

# Select Board Meeting Packet

March 14, 2022

*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 OF GROTON

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

## Select Board

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

**Town Manager**  
Mark W. Haddad

**SELECT BOARD MEETING  
MONDAY, MARCH 14, 2022  
AGENDA  
SELECT BOARD MEETING ROOM  
2<sup>nd</sup> FLOOR  
GROTON TOWN HALL**

- 7:00 P.M.      Announcements and Review Agenda for the Public
- 7:05 P.M.      Public Comment Period
- I.      7:06 P.M.      Town Manager's Report
1. Town Manager's Explanation of Agenda Items
  2. Consider Ratifying Agreement with AFSCME, Council 93
  3. Update on Fiscal Year 2023 Proposed Operating Budget
  4. Update on Select Board Meeting Schedule Through Spring Town Meeting
- II.      7:10 P.M.      Items for Select Board Consideration and Action
1. Consider Appointing Krzysztof Jezak as an Associate Member of the Zoning Board of Appeals
  2. Review and Approve Comment Letter to Mass Housing on Heritage Landing Development
  3. Vote to Approve the Wording of the Non-Binding Ballot Question on the Town Seal for the Annual Election Ballot
- III.      7:15 P.M.      In Joint Session with the Finance Committee – Public Hearing on the Warrant for the 2022 Spring Town Meeting

### OTHER BUSINESS

**ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed**

- A. Water Department – Manganese Issue
- B. PFAS Issue
- C. Green Communities Application and Implementation
- D. Florence Roche Elementary School Construction Project
- E. Bystander Training (Feb. 8<sup>th</sup>, Feb. 24<sup>th</sup> & March 16<sup>th</sup>)
- F. ARPA Funding

### SELECT BOARD LIAISON REPORTS

- IV.      Minutes:      Regularly Scheduled Meeting of March 7, 2022

### 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:** *March 14, 2022*

### TOWN MANAGER'S REPORT

1. In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues, there is item scheduled on Monday's Agenda. The Select Board will be meeting in joint session with the Finance Committee to conduct the public hearing on the 2022 Spring Town Meeting Warrant. Enclosed with this report is the latest draft of the Warrant that has been amended to reflect Town Counsel's edits. I have also attached a list of proposed line-item transfers for your review during the Public Hearing.
2. I am pleased to report that we have reached a Tentative Agreements with AFSCME, Council 93 – Town Supervisors Union. Enclosed with this report is the Tentative Agreement. I would respectfully request that the Board consider ratifying this Agreement at Monday's meeting.
3. With regard to the FY 2023 Proposed Operating Budget, the Groton Dunstable Regional School District Committee approved their Proposed FY 2023 Budget. The following is their proposed Assessment for FY 2023:

Operating:	\$24,319,318
Capital:	\$ 577,026
Debt:	<u>\$ 482,904</u>
Total:	\$25,379,248

Based on this, I have revised the Town Manager's Proposed Operating Budget to reflect this assessment. I have made the following adjustments:

- a. Restored the New Dispatcher Position
- b. Restored the Part-Time Council on Aging Administrative Assistant
- c. Updated various Salary and Wage Line Items to reflect Ratified Collective Bargaining Agreements, including an additional appropriation from Free Cash of \$118,044 to reflect one time Cash Payments in the various Agreements
- d. Reduced the Amount of ARPA Funds used to offset the Highway Department Budget from \$74,288 to \$19,588
- e. Reduced Proposed OPEB Funding from \$187,553 to \$181,000 (reduced Free Cash by the same amount) to reflect elimination of Proposed New Firefighter

**Continued on next page – Over>**

**Select Board  
Weekly Agenda Update/Report  
March 14, 2022  
page two**

**3. Continued:**

Attached to this report are three documents to help you review the budget:

- a. Revised Operating Budget to reflect changes
- b. Revised Levy Limit Calculation
- c. Spreadsheet showing which line items were adjusted

I look forward to reviewing this in more detail with the Select Board and Finance Committee at Monday's meeting.

**4. Please see the update to the Select Board's Meeting Schedule through the Spring Town Meeting:**

Monday, March 21, 2022  
Monday, March 28, 2022

No Meeting  
-Consider Appointments for the Town's Representative and Alternate Representative to the Nashoba Tech School Committee  
-Meet with Water Superintendent, School Superintendent and Board of Health on PFAS issue at High School  
Regularly Scheduled Meeting  
-Finalize Warrant for 2022 Spring Town Meeting  
No Meeting (Holiday)  
2022 Spring Town Meeting

Monday, April 4, 2022  
Monday, April 11, 2022  
Monday, April 18, 2022  
Saturday, April 30, 2022

**ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION**

1. The Zoning Board of Appeals has requested that the Select Board appoint Krzysztof Jezak as an Associate Member of the Zoning Board of Appeals. I would respectfully request that the Board consider making this appointment.
2. Enclosed with this report is the revised comment letter, including attachments, to Mass Housing on the proposed 40B Project by Heritage Landing Development. I would respectfully request that the Board review and approve the letter at Monday's meeting.
3. At last week's meeting, the Board voted to remove the Town Seal Modification Article from the Town Meeting Warrant and add a Non-Binding Referendum to the Annual Town Election Ballot. The following is the wording I drafted as approved by Town Counsel:

**NON-BINDING REFERENDUM** – Should the Seal of the Town of Groton be modified by removing the words "Holy Bible" from the image of the book in the center of the Seal, leaving the image of the book blank?

I would respectfully request that the Board approve this wording at Monday's meeting.

