1 Year
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years
Vote for One	Groton Housing Authority	5 Years
Vote for One	Groton Housing Authority	4 Years

ARTICLE LISTINGS

Article 1:	Hear Reports	
Article 2:	Elected Officials Compensation	
Article 3:	Wage and Classification Schedule	
Article 4:	Fiscal Year 2021 Annual Operating Budget	
Article 5:	Appropriate FY 2021 Contribution to the OPEB Trust Fund	
Article 6:	Fiscal Year 2021 Capital Budget	
Article 7:	Police Department Generator	
Article 8:	Environmental Consulting Services	
Article 9:	Create a Stormwater Enterprise Fund	
Article 10:	Special Legislation – Investment of Town's Trust Funds	
Article 11:	Complete Streets Engineering	
Article 12:	Acquire Parcel of Land Abutting Station Avenue	
Article 13:	Pave Connector Between Station Avenue and Broadmeadow Road	
Article 14:	Engineering Funding – Crossing and Parking Behind Prescott School	
Article 15:	Join Central Massachusetts Mosquito Control Project	
Article 16:	Community Preservation Funding Accounts	
Article 17:	Community Preservation Funding Recommendations	
Article 18:	Amend Zoning Bylaw – Bylaw Codification	
Article 19:	Amend Zoning Bylaw – Site Plan Review	
Article 20:	Amend Zoning Bylaw – Attached Accessory Apartments	
Article 21:	Amend Zoning Bylaw – Detached Accessory Apartments	
Article 22:	Amend Chapter 128 - Dogs	
Article 23:	Acceptance of Amelia Way as a Town Way	
Article 24:	Current Year Line Item Transfers	
Article 25:	Appropriate Money to Offset the Snow and Ice Deficit	
Article 26:	Appropriation to Fund Town Forest Expenses	
Article 27:	Transfer Within Center Sewer Enterprise Fund	
Article 28:	Transfer Within Four Corners Sewer Enterprise Fund	
Article 29:	Transfer Within Cable Enterprise Fund	
Article 30:	Prior Year Bills	
Article 31:	Debt Service for Surrenden Farms	
Article 32:	Establishing Limits for the Various Revolving Funds	
Article 33:	Accept Law Increasing Real Estate Tax Exemptions	
Article 34:	Accept Provisions of M.G.L., c. 59, §5	
	Budget Report of the Town Manager and Finance Committee to Town Meeting	
	Appendix A – Fiscal Year 2021 Proposed Operating Budget	
	Appendix B – Fiscal Year 2021 Wage and Classification Schedule	

ARTICLE 1: HEAR REPORTS

To see if the Town will vote to hear and act on the report of the Select Board and other Town Officers and Committees, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *To hear reports of Town Boards, Committees and Commissions and to accept the annual report and other reports that may be presented to Town Meeting.*

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

To see if the Town will vote to allow the following compensation for the following elected officials: Town Clerk - \$91,748; Town Moderator - \$65; for the ensuing year, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *To provide compensation for elected officials as proposed by the Town Manager.*

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2021 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

SELECT BOARD
TOWN MANAGER

Select Board:
Finance Committee:

Summary: *The purpose of this Article is to set the wage and classification schedule for the three (3) employees covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. These employees will receive a two (2) percent cost of living adjustment in Fiscal Year 2021.*

ARTICLE 4: FISCAL YEAR 2021 ANNUAL OPERATING BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money as may be necessary to defray the expenses of the Town for the next fiscal year (2021), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE
SELECT BOARD
TOWN MANAGER**

Select Board:

Finance Committee:

Summary: *In accordance with Section 6 of the Town Charter, the Finance Committee conducts its annual budget process by receiving the Town Manager's proposed balanced budget on or before December 31st; meeting with department heads and boards; holding public budget hearings in preparation for issuing its recommendations to Town Meeting; and presenting its budget recommendations at the Spring Town Meeting. The budget handout for this Article is contained in Appendix A of this Warrant. Please also see the Finance Committee's and Town Manager's Report which includes the Finance Committee's and Select Board's recommendations.*

ARTICLE 5: APPROPRIATE FY 2021 CONTRIBUTION TO THE OPEB TRUST

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20, or to take any other action relative thereto.

**SELECT BOARD
TOWN MANAGER**

Select Board:

Finance Committee:

Summary: *The purpose of this article is to fund the Town's OPEB Liability. The Select Board and Finance Committee have adopted a funding policy for this purpose. One of the funding goals is to commit to an annual appropriation to the Trust that would keep the Net Present Value Liability from growing until such time as the Town can begin to pay down the liability. In Fiscal Year 2021, the anticipated amount necessary for this purpose is estimated to be \$177,094. This Article will seek an appropriation of \$177,094 from Free Cash to add to the OPEB Liability Trust Fund.*

ARTICLE 6: FISCAL YEAR 2021 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the Fiscal Year 2021 Capital Budget, or to take another other action relative thereto.

TOWN MANAGER

Summary: *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2021:*

Item #1 – Ambulance 2 Replacement \$325,000 Fire/EMS

Summary: *The Fire Chief has instituted an equipment replacement program to improve the equipment of the Department. Ambulance 2 is a 2012 ambulance that is due for regular replacement in FY 2021.*

**Select Board:
Finance Committee:**

Item #2 – Pick-Up Truck \$40,000 Highway

Summary: *This is a scheduled replacement. The average life of a pick-up truck is approximately 7 years. Replacing one vehicle every couple of years will allow the fleet to stay in good shape. They are front line pick-ups used for day to day operations as well as snow plowing.*

**Select Board:
Finance Committee:**

Item #3 – Dump Truck \$40,000 Highway

Summary: *At the 2018 Spring Town Meeting, the Meeting authorized the acquisition of a new Dump Truck for the Highway Department by borrowing the necessary funds (\$185,000) through the Commonwealth's State House Notes method and pay off the debt over five years. This will be the third of five payments for the Dump Truck.*

**Select Board:
Finance Committee:**

Item #4 – IT Infrastructure**\$40,000****Town Facilities**

Summary: *This item in the Capital Budget was established nine years ago and has been very successful. In Fiscal Year 2021, the following items will be purchased/upgraded with this allocation: Ten (10) new computers for Town Hall, Five (5) new computers for the Library; Replace aging servers and storage arrays; expand network; upgrade network switches to increase wireless coverage.*

Select Board:

Finance Committee:

Item #5 – Municipal Building Repairs**\$25,000****Town Facilities**

Summary: *This appropriation will be used to continue to maintain all municipal buildings by performing various maintenance activities to prevent major breakdowns in our municipal building infrastructure. Priorities continue to change when it comes to the minor repairs and upgrades in our municipal buildings. With a set line item which is separate from minor capital, the Town can be flexible and change priorities instead of just 'doing it because it is on a list.'*

Select Board:

Finance Committee:

Item #6 – Paint Police Station/Roof Repairs**\$50,000****Town Facilities**

Summary: *The Police Station was painted seven years ago. It is scheduled to be repainted in Fiscal Year 2021. This will help maintain the building and add to its longevity. In addition, the roof of the building will need to be replaced as it is coming up on 25 years since it was first constructed.*

Select Board:

Finance Committee:

Item #7 – Country Club Roof**\$50,000****Town Facilities**

Summary: *This is a needed replacement of the roof on the main building. The Tavern Building's roof was repaired 3 years ago. The back of the main building is in reasonable shape, but the front of the building is need of replacement.*

Select Board:

Finance Committee:

Item #8 – Tractor Trailer Unit**\$40,000****Transfer Station**

Summary: *At the 2018 Spring Town Meeting, the Meeting authorized the acquisition of a new Tractor Trailer Unit for the Transfer Station by borrowing the necessary funds (\$160,000) through the Commonwealth's State House Notes method and pay off the debt over four years. This will be the third of four payments for the Unit.*

Select Board:

Finance Committee:

Item #9 – Reconstruct Library Parking Lot \$45,000 Library

Summary: *The parking lot behind the library has been patched and repaired, but in FY 2021 it will be 22 years old. It is worn, tired, cracking, not draining water properly, and becoming uneven in spots. It will need a full and complete reconstruction.*

Select Board:
Finance Committee:

Item #10 – Property Improvements \$25,000 Park Department

Summary: *The Park Commission has been working over the past several years developing a strategy to address deficiencies in the various Park Department Properties located throughout Groton. By appropriating \$25,000 each year for five years, the Park Commission can develop a capital improvement program that will allow them to keep our various park locations in good shape and avoid a major construction project.*

Select Board:
Finance Committee:

Item #11 – Police Cruiser/Pick-Up Truck \$111,570 Police Department

Summary: *Ordinarily, we purchase two police cruisers each year to maintain our fleet. In July, 2019, one of our older cruisers was totaled in an accident and replaced. This will allow us to purchase one cruiser this year to stay with the program. To address another need, we are seeking funding to purchase a pick-up truck for the Police Department. This piece of equipment will benefit the department in that, as a multi-purpose vehicle with a four wheel drive platform, it can be utilized for snow removal, specialized equipment transport, provide accessibility to remote areas, and it will give us the ability to evacuate people in emergencies. Also can be used to assist Emergency Management with transportation of generators and shelter equipment.*

Select Board:
Finance Committee:

Item #12 – Triplex – Greens Mower \$5,100 Country Club

Summary: *The Country Club owns two triplex mowers. Four years ago, the Town proposed to replace one of the mowers so that the Club would have a backup mower. One cuts the greens and the other is used to cut the tees and collars around the greens. The Town Meeting agreed to finance the mower over five years. This is the final payment for a total cost of \$25,500.*

Select Board:
Finance Committee:

or to take any other action relative thereto.

TOWN MANAGER

ARTICLE 7: POLICE DEPARTMENT GENERATOR

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2020 and thereafter, for the purpose of repairing and upgrading the Generator located at the Groton Police Station, and all costs associated and related thereto, or to take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *The Generator and automatic transfer switch (AWS) panel are original to the construction of the building in 1992. The panel components are obsolete and unavailable. If the components were to fail and it became necessary to use the generator to power the building, the Police Station and Communications center would not be operational for an extended period of time. A manual transfer switch (MTS) will be added in order to connect an external generator to provide power to the building in the event of primary generator failure or is needed for maintenance and repairs.*

ARTICLE 8: ENVIRONMENTAL CONSULTING SERVICES

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2020 and thereafter, for the purpose of retaining environmental consulting services in support of the demolition of the former Squannacook Sportsmen's Club in West Groton, and all costs associated and related thereto, or to take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *The purpose of this Article is to provide funding for environmental consulting services in support of the demolition of the former Squannacook Sportsmen's Club located at 159 West Main Street. Town Meeting had previously authorized the Town to obtain this property to provide additional parking and land for activities for the new Center in West Groton. Prior to taking this property, the Town needs to understand the environmental impact of demolishing the former Sportsmen's Club. This Article will provide the necessary funding to inspect the building and develop a report and recommendations for the building's disposal. Depending on the outcome of the report, the Town will return to a future Town Meeting for the necessary funding to demolish the building and take the property.*

ARTICLE 9: ADOPT M.G.L., C.44, §53 F½ CREATING A STORMWATER ENTERPRISE FUND

To see if the Town will vote to accept the provisions of Chapter 44, Section 53F½ of the Massachusetts General Laws, which would authorize establishment of an Enterprise Fund for the Groton Stormwater Utility, effective in Fiscal Year 2021, by amending Town General Bylaw Chapter 154 – Illicit Discharges to Municipal Separate Storm Drain System as follows:

Add to 154-2 Definitions:

STORMWATER UTILITY – A special assessment district set up to generate funding specifically for stormwater management. Users within the district pay a stormwater fee and the revenue generated directly supports operation, maintenance, and upgrade or expansion of existing storm drain systems; development of drainage studies, plans, flood control measures, and water-quality programs; administrative costs; and construction of capital improvement projects, and purchase of all equipment necessary for the installation, operation and maintenance of the system.

Add to 154-5: Responsibility for administration:

STORMWATER UTILITY: The Department of Public Works, or its designee may, upon Town Meeting approval, adopt a Stormwater Utility pursuant to M.G.L. Chapter 83 Section 16 and Chapter 40 Section 1A. The Department of Public Works, or its designee, shall administer, implement and enforce this Utility. Failure by the Department of Public Works to promulgate such a Stormwater Utility through this Bylaw or a legal declaration of its invalidity by a court shall not act to suspend or invalidate the effect of this Bylaw.

or to take any other action relative thereto.

**TOWN MANAGER
STORMWATER COMMITTEE**

Select Board:

Finance Committee:

Summary: *The Town of Groton is under the jurisdiction of the NPDES MS4 stormwater permit program operated by US Environmental Protection Agency. The permit program requires the Town to proactively manage its storm drainage system and ensure the protection of its waterways from stormwater pollution. Compliance with the requirements of this program is mandatory. The establishment of an enterprise fund would create the most consistent and transparent funding mechanism to achieve compliance with this program to reduce the likelihood of flooding and protect its waterways from stormwater pollution.*

ARTICLE 10: SPECIAL LEGISLATION – INVESTMENT OF TOWN’S TRUST FUNDS

To see if the Town will petition the Senate and House of Representatives of the Commonwealth of Massachusetts to enact special legislation authorizing the Treasurer of the Town of Groton to invest the Town’s Trust Funds and Stabilization Funds, notwithstanding section 54 of chapter 44 of the General Laws or any other general or specific law to the contrary with the Massachusetts Prudent Investor Act, codified in Chapter 203C of the General Laws as follows:

AN ACT AUTHORIZING CERTAIN INVESTMENTS BY THE TREASURER OF THE TOWN OF GROTON.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding any general or special law to the contrary, the treasurer of the town of Groton may invest any trust funds of the town in the custody of the treasurer in accordance with sections 3, 4, 5, 8 and 9 of chapter 203C of the General Laws and in accordance with the town of Groton cash and investment policy. The policy may be amended by the select board of the town of Groton from time to time.