MWH/rjb  
enclosures

Revised: March 10, 2022

## **Warrant, Summary, and Recommendations**

# **TOWN OF GROTON**



## **2022 SPRING TOWN MEETING**

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

**Beginning Saturday, April 30, 2022 @ 9:00 AM**

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**

**THE BUDGET HANDOUT FOR ARTICLE 5 IS AVAILABLE  
IN THE BACK OF THE WARRANT**

## **Introduction to Groton Town Meeting**

Voters are familiar with casting ballots in local and state elections, but they have another important civic duty in towns, the Town Meeting.

### **What is Town Meeting?**

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year.

### **What is a warrant?**

The warrant is the official notice to voters that a Town Meeting is scheduled. The warrant includes the date, time, location and a description of each subject to be acted on at Town Meeting. In Groton, the warrant must be posted in two public places and mailed to each household 14 days in advance of Town Meeting. "The warrant must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town."<sup>1</sup> "Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article."<sup>2</sup>

### **How does Town Meeting proceed?**

Voters attending Town Meeting must first check in with the clerks and receive a voting card which is required to vote. The meeting typically acts on the articles in the order they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the moderator on the floor for debate. Permission of the moderator is required to speak. The moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the moderator will call for a vote by a show of voter cards. If the vote is too close to call by sight or if seven voters immediately question the moderator's declaration of the vote, the moderator will order a hand count to confirm the vote.

### **Who can attend?**

Town Meeting is open to the public. Only Groton voters are entitled to attend, speak and vote. Non-voters may be required to sit in a separate section. Non-voters may ask the moderator to speak on the topic of the debate.

### **How long is town meeting?**

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

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<sup>1</sup> *Town Meeting Time: A Handbook of Parliamentary Law* (page 12) Johnson, Trustman and Wadsworth, Third Edition, 2001.

<sup>2</sup> *Id.*

## **Explanation of a Consent Agenda**

A consent agenda is a procedure to group of multiple main motions into a single motion for voting. A consent agenda saves time by eliminating the reading of multiple motions and explanations when there are no objections or questions. In Groton, a consent agenda generally consists of articles unanimously supported by the Select Board and Finance Committee. Articles that change by-laws or introduce new spending are typically not included. In this warrant, the Select Board has grouped articles in consent agendas and labeled them for easy reference.

## **How Consent Agendas Work**

As the first step to act on a consent agenda, the moderator will read the titles of the included articles. A voter who wishes to remove an article from the consent agenda for separate debate and vote should state "hold." The held article will be set aside and acted on after the vote on the consent agenda. After the meeting agrees on the contents of the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every motion included in the consent agenda will either pass or fail as a group. Voters should read the warrant and review the proposed consent agendas to identify articles they wish to remove for separate consideration.



## **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. 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 30, 2022**

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 Saturday, the thirtieth day of April, 2022 at Nine O'clock in the morning, to consider all business other than the election of Town Officers and on the twenty-fourth day of May, 2022, between the hours of 7:00 A.M. and 8:00 P.M., at an adjourned session thereof at the following locations:

Precinct 1      The Groton Center  
163 West Main Street

Precincts 2 & 3   Middle School North Gymnasium  
346 Main Street

to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for One	Board of Health	1 Year
Vote for Two	Select Board	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for Two	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for Two	Park Commission	3 Years
Vote for One	Park Commission	1 Year
Vote for Two	Planning Board	3 Years
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

**QUESTION 1:**

Shall an Act passed by the General Court in the Year 2022, entitled "An Act Relative to the Charter and the Town Clerk in the Town of Groton" be accepted?

YES \_\_\_\_\_ NO \_\_\_\_\_

**QUESTION 2:**

**NON-BINDING REFERENDUM** – Should the Seal of the Town of Groton be modified by removing the words "Holy Bible" from the image of the book in the center of the Seal, leaving the image of the book blank?

YES \_\_\_\_\_ NO \_\_\_\_\_

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\*Will be presented as one Consent Motion

\*\*The Budget will be presented as one Motion

\*\*\*The CPA Articles will be presented as one Motion

\*\*\*\*Annual Consent Agenda. To be presented as one Motion

**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.*

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**ARTICLE 2: ELECTED OFFICIALS' COMPENSATION**

To see if the Town will vote to set the compensation for the elected officials of the Town 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. The Town Clerk is proposed to receive a salary of \$95,417 in FY 2023 and the Moderator is proposed to receive a salary of \$65 in FY 2023.*

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**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2023 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 (Executive Assistant to the Town Manager, Human Resources Director and IT Director) 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 2.5% cost-of-living adjustment in Fiscal Year 2023.*

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**ARTICLE 4: APPROPRIATE FY 2023 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 2023, the anticipated amount necessary for this purpose is estimated to be \$187,553. This Article will seek an appropriation of \$187,553 from Free Cash to add to the OPEB Liability Trust Fund.*

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**ARTICLE 5: FISCAL YEAR 2023 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 (2023), 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 31<sup>st</sup>; 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 6: FISCAL YEAR 2023 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 2023 Capital Budget, or to take any other action relative thereto.