SECTION 2. Section 54 of chapter 44 of the General Laws shall not apply to the town of Groton.

SECTION 3. This act shall take effect upon its passage.

or to take any other action relative thereto.

SELECT BOARD

Select Board:

Finance Committee:

Summary: *MGL Ch. 44, s.54 pertains to the Investment of Trust Funds. All trust funds shall fall under the control of the Treasurer. This article will allow the Treasurer to invest the Town’s Trust Funds and Stabilization Funds with more flexibility than previously allowed, while still conforming to Massachusetts General Law. This flexibility will be limited to provisions contained in the Investment Policy of the Town. The standard of care to be used by the Treasurer shall be the ‘Prudent Person’ standard set forth in MGL Ch. 203C and shall be applied in the context of managing an overall portfolio.*

ARTICLE 11: COMPLETE STREETS ENGINEERING

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2020 and thereafter, for the purpose of hiring an engineer for the design of traffic safety and pedestrian improvements funded by the Commonwealth of Massachusetts "Complete Streets" program, or take any action relative thereto.

COMPLETE STREETS COMMITTEE

Select Board:
Finance Committee:

Summary: *The Complete Streets Committee will be applying for a grant from MassDOT to improve pedestrian safety and accessibility improvements in Town. This article will provide funding for the required engineering design of the projects. The Town must provide the engineering to design and solicit bids in order to obtain the construction funding. It is anticipated that the cost of this engineering will not exceed \$35,000.*

ARTICLE 12: ACQUIRE PARCEL OF LAND ABUTTING STATION AVENUE

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow, pursuant to any applicable statute a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2020 and beyond, for the acquisition by gift, negotiated purchase or eminent domain a parcel of xx.xx acres owned by _____ as shown as a parcel labeled " _____ " on the plan entitled " _____, in Groton, Mass" prepared by Ducharme and Dillis, Inc., dated _____, 2020, for general municipal purposes; and further to authorize the Select Board to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article, or to take any other action relative thereto.

TOWN MANAGER

Select Board:
Finance Committee:

Summary: *The purpose of this article is to acquire a parcel of land that abuts Station Avenue behind the former Light Department Garage that runs along the Nashua River Rail Trail to property already owned by the Town of Groton along the Rail Trail. Should the Town acquire this strip of land, it will be the intention of the Select Board and Town Manager to pave the entire connector (see Article 13) from Station Avenue to Broadmeadow Road.*

ARTICLE 13: PAVE CONNECTOR BETWEEN STATION AVE AND BROADMEADOW RD

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2020 and beyond, to pave the connector Road between Station Avenue and Broadmeadow Road that abuts the Nashua River Rail Trail, and all costs associated and related thereto, or to take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *Should Article 12 pass, this Article will provide the necessary funding to pave the connector Road between Station Avenue and Broadmeadow Road. This will allow for development of the former Light Department garages and connect Station Avenue to Broadmeadow Road, allowing a safe travel way from Station Avenue to the Groton Public Library and Farmers Row (using Broadmeadow Road).*

ARTICLE 14: ENGINEERING FUNDING – PLAN PARKING LOT AT PRESCOTT SCHOOL

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2020 and beyond, to retain an engineer/engineers for the purpose of developing plans and specifications, as well as, necessary local and state approvals to connect the roadway between Station Avenue and Broadmeadow Road that abuts the Nashua River Rail Trail to the back of the Prescott School, with the intention of creating a municipal parking lot behind the Prescott School, and all costs associated and related thereto, or to take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *The purpose of this Article is to appropriate funding to hire an engineering firm to develop plans and specifications, along with receiving local and state approvals, to create a parking lot behind the Prescott School that connects to the roadway that runs along the Nashua River Rail Trail from Station Avenue to Broadmeadow Road. Once the plans and specifications are completed, it will be the intention of the Town to apply for a Grant through the Mass Works Program to pay for the construction of said project.*

ARTICLE 15: JOIN CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project, pursuant to Massachusetts General Laws Chapter 252, Section 5A and other applicable sections of said law, or to take any other action relative thereto.

BOARD OF HEALTH

Select Board:

Finance Committee:

Summary: *The Central Massachusetts Mosquito Control Project (CMMCP) is a mosquito control project established by legislative act, Chapter 583 of the Acts of 1973. It operates under an assessment procedure and provides a year-round program of mosquito control in 39 cities and towns in both Middlesex and Worcester counties. Services offered include larval and adult mosquito surveillance, larval and adult mosquito control, public education, ditch cleaning and maintenance and research/control efficacy. The program is tailored to meet the specific needs of the member cities and towns, and residents can opt out of any part of the program. Spraying is done at residents' request. It is anticipated that the Town will be assessed an annual fee of \$96,000 on our Cherry Sheet for a minimum of three (3) years for a total of \$288,000.*

ARTICLE 16: COMMUNITY PRESERVATION FUNDING ACCOUNTS

To see if the Town will vote to make the following appropriations from the Community Preservation Fund: Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 5,000
Open Space Reserve:	\$ 73,800
Historic Resource Reserve:	\$ 73,800
Community Housing Reserve:	\$ 73,800
Unallocated Reserve:	\$511,600

or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Select Board:

Finance Committee:

Community Preservation Committee:

Summary: *This is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2021. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting. The following chart shows the current balances in each Reserve, and what the balance will be when these funds are transferred into those accounts:*

<u>Funding Account</u>	Balance	
	<u>Current</u>	<u>After FY 2021</u>
	<u>Balance</u>	<u>Appropriation*</u>
Open Space Reserve	\$ 16,464	\$ 90,264
Historic Resource Reserve	\$ 170,704	\$ 244,504
Community Housing Reserve	\$ 536,174	\$ 609,974
Unallcoated Reserve	\$ 75,550	\$ 587,150

*This is the amount of funding available to fund various projects presented in Article 17 and to pay Surrenden Farm Debt Service.

ARTICLE 17: COMMUNITY PRESERVATION FUNDING RECOMMENDATIONS

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2021, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Select Board, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: Lost Lake/Knops Pond Restoration \$95,000

Summary: *The Great Ponds Advisory Committee and the Groton Lakes Association have submitted an application for CPA funds to restore Knops Pond/Lost Lake as the non-native weed Fanwort has reached a tipping point that requires treatment before infestation reduces the surface water quality and substantially reduces the recreational potential of Groton's largest water resource.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal B: Conservation Fund

\$300,000

Summary: *The Conservation Commission is requesting \$300,000 in CPA funds to be added to the Town's Conservation Fund to help preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. The Conservation Fund allows the Town to move quickly in the event a priority parcel becomes available. The Commission's goal is to maintain an amount between \$750,000 and \$1,000,000 in the Conservation Fund. As of February 18, 2020, the Conservation Fund balance is \$101,232.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal C: Portrait Restoration

\$11,400

Summary: *The Groton History Center is requesting \$11,400 to restore framed portraits of individuals who lived in Groton in the late 1700s and early 1800s. They would like to provide their visitors with access to these interesting individuals and their back story to enrich their knowledge of Groton's history. All three portraits were painted by distinguished portrait painters of their time: A. L. Powers and Lyman Emerson Cole, both of whom have portraits hanging in museums.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal D: Library Pocket Doors

\$10,500

Summary: *The Library has a set of solid oak pocket doors in the historic 1893 building that cannot be used because the hanging and sliding hardware is broken. The Board of Library Trustees is requesting \$10,500 to replace the hardware and restore this beautiful feature to functional use.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal E: Hazel Grove

\$9,242

Summary: *The Hazel Grove Agricultural Association has submitted this application for funding to make capital improvements on the viewing tower and storage shed. This funding will allow them to update the viewing tower with new siding, roof, shutters, locking door, flooring and a ladder for second floor access. This building is used as a safety viewing platform, shelter and storage. The storage shed will be updated with a new roof, electrical service and two new windows.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal F: Housing Coordinator

\$51,385

Summary: *The Town established the position of Housing Coordinator in 2009, with the salary being paid out of the Community Preservation Administrative Account. Six years ago, the Community Preservation Committee approved the increase of the position to 25 hours and requested that it become an annual funding item to be approved by Town Meeting, with the funding to come from the Community Housing Reserve. Town Meeting has approved this for the last six years. This will be the seventh year that this position will be funded in this manner.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal G: WWI Cannon Restoration

\$15,000

Summary: *The Celebrations and Commemorations Committee submitted this application to complete the process of restoring the "Cannon de 75 mle 1897", a gift to the Town of Groton from the U.S. Army in 1919 at the dedication of the Lawrence W. Gay Post 55. The Cannon has resided at Legion Common for the last 100 years in honor of Lawrence W. Gay who was killed in action just days prior to the signing of the Armistice ending hostilities of World War I. In recent years the cannon has suffered from the effects of weather, fallen into disrepair and become a safety issue. The Town's portion of the project includes sandblasting, repainting and replacement of the oak spoked wheels.*

Select Board:

Finance Committee:

Community Preservation Committee:

CPC Proposal H: Prescott School – Phase III

\$50,000

Summary: *This project is to fully fund the Prescott Fire Protection CPA grant that was voted by Town Meeting in 2018. Since that vote, information has come forward that the addition of a new fire alarm system installed at the same time as the sprinkler installation would not only be cost effective but would meet updated Fire Codes and allow access of individuals to the second floor of Prescott and also allow children under the age of 18 to be in the building without their parents. Some funds of the 2019 grant have been used for architectural designs for this project and for new fire doors. The additional funds requested in this article would supplement these funds, allow for the addition of the alarm system in the bids, plus address the possible increase in construction costs since the original grant was proposed. The full cost will not be known until the bids are received, prior to Town Meeting, but after publication of this description.*

Select Board:

Finance Committee:

Community Preservation Committee:

COMMUNITY PRESERVATION COMMITTEE

ARTICLE 18: AMEND ZONING BYLAW – BYLAW CODIFICATION

To see if the Town will vote to recodify the Code of the Town of Groton, Chapter 218 Zoning according to the following Table of Contents:

Table of Contents

§ 218-1 General Provisions

§ 218-1.1 Authority and Title

§ 218-1.2 Purposes

§ 218-1.3 Basic Requirements

§218-2 Administration

§ 218-2.1 Enforcement

§ 218-2.2 Building Permits

§ 218-2.3 Special Permits

§ 218-2.4 Board of Appeals

§ 218-2.5 Site Plan Review

§ 218-2.6 Repetitive Petitions

§ 218-2.7 Violations and Penalties

§ 218-2.8 Amendment

§ 218-2.9 Effective Date

§ 218-2.10 Conflict of Laws and Validity

§ 218-2.11 Fees

§ 218-3 Definitions

§ 218-4 Zoning Districts.

§ 218-4.1 Classes of Districts

§ 218-4.2 Intention of Districts

§ 218-4.3 Location of Districts

§ 218-4.4 Boundaries of Districts

§ 218-5 Use Regulations

§ 218-5.1 Basic Requirements

§ 218-5.2 Schedule of Use Regulations

§ 218-5.3 Accessory Uses

§ 218-5.4 Special Use Considerations in Official Open-Space Districts

§ 218-5.5 Special Use Considerations in R-B, VCB, NB, GB and I Districts

§ 218-5.6 Conversion of Seasonal Residences

§ 218-5.7 Nonconformance

§ 218-5.8 Prohibited Uses

§ 218-6 Intensity Regulations

§ 218-6.1 Basic Requirements

§ 218-6.2 Schedule of Intensity Regulations

§ 218-6.3 General Provisions

§ 218-6.4 Hammerhead Lots

§ 218-7 Overlay Districts

§ 218-7.1 Floodplain District Regulations

§ 218-7.2 Water Resource Protection Overlay District

§ 218-7.3 Town Center Overlay District

§ 218-7.4 Recreational Overlay District

- § 218-8 General Regulations
 - § 218-8.1 Off-Street Parking and Loading
 - § 218-8.2 Off-Site Off-Street Parking
 - § 218-8.3 Appearance
- § 218-9 Special Residential Regulations
 - § 218-9.1 Flexible Development
 - § 218-9.2 Major Residential Development
 - § 218-9.3 Multifamily Use
 - § 218-9.4 Accessory Apartments
- § 218-10 Special Regulations
 - § 218-10.1 Personal Wireless Services Facilities
 - § 218-10.2 Wind Energy Conversion Facility
 - § 218-10.3 Large-Scale Ground-Mounted Solar Photovoltaic Facilities
 - § 218-10.4 Marijuana Establishments

or to take any other action relative thereto.

PLANNING BOARD

Select Board:

Finance Committee:

Summary: *The Planning Board is proposing to recodify the existing Zoning Bylaw to make it more user-friendly. The bylaw has been amended over the years, in an additive fashion. The grouping of certain provisions, and the overall organization of the bylaw, is disjointed and difficult to follow. The Planning Board is attempting to reorganize the existing bylaw in a more logical manner that will make it easier to find specific information. The recodification involves regrouping the sections, and then renumbering the sections accordingly. There will be no changes to any of the existing provisions or requirements that are currently in effect. A copy of the proposed Zoning Bylaw recodification is available on the Town of Groton's website at: <https://www.grotonma.gov/>*

ARTICLE 19: AMEND ZONING BYLAW – SITE PLAN REVIEW

To see if the Town will vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows:

1. In Section 218-25, Site Plan Review, by deleting Item (b) of Paragraph C, Threshold of Review, Part (1) Minor site plan review, which reads as follows:
 - (1) Minor.
 - (b) Construction of an addition or any other alteration of up to 1,000 square feet gross floor area to an existing commercial, office, industrial, or institutional use, or structure for such use.

And by inserting in its place the following:

(1) Minor.