**TOWN MANAGER**

**Summary:** *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2023:*

**Item #1 – 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. This is a front-line pick-up used for day-to-day operations as well as snow plowing.*

**Select Board:**  
**Finance Committee:**

**Item #2 – Intermediate Truck** **\$75,000** **Highway**

**Summary:** *This size truck was introduced into the Town's fleet to save wear and tear on the dump trucks and pickup trucks by not overloading them. This has worked out very well. They are used almost daily for tasks such as patching and road construction projects right up to plowing roads. They do not have sanders on them, just plows. They take up less room and eliminate the need for a large vehicle which makes it safer for the employees as well as the motoring public. The scheduled replacement vehicle will be 15 years old at the time of replacement.*

**Select Board:**  
**Finance Committee:**

**Item #3A – Dump Truck** **\$22,000** **Highway**

**Summary:** *In Fiscal Year 2018, Town Meeting approved a bond for \$185,000 to purchase a new Dump Truck for the Highway Department, with the intent to pay it back over five years. The appropriation this year is the fifth of five payments for this truck.*

**Select Board:**  
**Finance Committee:**

**Item #3B – Dump Truck****\$40,000****Highway**

**Summary:** *Last year's Annual Town Meeting appropriated \$185,000 to replace one of our older Dump Trucks. The Town borrowed these funds through a State House Note and will pay it off over five years. Fiscal Year 2023 will be the first of five payments.*

**Select Board:**

**Finance Committee:**

**Item #4 – 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 the Town's building infrastructure. Priorities continue to change when it comes to the minor repairs and upgrades in the municipal buildings. A set line item which is separate from minor capital allows for flexibility. Furnaces, a/c units, flooring and painting are some of the small items this capital program handles.*

**Select Board:**

**Finance Committee:**

**Item #5 – IT Infrastructure****\$40,000****Town Facilities**

**Summary:** *This item in the Capital Budget was established six years ago and has been very successful. In Fiscal Year 2023, the following items will be purchased/upgraded with this allocation: 10 replacement computers; Replace aging servers and storage arrays; Investment to expand the network and keep equipment and maintenance costs current; and network switch upgrades and increased wireless coverage.*

**Select Board:**

**Finance Committee:**

**Item #6 – Fork Lift/Mini Loader****\$60,000****Transfer Station**

**Summary:** *This is a vital piece of equipment at the transfer station. It is used to load the two balers located at the facility. In addition, it is used to move the various recyclables around the facility. This piece of equipment is a work horse and this should be considered a scheduled replacement.*

**Select Board:**

**Finance Committee:**

<b>Item #7 – Upgrade Fire Alarm System</b>	<b>\$50,000</b>	<b>Library</b>
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**Summary:** DPW, Fire, and Impact Fire Services conducted a thorough inspection of the library's 20+ year old fire system, with many components 25 years old in 2024. All of it needs upgrading: the main fire panel, 30 smoke detectors, 9 pull stations, 7 duct detectors, various relay modules, 20 audio/visual units, 8 visual only units, plus 32 sprinkler heads, engineering and design. Install new Keltron box and re-establish lost connection to the Groton Fire Dept., saving the library from paying for a monthly monitoring service as well as saving 1-2 minutes of time alerting the Fire Dept. in an emergency.

**Select Board:**  
**Finance Committee:**

<b>Item #8 – Upgrade Building Alarm System</b>	<b>\$15,000</b>	<b>Library</b>
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**Summary:** The burglary alarm system was installed in 1999 and will be 25 years old in 2024. Jasonics owner said some of the Library's security detectors are "ancient" (10.1.21), with several installed too high to be useful. This project includes: replacing the control panel, both entry keypads, all 17 motion detectors, and exit door contacts (if needed). The existing wiring would be reconfigured so that each device is on a separate zone (as opposed to now, with 9 detectors on 1 "top floor" zone.) Newer panic buttons would be tied in. The Library receives numerous false alarms every year and the system needs to be upgraded.

**Select Board:**  
**Finance Committee:**

<b>Item #9 – Envelope Repairs</b>	<b>\$18,000</b>	<b>Library</b>
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**Summary:** This is the last identified need still unaddressed from the 2018 building envelope study on how to keep water from entering the building: Repair/replace sealant around every exterior door and aluminum window (up 3 stories), as well as scrape, prime, caulk, and paint all 20 wood window sashes.

**Select Board:**  
**Finance Committee:**

<b>Item #10 – Replace Emergency Exit Doors</b>	<b>\$19,000</b>	<b>Library</b>
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**Summary:** For years, water puddled outside the west facing children's room emergency exit and water leaked in under the doors. With all new roof and water drainage, the water is no longer collecting here. Carpeting inside the door was replaced with tile, and now everything is staying dry. But years of water infiltration have rusted out the bottom of these metal doors and the bottoms are flaking off into dust. Commercial-grade metal doors, panic bars, and hardware all need to be replaced as soon as possible.

**Select Board:**  
**Finance Committee:**

**Item #11 – Master Plan Update****\$100,000****Planning Board**

**Summary:** *The Town of Groton's Master Plan expired in September 2021. The Planning Board anticipates requiring a minimum of \$150,000 for the procurement of professional planning consultants to assist with the daunting task of preparing the next 10-year Master Plan. The proposed amount of \$150,000 is based on recent examples from Littleton and Millbury. The plan is to appropriate \$100,000 in FY 2023 and any needed funds (approximately \$50,000) in FY 2024. It is anticipated that the final stages of the Master Plan update will be completed in the early part of FY 2025.*

**Select Board:****Finance Committee:****Item #12 – 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, 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 #13 – Police Cruisers****\$104,000****Police Department**

**Summary:** *Purchase of two police cruisers and related equipment to replace cruisers that are no longer cost effective to maintain. This allows for lesser mileage per year, better maintenance scheduling, assignment of cars to officers and for a programmed replacement schedule that ensures line cars are rotated out at reasonable mileage and wear. Un-marked cars are rotated in the same fashion.*

**Select Board:****Finance Committee:****Item #14 – Cameras/Key Card Access****\$25,000****Police Department**

**Summary:** *Cameras will be installed in Cell Block Hall "blind spots". An exterior security camera for the back of the building and the communications tower. Hardwired Card Key reader for a Cell Block/Sallyport to replace failing battery units. New readers in each of the cell holding areas from Cell Check documentation and the records room.*