- (b) Construction of a new building, an addition, change of use, or any other alteration of up to 1,000 square feet gross floor area to an existing commercial, office, industrial, or institutional use, or structure for such use.

2. In Section 218-25, Site Plan Review, by deleting Items (a) and (b) of Paragraph C, Threshold of Review, Part (2) Major site plan review, which read as follows:

(2) Major.

- (a) Construction, enlargement or alteration of a parking area resulting in six or more new parking spaces.
- (b) Construction of a new building or an addition or any other alteration that exceeds 1,000 square feet of aggregate gross floor area which includes all floors of all buildings on the premises, to an existing commercial, office, industrial, or institutional use or structure.

And by inserting in their place the following:

(2) Major

- (a) Construction, enlargement, or change of use resulting in the construction or alteration of a parking area resulting in six or more new parking spaces.
- (b) Construction of a new building or an addition, a change in use, or any other alteration that exceeds 1,000 square feet of aggregate gross floor area which includes all floors of all buildings on the premises, to an existing commercial, office, industrial, or institutional use or structure.

or to take any other action relative thereto.

PLANNING BOARD

Select Board:

Finance Committee:

Summary: *The purpose of this article is to clarify that the provisions of Site Plan Review apply to a change of use.*

ARTICLE 20: AMEND ZONING BYLAW – ATTACHED ACCESSORY APARTMENT

To see if the Town will vote to amend the Zoning Bylaw by deleting Section 218-9.4 in its entirety and replacing it with the following:

218-9.4 Attached Accessory Apartment

218-9.4.1 Purpose

- a. To provide homeowners of a single-family dwelling larger than required for present needs with a means of sharing space and the burdens of home ownership, companionship, security, and services, thereby enabling them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave.

- b. Develop housing units in single family neighborhoods that are appropriate for households at a variety of stages in their life cycle.
- c. Provide small additional housing units for rent without substantially altering the appearance of the Town
- d. Provide housing units for persons with disabilities.
- e. Protect stability, property values, and the residential character of a neighborhood

218-9.4.2 Attached Accessory Apartment

Use of an accessory apartment, an independent dwelling unit not to exceed eight hundred (800) square feet contained within a single-family house. The unit shall have a separate entrance, a kitchen/living room, a bathroom and a maximum of one bedroom. Either unit shall be occupied by the owner. The gross floor area shall include the interior finished habitable area to be used exclusively for the accessory apartment.

One Accessory apartment shall be allowed by right in the RA and RB Districts providing the following criteria are met:

- a. The accessory apartment shall conform to the provisions of Title V of the State Sanitary Code, 310 CMR 15.00, and applicable regulations of the Groton Board of Health.
- b. Approval from the Fire Department.
- c. Building, plumbing, electrical and any other required permits are obtained.
- d. The accessory apartment is contained within a single-family dwelling. Attached accessory apartments shall not be permitted on lots that contain two or more dwellings.
- e. All staircases required to access an accessory apartment must not change the general appearance of a single-family house.
- f. Space may be provided by either raising the roof, or extending the dwelling, but only in accordance with current height and setback requirements.
- g. To maintain the single-family character of the neighborhood, the entrance to the accessory apartment should be on the side or rear, if possible, but may be through the front door, if there is a vestibule.
- h. The owner of the property must occupy one of the two units, except for temporary absences.
- i. Accessory Apartments are not permitted on lots which have two or more dwellings.
- j. Accessory apartments shall be occupied by no more than 2 persons.
- k. Sufficient and appropriate area for at least one additional parking space shall be provided by the owner to serve the accessory apartment. Said parking space shall be constructed of materials consistent with the existing driveway and, to prevent on-street parking, and shall have vehicular access to the driveway,
- l. The footprint of the structure in which the accessory apartment is to be located shall not be increased by more than 800 square feet and shall retain the appearance of a single-family structure. Any such increase in the footprint shall not exacerbate an existing nonconformity nor create a new nonconformity

- m. The provisions of MGL C. 40A, § 3 shall apply to any accessory apartments intended for occupancy by a person with a disability relative to access ramps used solely for the purpose of facilitation ingress and egress to person with physical limitations as defined in MGL C 22, § 13A.”

or take any action relative thereto

PLANNING BOARD

Select Board:

Finance Committee:

Summary: *The purpose of this zoning amendment is to allow attached apartments by right as an accessory use in a single-family house.*

ARTICLE 21: AMEND ZONING BYLAW – DETACHED ACCESSORY APARTMENT

To see if the Town will vote to amend the Zoning By-Law of the Town of Groton by adding the following Section

218-9.4.3 Detached Accessory Apartment

The Planning Board acting as the Special Permit Granting Authority may issue a Special Permit authorizing the installation and use of a detached-accessory apartment in a detached structure on a lot containing a single-family dwelling provided the following conditions are met:

- a. Conditions a–c, e, h, and j-m of Section 218-9.4.2 are met
- b. A plot plan of the existing dwelling unit and proposed accessory apartment shall be submitted to the Special Permit Granting Authority, showing the location of the building on the lot, the proposed accessory apartment, location of any septic system and required parking
- c. The detached accessory apartment shall be a complete, separate housekeeping unit containing a kitchen/living room, a bathroom and a maximum of one bedroom. Detached accessory apartments shall not be permitted on lots that contain two or more dwellings.
- d. Detached accessory apartments shall be occupied by no more than 2 persons.
- e. Off-street parking spaces shall meet the requirements of Section 218- 8.1 of these bylaws.
- f. Any new construction shall be in accordance with current height and setback requirements for the district in which it is located.
- g. No special permit shall be granted without a condition that the accessory apartment shall conform to the provisions of Title V of the State Sanitary Code, 310 CMR 15.00, and applicable regulations of the Groton Board of Health.
- h. Any property that has been granted a Special Permit for a detached accessory apartment shall not be further divided unless all zoning requirements can be met for the district in which it is located.

- i. Prior to approval of a Special Permit for a detached accessory apartment the Board shall make the following findings:
 1. The detached accessory apartment will not impair the integrity or character of the neighborhood in which it is located.
 2. The detached accessory apartment will provide housing opportunities in conformance with the purpose of this Section.

or take any action relative thereto

PLANNING BOARD

Board of Selectmen:
Finance Committee:

Summary: *The purpose of this zoning amendment is to allow detached apartments by special permit as an accessory use to a single-family house.*

ARTICLE 22: AMEND CHAPTER 128 - DOGS

To see if Town will vote to amend the Code of the Town of Groton by deleting Chapter 128, "Dogs" in its entirety and replacing it with a new Chapter 128, "Dogs", to read as follows:

Place holder at the request of the Town Clerk and Town Counsel – Town Counsel is drafting the Article and will have it within a week's time.

Select Board:
Finance Committee:

Summary:

ARTICLE 23: ACCEPTANCE OF AMELIA WAY AS A TOWN WAY

To see if the Town will vote to accept Amelia Way as a public way, as recommended by the Planning Board and laid out by the Select Board and as shown on a plan entitled "Amelia Way Street Acceptance Plan in Groton, Massachusetts," prepared by Hannigan Engineering, Inc., Leominster, MA for Grand Coast Capital Group, Hingham, Massachusetts, dated January 16, 2018, and on file with the Town Clerk; to authorize the Select Board to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *To accept Amelia Way as a public way.*

ARTICLES 24 THROUGH 34 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER ARTICLE 34.

ARTICLE 24: CURRENT YEAR LINE ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2020 budget, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *To transfer money within the Fiscal Year 2020 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

ARTICLE 25: APPROPRIATE MONEY TO OFFSET SNOW AND ICE DEFICIT

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2020 Snow and Ice Budget, as approved under Article 4 of the 2019 Spring Town Meeting, or to take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *This article will allow the Town to fund any deficit in the Snow and Ice Account in Fiscal Year 2020.*

ARTICLE 26: APPROPRIATION TO FUND TOWN FOREST EXPENSES

To see if the Town will vote to appropriate a sum or sums of money from Receipts Reserved for the Town Forest to Town Forest Expenses, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen:

Finance Committee:

Summary: *The Town Forest Committee anticipates certain operational expenses to occur over the next several years and this appropriation allows a small amount of funds to be readily available for those expenses. The funds will remain in a special account and be used only for Town Forest operational expenditures.*

ARTICLE 27: TRANSFER WITHIN CENTER SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2020 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Select Board:

Finance Committee:

Sewer Commission:

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2020 Center Sewer Budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

ARTICLE 28: TRANSFER WITHIN FOUR CORNERS SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2020 Four Corners Sewer Enterprise Department budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Select Board:
Finance Committee:
Sewer Commission:

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2020 Four Corners Sewer Budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

ARTICLE 29: TRANSFER WITHIN CABLE ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Cable Enterprise Fund Surplus to the Fiscal Year 2020 Cable Enterprise Department budget, or to take any other action relative thereto.

CABLE ADVISORY COMMITTEE

Select Board:
Finance Committee:
Cable Advisory Committee:

Summary: *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2020 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

ARTICLE 30: PRIOR YEAR BILLS

To see if the Town will vote to transfer from available funds a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

SELECT BOARD

Select Board:
Finance Committee:

Summary: *Town Meeting approval is required to pay bills from a prior fiscal year. A list of unpaid bills will be provided at Town Meeting.*

ARTICLE 31: DEBT SERVICE FOR SURRENDEN FARMS

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2021 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Select Board:

Finance Committee:

Community Preservation Committee:

Summary: *This article appropriates the debt payments for the Surrenden Farm Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2020 is \$481,660. To fund this, \$70,000 would be paid from the Open Space Reserve and \$411,660 would be paid from the Unallocated Reserve.*

ARTICLE 32: ESTABLISHING LIMITS FOR THE VARIOUS REVOLVING FUNDS

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to amend the Revolving Fund Bylaw to add or delete any revolving account and/or to set the FY 2021 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2021 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$50,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Boat Excise Tax Fund	\$ 5,000
Transfer Station Glass	\$10,000
Senior Center Fitness Equipment	\$10,000

or take any other action relative thereto.

TOWN MANAGER

Select Board:

Finance Committee:

Summary: *This Article sets the limit of annual spending for the various revolving funds authorized by previous Town Meeting vote and currently set forth in the Town's Bylaw for said purpose.*

ARTICLE 33: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTIONS

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 22F, 22G, 37, 37A, 41, 41B, 41C, 41C½, 42, 43, 56 or 57 of G.L. c. 59, §5, or to take any other action relative thereto.

BOARD OF ASSESSORS

Select Board:

Finance Committee:

Summary: *This article is geared toward 70+ seniors, surviving spouses (widows/widowers), legally blind persons and veterans with service-connected disabilities. It would increase the exemption under state statute up to 100% of the exemption. These state exemption programs all have different eligibility requirements (inquire within the Assessor's office for specific eligibility requirements) in order to receive the specific exemption and are designed to help the neediest within our community to continue to remain in their homes by helping to relieve some of the property tax burden.*

ARTICLE 34: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, §5, last paragraph/sub-clause of clause 23 which, for clauses 22, 22A, 22B, 22C, 22D, 22E and 22F of section 5, allows the Town to reduce from five consecutive years to one year the residency requirement for, making certain veterans and their surviving spouses or parents, to be eligible for the property tax exemptions of said clauses 22 through 22F under Massachusetts General Laws, or to take any other action relative thereto.

BOARD OF ASSESSORS

Select Board:

Finance Committee:

Summary: *The Town of Groton has adopted the provisions of MGL Chapter 59, Section 5 Clause 22 for a Veteran domiciled in Massachusetts for 6 consecutive months before entering the service or domiciled in Massachusetts for not less than 5 years prior to filing for his/her exemption. By local option, the residency requirement can be reduced to 1 year by a vote of Town Meeting.*

Moderator's Consent Agenda to Save Time at Town Meeting

To save time at Town Meeting, the Moderator will use a procedure known as a consent agenda. It is the bundling of non-controversial articles into a single motion to be voted on by Town Meeting. Routinely used in other towns, the consent agenda can save time by not requiring a main motion, a second, an explanation and a vote on every routine article to which there is no objection or question.

What Articles Are Included

The consent agenda will generally consist of regular housekeeping articles unanimously supported by the Select Board and Finance Committee. The warrant identifies which articles are proposed for the consent agenda. If the articles in the consent agenda changes prior to Town Meeting but after the printing of the warrant, voters will be advised at Town Meeting.

How Consent Agendas Work

When the meeting reaches the first article to be included in the consent agenda, the moderator will explain the process. The moderator will read the title of every article included in the consent agenda. He will pause after each article to allow any voter who has a question on the article to loudly state, "hold."

The held article will be set aside for individual consideration apart from the consent agenda. The voter who holds an article will be asked to identify him- or herself and be prepared to speak to the article later in the meeting.

After the meeting agrees on which articles to include in the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every article included in the consent agenda will either pass or fail depending on the majority vote.

The articles held from the consent agenda will then be taken up individually in the order in which they appear in the warrant.

What Voters Need to Do

Town Meeting voters should review in advance the articles in the consent agenda and be ready to state which article(s) they wish to hold for individual consideration

Any voter with questions about Town Meeting procedure may call Town Moderator Jason Kauppi at (978) 391-4506 or email him at moderator@townofgroton.org.

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 6th Day of April in the year of our Lord Two Thousand Twenty.

Alison S. Manugian

Alison S. Manugian, Chair

Joshua A. Degen

Joshua A. Degen, Vice Chair

John F. Reilly

John F. Reilly, Clerk

John R. Giger

John R. Giger, Member

Rebecca H. Pine

Rebecca H. Pine, Member

OFFICERS RETURN

Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

Constable

Date Duly Posted

**SELECT BOARD MEETING MINUTES
MONDAY, FEBRUARY 24, 2020
UN-APPROVED**

SB Members Present: Alison S. Manugian, Chair; John F. Reilly, Clerk; John R. Giger, Member; Rebecca H. Pine, Member
Member Absent: Joshua A. Degen, Vice Chair
Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant

Ms. Manugian called the meeting to order at 7:00pm and reviewed the agenda.