**Select Board:****Finance Committee:**



**Item #15 – Golf Carts****\$25,000****Country Club**

**Summary:** *Nine years ago, the Country Club replaced the fleet of twenty-five golf carts with new 2012 Club Car DS gas powered carts using a five-year lease to purchase agreement at an annual cost of approximately \$25,000. Last year, the Club replaced the Carts. In an effort to support the Town's move to "green" energy, the Club began a trial of electric carts by replacing the current fleet with 21 gas powered carts and 4 electric carts. The Club will take the next few years testing out electric carts on the course, while looking to construct the infrastructure necessary to convert to an all-electric cart fleet. This is the first of five payments for these new carts.*

**Select Board:****Finance Committee:****Item #16 – Pool Improvements****\$60,000****Country Club**

**Summary:** *This funding will be used to replace the deck at the Country Club Pool.*

**Select Board:****Finance Committee:****TOWN MANAGER**  

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**ARTICLE 7: PURCHASE FIRE ENGINE TO REPLACE ENGINE 5**

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 purchase and equip a new Engine 5 for the Fire Department, and all costs associated and related thereto, or to take any other action relative thereto.

**TOWN MANAGER****Select Board:****Finance Committee:**

**Summary:** *Engine 5 was purchased in 2007 and was slated to be replaced in 2028. Unfortunately, during an ice storm this past winter, Engine 5 was involved in an accident causing over \$95,000 worth of damage that would be covered by insurance. Based on the age and wear and tear on the Engine 5, it does not make sense to invest the \$95,000 in an engine with 5 years of useful life left. The Town Manager and Fire Chief have recommended using the insurance funds and investing it in a new Fire Engine for the Fire Department. The estimated cost of the new vehicle is approximately \$800,000 (cost to the Town of approximately \$700,000 to paid back over 20 years (estimated life of a new Fire Truck).*

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## **ARTICLE 8: PURCHASE VOTING MACHINE**

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 purchasing a voting tabulator to be used by the Town to tabulate votes during all elections, and all costs associated and related thereto, or to take any other action relative thereto.

### **TOWN CLERK**

**Select Board:**

**Finance Committee:**

**Summary:** *This request for a minor capital item is to purchase a new voting tabulator to tabulate votes cast in Groton's newly created Sub-Precinct 3A. Sub-Precinct 3A was created by the Massachusetts House of Representatives during decennial redistricting in December, 2021. Under State election regulations, the sub-precinct's votes must be counted separately, and on a unique tabulator (if tabulators are used). Groton currently uses Imagecast Precinct (ICP) vote tabulators. This request is to authorize the purchase of an additional Imagecast Precinct Tabulator. Please note that the use of this machine may be considered to be a local mandate by the State Auditor, and if so declared, the cost will be reimbursed to the Town.*

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## **ARTICLE 9: CPA RECOMMENDATION – ADDITIONAL FUNDING SCHOOL TRACK**

To see if the Town will vote to adopt and approve the recommendation of the Community Preservation Committee established pursuant to Chapter 44B of the General Laws, for additional funds to supplement funds previously appropriated to construct a new Middle School Track, and all costs associated and related thereto, and to implement such recommendation, borrow pursuant to any applicable statute and/or appropriate a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, said funds to be expended by the Town Manager, or to take other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**Summary:** *The 2021 Spring Town Meeting appropriated funds to relocate the Middle School Track in conjunction with the construction of a new Florence Roche Elementary School. The original estimate of \$1.4 million will not be sufficient based on the most recent review of the project. Construction costs have risen at an unprecedented rate. Supply and demand challenges, global shipping, labor shortages, and a high volume of work are all having an impact on construction costs, and all projects and sectors are being affected. While the Project included design, estimating, and escalation contingencies in December 2020, these contingencies cannot absorb the recent estimated costs received. The purpose of this Article will be to appropriate the additional funds needed to complete the project.*

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**ARTICLE 10: 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:	\$ 22,000
Open Space Reserve:	\$ 88,741
Historic Resource Reserve:	\$ 88,741
Community Housing Reserve:	\$ 88,741
Unallocated Reserve:	\$599,187

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 so that the Community Preservation Committee will have access to the funds raised during Fiscal Year 2023. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

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**ARTICLE 11: 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 2023, 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.

<b>CPC Proposal A:</b>	<b>Conservation Fund – FY 2023</b>	<b>\$400,000</b>
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**Summary:** *The Conservation Commission is requesting \$400,000 to be added to the Conservation Fund to preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. This Fund allows the Town to move quickly in the event a priority parcel becomes available. This Fund has been used to purchase Conservation Restrictions, Agricultural Preservation Restrictions, and fee ownership of conservation land. The goal is to maintain an amount between \$750K and \$1 million in the Fund. As of 1/12/22, the Conservation Fund balance was at \$651,184. The full amount to be paid from the Unallocated Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal B: Prescott Stone Project**

**\$6,000**

**Summary:** *The Groton History Center and the Historic Commission is requesting \$6,000 in CPA funds to provide a secure and stable setting for the historical Prescott Stone. It will be located at the Governor George Boutwell House in the side yard, protected from weather and available for viewing by Groton's citizens. The full amount to be paid from the Historic Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal C: Nashua River Walk**

**\$60,154**

**Summary:** *The Groton Trails Committee is requesting \$60,154 in CPA funds for a proposed riverwalk. This will include a fully accessible trail that will go along the Nashua River in the J. Harry Rich State Forest for a distance of about 0.25 miles and will connect with the similar John Tinker Trail. The trail will provide a wonderful forest experience along one of the most beautiful stretches of the Nashua River for people of all ages and abilities, including children in strollers, those using walkers, and bikers. It will include two rest areas with benches and a larger observation area at the terminus. The observation area will have two handicap tables and four benches as well as high quality educational signs. The full amount to be paid from the Open Space Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal D: Prescott Elevator Design and Engineering**

**\$80,000**

**Summary:** *Friends of Prescott is requesting \$80,000 in CPA funds for the architectural and engineering work that needs to be done upfront in order to be able to qualify for a Municipal Americans with Disabilities Act Improvement grant to install a passenger elevator in the town's historic Prescott School. The elevator will provide handicap access to all three floors within the building. The full amount to be paid from the Historic Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal E: Housing Coordinator**

**\$53,543**

**Summary:** *This application is requesting \$53,543 in CPA funding from the Community Housing category to fund the wages and benefits of the Housing Coordinator position (25-hours/week). The full amount to be paid from the Community Housing Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal F:      Bates/Blackman Improvement/Accessible Path      \$39,545**

**Summary:**    *The Groton Conservation Trust is requesting \$39,545 in CPA funds to use towards improving community access and safety at its flagship Bates-Blackman conservation land in Groton. The unique area consists of approximately 55 acres that include a remarkable diversity of ecosystems, serves as a gateway to a large, interconnected area of over 600 acres of protected land, and is one of the GCT's most heavily visited properties. The property requires substantial upgrades to enhance safety, accessibility, and ecological integrity. The full amount to be paid from the Open Space Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**CPC Proposal G:      Groton Country Club Recreation Courts Project      \$197,287**

**Summary:**    *This application is requesting \$197,287 in CPA funds to serve as additional funding to restore the existing footprint of four tennis courts and transform the space into eight dedicated pickleball courts and one tennis court. This CPA project was voted on and passed at the 2021 Spring Town Meeting. The Engineering Study was completed in July 2021. The sealed bid process resulted in one closed bid that returned at \$268,000 higher than the initial projected budget. The full amount to be paid from the Unallocated Reserve.*

**Select Board:**

**Finance Committee:**

**Community Preservation Committee:**

**COMMUNITY PRESERVATION COMMITTEE**

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## **ARTICLE 12: ZONING AMENDMENT – MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend the Zoning Bylaw by deleting Section 218-10.4(C)(3) in its entirety and replacing it with a new Section 218-10.4(C)(3) as follows:

(3) No marijuana establishment entrance shall be located closer than 500 feet from the entrance of a preexisting public or private preschool, school providing education in kindergarten or any grades 1 through 12, junior college, college, licensed day-care center, church, library, park, playground, or other marijuana establishment. Distance shall be measured in a straight line from the geometric center of the marijuana establishment's entrance door to the geometric center of the entrance door or primary public entrance location of the nearest facility listed in the previous sentence, unless there is an impassable barrier within those 500 feet that renders any part of the 500-foot straight-line distance inaccessible by a pedestrian or automobile, in which case the 500-foot distance shall be measured along the center of the shortest publicly-accessible pedestrian travel path from the geometric center of the marijuana establishment's entrance door to the geometric center of the entrance door or primary public entrance location of the nearest facility listed in the previous sentence.

or to take any other action relative thereto.

### **SELECT BOARD**

**Select Board:**

**Finance Committee:**

**Planning Board:**

**Summary:** *The intent of this Zoning Amendment is to bring the Town's Marijuana Zoning Bylaw in compliance with State Law and State Regulations relative to distance between various establishments.*

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## **ARTICLE 13: ZONING AMENDMENT – PERFORMANCE STANDARDS**

To see if the Town will vote to amend the Groton Zoning By-Laws as follows:

1. Delete Section 218-5.5 Special Use Considerations in the R-B, VCG, NB, GB, and I Districts in its entirety and replace it with the following:

218-5.5 Zoning Map Amendment Considerations in VCB, NB, GB and I Districts.

- A. Objectives. The objectives of these special use regulations are to provide entrepreneurial and employment opportunities for area residents; to focus development at locations occasioning relatively small environmental or community cost; to protect the Town's rural character and natural environment; to promote harmonious future development; and to provide convenient services for Groton residents.
- B. Rezoning to VCB, NB, GB or I. The Planning Board shall neither sponsor nor favorably recommend any rezoning of land into a Business or Industrial District unless a concept plan (see Subsection B) for the area proposed for rezoning has been submitted to the Planning Board for review at the public hearing on the rezoning and is presented at the Town Meeting. In

its report to the Town Meeting, the Planning Board shall report its determinations regarding the consistency of the proposed rezoning with the Business or Industrial District intention stated in § 218-4.2 and regarding the consistency of the concept plan with the objectives stated in Subsection A.

C. Submittal requirements. A concept plan shall consist of the following:

- (1) A schematic development plan, indicating the location of the boundaries of the lot, buildings, roads, drives, parking, reserved open space, wells, on-site disposal facilities, drainage system, topography and grading, areas of retained vegetation and planting areas.
- (2) Analysis of the consequence of the proposed development, evaluating the following impacts at a level of detail appropriate to the scale of the development proposed:
  - (a) Natural environment: groundwater and surface water quality, groundwater level, stream flow, erosion and siltation, vegetation removal (especially unusual species and mature trees) and wildlife habitats.
  - (b) Public services: traffic safety and congestion, need for water system improvements, need for additional public recreational facilities and need for additional school facilities.
  - (c) Economics: municipal costs and revenues, local business activity and local jobs.
  - (d) Visual environment: visibility of buildings and parking and visual consistency with existing development in the area.