ANNOUNCEMENTS

Mr. Haddad read an announcement from the Town Clerk on early voting and the Presidential primary on March 3rd.

Mr. Haddad said that a recent study showed that Groton was the 13th safest city in Massachusetts and thanked the public safety officials for the job they do keeping Groton safe.

PUBLIC COMMENT PERIOD

Ms. Gavazzi provided a statement regarding the Old Burying Ground, its history, her accomplishments during her tenure on the Commission and the nomination process to fill a vacancy.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that he had recently internally posted the position of Building Commissioner-In-Training. He said that Bob Garside was the only applicant for the position. Mr. Haddad said that Mr. Garside had worked for the Town as the Project Manager, Clerk of the Works and Owners Project Manager for the Center Fire Station, Senior Center, DPW Facility and Library Roof projects. He said he had recently been certified as a Massachusetts Building Inspector. Mr. Haddad said that he set up an interview panel made up of himself, Select Board Member Degen, Takashi Tada, Melisa Doig and Dawn Dunbar adding they interviewed Mr. Garside and were very comfortable with his responses to questions and commitment to the job. He said that Mr. Garside had also successfully completed the background investigation. He said that during the course of the Training Program, Mr. Garside would be taking courses so that he could take the test to become a certified Building Commissioner. Mr. Haddad said that if Mr. Garside became certified and successfully completed the training program, it would be his intention to appoint him as the Building Commissioner when Ed Cataldo retires in September, 2020. Mr. Haddad said that he was appointing Robert Garside as the Building Commissioner-In-Training, effective March 2, 2020 through September 8, 2020 at a six-month salary of \$40,000. Pursuant to the Groton Charter and respectfully requested that the Select Board ratify this appointment. Mr. Haddad said he was very excited to bring Mr. Garside on.

Ms. Manugian asked what the difference between a commissioner and an inspector was. Mr. Haddad said that only a commissioner could issue certificates of occupancy.

Mr. Giger moved to ratify the appointment of Robert Garside as the Commissioner in Training. Ms. Pine seconded the motion.

Mr. Reilly said that this was a great fit. He said Mr. Garside was familiar with the Town, building and trades and whole-heartedly endorsed this.

The motion carried unanimously.

7:15PM - PARK COMMISSION VACANCY

Mr. Haddad said that there had been a vacancy on the Commission since December in which one applicant applied. He said that Gail Chalmers met with the Commission as per the Board's policy adding the Commission was here to discuss this.

Mr. Tim Siok called the meeting of the Park Commission to order at 7:15pm. Park Commissioners Don Black and Anna Eliot were also present. Mr. Siok said that they met with Gail Chalmers and voted unanimously to see her appointed. Mr. Haddad added that Ms. Chalmers had already pulled and returned her nomination papers for the May election.

Mr. Giger moved to appoint Gail Chalmers to the Park Commission through the election in May 2020. Mr. Reilly seconded the motion. Roll Call: Giger-aye; Manugian-aye; Reilly-aye; Pine-aye; Black-aye; Siok-aye; Eliot-aye

The Park Commission adjourned at 7:18pm.

TOWN MANAGER'S REPORT – Cont.

2. Mr. Haddad said that the owners of the property and buildings situated at Hill Road and Maple Avenue, owned by the Hayes Family and consisting of 88.33 acres on two parcels, had entered into a purchase and sales agreement with Robert P. Kiley in the amount of \$1,780,000 (there may be adjustments lowering the price to \$1,600,000 depending on development approvals by the Town). Mr. Haddad said that since the two parcels were in Chapter 61A, the Town of Groton had the right of first refusal to purchase the property for the proposed sale price. Mr. Haddad said that he had asked for the opinion of the Planning Board and Conservation Commission as to whether or not the Select Board should exercise the Town's right of first refusal as was their practice. He said that both the Planning Board and Conservation Commission submitted memorandums recommending that the Select Board decline. Mr. Haddad said that the owners of the property would be required to pay roll back taxes for the last five years adding that the Assessors had calculated the amount for the two parcels with the owners owing the Town \$71,683.51. Mr. Haddad said that it was his recommendation that the Select Board vote to decline the right of first refusal on this property.

Ms. Pine asked when the taxes were paid. Attorney Collins said that it would be paid upon closing. There was a discussion about the open space that it abutted and how some of it would remain open space. Ms. Manugian asked about the potential for 24 house lots. Attorney Collins said that 24 houses were planned by the developer. He said that 6 units would be affordable units.

Ms. Pine moved that the Select Board decline their right of first refusal to purchase the property known as the Hayes property on Maple Ave and Pepperell Road, specifically parcels 104-20 and 212-13. Mr. Giger seconded the motion. The motion carried unanimously.

3. Mr. Haddad said that the Town, as part of becoming a certified Green Community, needed to complete a grant application to spend the initial grant award of \$138,830. Mr. Haddad said that he had established a working group comprised of himself, Select Board Member Pine, Takashi Tada, Dawn Dunbar, Quintin Shea and Karen Chapman to look at potential projects. He said that they had also had a lengthy conversation with Kelly Brown from the State to help with this process. Mr. Haddad said that the group was recommending the following projects be part of their application:

<i>Town Hall - LED Lighting Upgrade</i>	<i>\$</i>	<i>21,344</i>
<i>Town Hall - Insulating and Weatherstripping</i>	<i>\$</i>	<i>32,055</i>
<i>Center Fire Station - HE Commercial Kitchen Range</i>	<i>\$</i>	<i>2,304</i>
<i>Center Fire Station - Kitchen Hood Timer</i>	<i>\$</i>	<i>17,700</i>
<i>Center Fire Station - Retro commissioning</i>	<i>\$</i>	<i>25,000</i>
<i>Country Club - LED Lighting Upgrade</i>	<i>\$</i>	<i>19,902</i>
<i>Library - Insulation and Weatherstripping</i>	<i>\$</i>	<i>13,593</i>
<i>Police Station - EC Motors on Circulation Pumps</i>	<i>\$</i>	<i>5,074</i>
<i>Total</i>	<i>\$</i>	<i>136,972</i>

He said that they choose projects that would have a quick return on investment adding that a payback to focus on was between 8-10 years. Mr. Haddad reviewed the items on the above list. Mr. Reilly said that even though some items would not lead to a quick return, it would allow them to do other projects on the list. Mr. Haddad said that was correct. Ms. Pine said it was great to have Quintin Shea in on the meeting adding that a couple of these projects had

been on his list to do. She said he was quite familiar with their energy use and where areas of improvement were. Mr. Haddad said they would follow-up with Ms. Chapman and let her know that the Board conferred with this project list.

4. Mr. Haddad asked the Board to ratify his appointment of Gail Chalmers to the Commemorations and Celebrations Committee. Mr. Haddad said that Don Black as Chair of the Committee brought her appointment forward.