2. Insert a new Section 218-5.6 to read as follows and renumber subsequent Sections accordingly:

218-5.6 Performance Standards for Business and Industrial Special Permit Uses.

A. Special permits for business or industrial uses, if consistent with this chapter in all other respects, shall be granted only if the special permit granting authority determines that the proposal's benefits to the Town or vicinity will outweigh any adverse effects, after consideration of the following:

B. Location.

- [1] The proposal will be located near uses which are similar to the proposed use or, if not, the nearby uses will be ones likely to benefit from rather than be damaged by having the proposed activity nearby.
- [2] Public water supply will be available or will be made available without increased cost to the Town, the Water Department or its current rate payers, and serving this use at this location will pose no problems which are unusual.
- [3] The proposal will not cause environmental stress from erosion, siltation, groundwater or surface water contamination or disturbance to wildlife habitat on the site if the wildlife is officially listed by the Massachusetts Division of Fisheries and Wildlife pursuant to 321 CMR 8.00 as endangered, threatened or of special concern.

C. Activity type and mix.

- [1] The proposed activity will contribute to the diversity of services available to the Town.
- [2] Any retail services will be designed to serve the Town's population rather than a larger region.

- [3] The proposal will add little to traffic congestion, considering the location, the number of trips likely to be attracted and any special access provisions committed (e.g., bike storage facilities or employee ridesharing).
- [4] The proposal will pose no environmental hazard because of use or storage of explosive, flammable, toxic or radioactive materials.
- [5] The proposal will not result in air pollution or excessive noise.

D. Site design.

- [1] Scenic views from public ways and other developed properties will be considerably treated in the design of the site.
- [2] Topographic change will not result in cuts or fills exceeding seven feet.
- [3] Removal of existing trees or other important natural features will be avoided.
- [4] Pedestrian movement within the site and to other places will be well provided for.
- [5] Vehicular movement within the site will be safe and convenient and arranged so as to not disturb abutting properties.
- [6] Visibility of parking and service areas from public streets will be minimized through facility location and the use of topography and vegetation.
- [7] Potential disturbances such as noise, glare and odors will be effectively confined to the premises through buffering or other means.
- [8] Water quality will be protected through appropriate location and design of disposal facilities in relation to water bodies and site geology.

E. Facility design.

- [1] Scenic views from public ways and other developed properties will be considerably treated in the design of the buildings.
- [2] Primary exterior materials will match the appearance of materials commonly found on existing buildings within the Town.
- [3] Domestic scale will be maintained in the building's design through massing devices such as breaks in walls and roof planes and through the design of architectural features.

F. Overall planning. The proposed plan will be consistent with:

- [1] The intentions stated in § 218-4.2, Intention of districts, and in § 218-1.2, Purposes."

3.. Amend Section 218-5.2 Schedule of Use Regulations by deleting Lines 43 and 82 in their entirety and replacing them with the following:

Please see Section 218-5.6 Performance Standards, for the following special permit uses in the R-B, VCB, NB, GB, and I Districts.

or to take any other action relative thereto.

***PLANNING BOARD***

**Select Board:**

**Finance Committee:**

**Planning Board:**



**Summary:**

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**ARTICLE 14:           EXTEND CENTER SEWER DISTRICT**

To see if the Town will vote to extend the "Groton Center Sewer District" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors' Map 116, Lot 101 (Undeveloped Lot Taylor Street) but only for the exclusive use of said lot, and its successors or assigns, and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:**

**Finance Committee:**

**Summary:**   *This article requests authorization from the Town Meeting to expand the Center Sewer District to include Lot 116-101, Groton. This article, if approved, will provide Sewer Capacity for the exclusive use of said Lot.*

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**ARTICLE 15:           ELECTRONIC VOTING STUDY COMMITTEE**

To see if the Town will vote to create an Electronic Voting Study Committee appointed by the Town Moderator consisting of the Town Clerk and four (4) voters of the Town for the purpose of exploring the option of implementing electronic voting at Town Meeting; said Committee to receive support from Town Officials as required, and, further, said Committee to provide a report to the 2022 Fall Town Meeting addressing all issues associated with such a change including but not limited to cost, bylaws and administrative procedures, or to take any other action relative thereto.

**TOWN MANAGER**

**Select Board:**

**Finance Committee:**

**Summary:**   *The use of electronic voting at Town Meeting has been reviewed as offering a level of anonymity that would yield a better reflection of voter response to Articles proposed at Town Meeting. A considerable number of towns in Massachusetts and across the country now use electronic voting. The 2015 Spring Town Meeting received a report from the Electronic Voting Study Committee suggesting that electronic voting at Town Meeting may be worthy of adopting, but that costs were prohibitive and that questions around implementation remained unanswered. It recommended that the question be revisited in the future. In the years since, many other towns in Massachusetts have accumulated significant experience with electronic voting, experience that may address many of*

the 2015 Committee's unanswered questions. The costs may have declined, and there may be grant monies available to pay for required equipment. Bylaws may need to be amended to adopt electronic voting. This article asks Town Meeting to direct the Moderator to appoint a committee to update the work done in 2015 and to provide back to the 2022 Fall Town Meeting a comprehensive report on the implementation of electronic voting at Town Meeting including thoroughly researched information on costs, funding, bylaw amendments and implementation details. An accompanying Warrant Article will allow voters to determine whether or not to adopt electronic voting and accompanying bylaw changes.

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## **ARTICLE 16: CITIZENS' PETITION – AGE RESTRICTED HOUSING DEFINITION**

To see if the Town will vote to Amend Section 218-3, Definitions of the Groton Zoning By-Law by deleting the definition of Age-Restricted Housing and replacing it with the following:

**AGE-RESTRICTED HOUSING** — Housing for persons 55 years of age or older which shall be in conformance with federal and state laws and regulations, including the Fair Housing Act and the Housing for Older Persons Act. All dwelling units in an Age-Restricted Housing development shall be subject to an age restriction described in a deed, deed rider, restrictive covenant, or other document that complies with all applicable federal and state laws and which shall be recorded at the Registry of Deeds or the Land Court. The age restriction shall limit all the dwelling units in the development to occupancy of at least one individual of age 55 or older or their spouses of any age and to authorize special exceptions that would allow specific persons of any age to live in a dwelling unit together with an over 55 residents with individual approval of the Groton Planning Board. The age restriction shall run with the land in perpetuity and shall be enforceable by the Town of Groton or any or all of the owners of the development.

or to take any other action relative thereto.

### **CITIZENS' PETITION**

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Richard W. Lewis	330 Old Dunstable Road	Robert Hargraves	21 Temple Drive
Samuel Palmer	319 Hoyts Wharf Road	Daniel Keefe	90 Hoyts Wharf Road
Michael Dermody	268 Lowell Road	Virginia Vollmer	490 Old Dunstable Road
Robert Kiley	601 Lowell Road	Brian Lagasse	111 West Main Street
Carl Flowers	1 Dan Parker Road	Rick Santiano	461 Longley Road

**Select Board:**

**Finance Committee:**

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: This change in the definition of "Age-Restricted Housing" will eliminate and correct outdated requirements that are no longer allowed by a written policy of the Massachusetts Department of Housing and Community Development (DHCD) in their approval for affordability provisions and inclusion of restricted affordable units on the Commonwealth of Massachusetts subsidized housing inventory (SHI). All Age-Restricted Housing projects shall still comply with existing by-laws and regulations including the Zoning Bylaw of the Town of Groton, Massachusetts, Section 218-9.3(B) Age-Restricted Housing, which requires a Special Permit from the Planning Board.

**ARTICLES 17 THROUGH 27 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED ON PAGE 2 OF THIS WARRANT.**

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**ARTICLE 17: CURRENT YEAR LINE-ITEM TRANSFERS**

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2022 budget, or to take any other action relative thereto.

**SELECT BOARD**

**Select Board:**  
**Finance Committee:**

**Summary:** *To transfer money within the Fiscal Year 2022 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

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**ARTICLE 18: 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 2022 Snow and Ice Budget, as approved under Article 5 of the 2021 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 FY 22.*

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**ARTICLE 19: TRANSFER WITHIN WATER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2022 Water Department Operating Budget, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**

**Summary:** *This article will request a transfer of funds from Water Surplus to help fund the Fiscal Year 2022 Water Department's Operational Expenses. As of the printing of the Warrant, it is anticipated that \$95,000 will be transferred for this purpose.*

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**ARTICLE 20:           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 2022 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**

**Summary:**   *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2022 Center Sewer Budget. As of the printing of the Warrant, it is anticipated that \$145,000 will be transferred for this purpose.*

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**ARTICLE 21:           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 2022 Four Corners Sewer Enterprise Department budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:**  
**Finance Committee:**

**Summary:**   *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2022 Four Corners Sewer Budget. As of the printing of the Warrant, it is anticipated that \$10,000 will be transferred for this purpose.*

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**ARTICLE 22:           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 2022 Cable Enterprise Department budget, or to take any other action relative thereto.

**CABLE ADVISORY COMMITTEE**

**Select Board:**  
**Finance Committee:**

**Summary:**   *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2022 budget. As of the Printing of the Warrant, it is anticipated that \$10,000 will be transferred for this purpose.*

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**ARTICLE 23: 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.*

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**ARTICLE 24: ESTABLISHMENT OF REVOLVING FUND**

To see if the Town will vote to amend Section 71-1 of the Town of Groton Bylaws (entitled "Funds Established", by inserting the following amendment establishing a new revolving fund, to follow after the "Access for Persons with Disabilities" revolving fund:

<b><u>Program or Purpose</u></b>	<b><u>Representative or Board Authorized to Spend</u></b>	<b><u>Departmental Receipts</u></b>
Council on Aging Program Fund	Council on Aging Director	User fees received from users of Council on Aging Programs

and, further, to amend Section 71-2 (entitled "Limitation on or increase in expenditures) by adding the following text to the end of the existing text: "The second paragraph of Massachusetts General Law Chapter 40, §3 is accepted to allow any balance in the COA Program Revolving Account at the close of each fiscal year to remain available for expenditure, without appropriation for such purposes in future years."

or to take any other action relative thereto.

**COUNCIL ON AGING DIRECTOR**

**Select Board:**  
**Finance Committee:**

**Summary:** *This Article creates a new revolving fund for the Council on Aging. It will allow for the collection of fees for participants of the various programs offered by the COA and then use those collected fees to pay the various Instructors of the programs.*

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**ARTICLE 25: 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 2023 spending limits for the various revolving funds as follows:

<b>Program or Purpose</b>	<b>FY 2023 Spending Limit</b>
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Council on Aging Program Fund	\$50,000
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.*

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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 11<sup>th</sup> Day of April in the year of our Lord Two Thousand Twenty-Two.

Rebecca H. Pine

Rebecca H. Pine, Chair

Alison S. Manugian

Alison S. Manugian, Vice Chair

Peter S. Cunningham

Peter S. Cunningham, Clerk

Joshua A. Degen

Joshua A. Degen, Member

John F. Reilly

John F. Reilly, 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

# PROPOSED LINE ITEM TRANSFERS FOR YEAR END 2022

BUDFY2022XX

LIT063022

## **FUNDING NEEDED**

(Line Items Potentially in Deficit)

Line Item Number	Ledger Number	Account	Amount Needed	Reason
1030	5115	124 Town Manager Salaries	\$ 5,038.00	VBB/Bonus Unbudgeted
1070	5115	145 Treasurer/Collector Salaries	\$ 810.00	Budget Calc Variance
1091	5400	152 Human Resources	\$ 1,000.00	Excessive Recruitment Costs
1540	5120	192 Municipal Buildings Wages		Running Close to Budget
1300	5115	210 Police Salaries	\$ 20,000.00	Vac Pay Out Retiring EE
1301	5120	210 Police Wages	\$ 39,000.00	Training Resumed and OT
1311	5120	220 Fire Wages	\$ 15,000.00	Training Resumed and OT
1312	5400	220 Fire General Expenses	\$ 15,000.00	Training/Vehicle Maintenance/Fuel
1370	5120	235 Dispatch Wages	\$ 30,000.00	IOD/OT
1241	5120	241 Building Inspector Wages	\$ 1,200.00	Local Inspector Hours
1242	5400	241 Building Inspection Gen Expenses	\$ 3,000.00	Fuel Cost Increases
1250	5115	242 Mechanical Inspectors	\$ 5,000.00	Based on historical activity
1602	5400	541 COA General Expenses	\$ 7,600.00	Admin Help Outside Contractor
1701	5120	640 Country Club Wages	\$ 22,000.00	Programming Increases/Ind Contractor now EE
1702	5400	640 Country Club General Expenses	\$ 20,000.00	Tee Box Project \$\$/Hot Water Heater/FH elec
3002	5400	913 Unemployment Compensation	\$ 4,000.00	Activity Increases
3012	5173	916 Medicare	\$ 8,000.00	Varies with Payroll and OT
<b>TOTAL</b>			<b>\$ 196,648.00</b>	

## **FUNDING FROM**

(Line Items Potentially with Surplus)

1031	5120	124 Town Manager Wages	\$ 5,038.00
1062	5400	141 Assessor's Expenses	\$ 10,000.00
1071	5400	145 Treasurer/Collector Wages	\$ 810.00
1080	5220	151 Town Counsel	\$ 10,000.00
1101	5120	154 IT Wages	\$ 3,500.00
1251	5400	242 Mech Inspector General Expenses	\$ 1,300.00
1501	5120	420 Highway Wages	\$ 31,000.00
1601	5120	541 COA Wages	\$ 9,000.00
1610	5120	542 VAN Wages	\$ 10,000.00
1661	5120	610 Library Wages	\$ 45,000.00
1662	5400	610 Library General Expenses	\$ 50,000.00
1560	5120	650 Parks Wages	\$ 5,000.00
3010	5400	914 Health Insurance	\$ 26,000.00
<b>TOTAL</b>			<b>\$ 206,648.00</b>
<b>Net Transfer Surplus</b>			<b>\$ (10,000.00)</b>



**Town of Groton**  
**American Federation of State, County and Municipal Employees, Council 93**  
**Local 1703, AFL-CIO**

**Tentative Agreement**

**January 26, 2022**

Based on a collective bargaining session held on January 26, 2022, the Town of Groton and AFSCME, Council 93 have tentatively agreed to the following:

**1. Article 8 – Wages, Section 2**

The Town and Union agree to amend Section 1 to read as follows:

**Section 2.** The following Wage Increase Adjustment percentages will apply:

2½% wage increase July 1, 2022  
2% wage increase July 1, 2023  
2% wage increase July 1, 2024

In addition, in the first year of the agreement only, each employee shall receive a onetime cash payment of 1.5% (based on their Fiscal Year 2023 annual salary) paid on the second pay period of July, 2022 and not added to the employee's base pay.

**2. Article 8 – Wages, Section 4**

The Town and Union agree that Section 4 will be amended to read as follows:

**Section 4.** The Town will memorialize a Performance Incentive Program that will allow eligible employees to earn up to an additional 2½% per year based on receiving a rating of exceeds expectations or above expectations conducted by the Town Manager in the case of Department Head Reviews and individual department heads for all other employees. The established program shall be added as Appendix C. Any performance incentive paid to an employee be paid on the second pay period of July. Said performance incentive shall be a bonus payment and not added to the base pay of the employee.

### 3. Article 9 – Longevity, Section 1

The Town and Union agree that Section 1 will be amended to read as follows:

**Section 1.** The Town agrees to pay annually in a separate check, the following amounts of money to each employee for his/her years of service, years of service to be computed as follows:

#### Years of Service

Beginning the 11th- 15th	\$750
Beginning the 16 <sup>th</sup> - 20 <sup>th</sup>	\$1000
Beginning the 21 <sup>st</sup> - 24 <sup>th</sup>	\$1450
Beginning the 25 <sup>th</sup> plus	\$1750

### 4. Article 12 – Holidays, Section 1

The Town and Union agree to amend Section 1 to read as follows:

**Section 1.** Each standard employee of the Town shall be entitled to holidays with pay in accordance with the following schedule:

New Year's Day	Martin Luther King Day
President's Day	Patriot's Day
Memorial Day	Independence Day
Labor Day	Columbus Day/Indigenous People's Day
Veterans' Day	Thanksgiving Day
Christmas Day	

### 5. Article 13 Vacation, New Section

The Town and Union agree to add a new Section 5 to read as follows:

**Section 5.** On or about December 15, 2022 and on or about December 15, 2023