Mr. Haddad said that with all due respect to Ms. Gavazzi and her statement on the Old Burying Ground Commission vacancy, he was bringing Gail Chalmers forward to the Old Burying Ground Commission adding there had been a vacancy on the Committee for some time with not a lot of interest. Mr. Black said that lack of availability was an issue and thought Gail Chalmers would be a great addition adding it was the reason he requested that she be appointed. Mr. Haddad said that the Old Burying Ground was not scheduled to meet until May. Ms. Manugian said that they had the right to waiver from their policy. Ms. Pine said that the situation was uncomfortable adding she was not in favor of not following their policy. Mr. Giger said that he thought they ought to move on this adding that volunteers were hard to find. He said that they had a member of the community who was willing to fill a longer-term vacancy.

Ms. Manugian said she would accept a motion to ratify the nomination of the Town Manager of Gail Chalmers to the Commemorations and Celebrations Committee. Ms. Pine made the motion. Mr. Giger seconded the motion. The motion carried unanimously.

Mr. Giger made a motion to waive their policy on appointments of this type and ratify the Town Manager's nomination of Gail Chalmers as a member of the Old Burying Ground Commission. Ms. Manugian seconded the motion.

Ms. Pine said that she agreed about the volunteer statement Mr. Giger had made but added that they also had a volunteer who had expressed some concern about this process. She said that they should send back a message to the Commission to meet and interview the candidate. Mr. Reilly said that Eleanor Gavazzi had done excellent work at the Old Burying Ground and had been doing it on her own for a long time. Mr. Black said that he was appointed in September and had established a meeting schedule of the first Tuesday of each month adding that the discussion about not meeting until May had never been discussed. He said that meeting during the winter months was important for planning purposes. Mr. Reilly said he was in favor of moving forward with this appointment to get Ms. Gavazzi the help she may need.

The motion carried 3-1 with Ms. Pine against.

5. Mr. Haddad said that he provided the Board with a PowerPoint presentation and FAQ the Earth Removal Stormwater Advisory Committee (ERSWAC) discussed at their recent public hearings on the MS4 permit. Mr. Edward Perkins said that he was the Chair of the ERSWC and called them to order at 7:50pm. Mr. Tom Delaney said that they came up with a couple of different scenarios and thought an enterprise fund was the way in which they should recommend going. He said that they had 2 budget options for funding and complying with the MS4 mandates adding they didn't need the Cadillac version. Ms. Dufresne said that the DOR research was showing that this was not something they could add to the tax bill. Mr. Delaney said that they would have to send out separate bills like water bills as an example. He said that they were looking at about \$7-8 per quarter to help them be in compliance with the EPA mandate. He said that this would allow them to complete the work in house adding it did not mean they would need to add employees. He said that their labor was paid for adding the cost would cover the disposal expenses and capital expenses.

Mr. Haddad said that it was his understanding that open space would not incur the charge. Mr. Delaney said that they would not unless there was a structure with a roof. Mr. Delaney said that if a condo unit had multiple units, they would each get a bill. He said that each parcel would also get an invoice. Ms. Collette said that the Town Meeting article to be discussed at the Spring Town Meeting would give them authorization to do this adding that

regulations, billing, etc. would follow at a subsequent Town Meeting. Mr. Giger said that they were using roofs and driveways as examples but if a lot had a slab, because it was impervious would it incur a charge. Mr. Delaney said that that it would incur a charge. Mr. Giger said he felt pretty strongly that he would like to see one employee added to in house services for this purpose. He said that they had a hard-working force now adding there were also other demands of those workers. Mr. Delaney said that there was nothing that prohibited them from revisiting this adding the Board could set the fees on a year to year basis. Ms. Collette said that there were 4,900 parcels adding that of that, 4,564 parcels would be incurring the fees. Mr. Delaney said that the estimate of \$7-8 per parcel would fund what they needed to comply. Ms. Pine said it was important early on to say that this was a federal mandate, that MS4 should be explained and asked for the titles on the spreadsheets to be a little bit clearer. Ms. Manugian asked if upkeep for the Vac Truck was included. Mr. Delaney said that it might be in the capital reserve line. Ms. Manugian asked if they needed to own one or could one be shared. Mr. Delaney said that they could rent it out adding the truck would run a lot and get a lot of use adding it could be better for them to own it.

Ms. Manugian said she appreciated the detail and work that had gone into this. Mr. Giger asked them to look at what it would cost to add someone to the department for this reason.

6. Mr. Haddad said he updated the 3-month meeting schedule. Ms. Pine suggested having the executive session on Boynton Meadows next week after their regular meeting and suggested having it at 8:00pm. Mr. Giger asked for an outline to be done with clear guidelines for the discussion. He said that they needed to forge ahead and put this behind them.
7. Mr. Haddad said that upon discussion with the Chair, he was leaving March 30th as a no meeting date.
8. Mr. Haddad said that a warrant article had been brought forward by the Board of Health to join Central Mass Mosquito Protection. He said that it was a 3-year expense that would lose them \$90K per year for 3 years in state aid. Mr. Haddad said that this would throw a monkey wrench into the balanced budget. Mr. Haddad said that he spoke with Town Counsel about this earlier that day. He said that previous Town Counsel and tradition had been to leave this on the warrant as submitted. Mr. Haddad said that current Counsel interpreted the Charter language differently and didn't think they needed to add it to the warrant. He said he was going to ask the Board to go to the Board of Health and ask them to withdraw their article as was their tradition. Mr. Haddad said that the timing could not be worse looking at the budget forecasts adding he also understood the public health need. Ms. Manugian asked if they could get something in writing from the Board of Health and also asked if Mr. Haddad could reach out to LA and Groton School about whether or not they would be interested in contributing. Mr. Giger said that budget surprises were unwelcomed. Ms. Pine said that mosquito control was controversial.
9. Mr. Haddad said that the Finance Committee was meeting at 7pm the next night to discuss the budget.

Ms. Gilbert said that the GDRSD proposed budget was using \$173K of E&D to cover their budget needs adding that a School Committee member had asked for a list of cuts equal to that amount so that they could look at not using E&D. She said that Dunstable was looking at a \$900K deficit of which \$600K was a deficit in school funding. She said that Dunstable would be bringing an override vote to the voters in Dunstable for both a school and municipal budget override.

ON-GOING ISSUES

B: Mr. Haddad said that he signed the DEP consent order for manganese treatment last week.

LIAISON REPORTS

Mr. Giger said he attended the Sewer Commission last week adding they were working on their fee schedule. He said that they were also in the process of talking with Pepperell which that had potential for legal involvement for an improvement to their facility and cost share.

MINUTES

Ms. Manugian said that she would accept a motion to approve the current amended minutes. Ms. Pine made the motion. Mr. Reilly seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:44pm.

Approved: _____
John Reilly, Clerk

_____ respectfully submitted:
Dawn Dunbar, Executive Assistant

Date Approved: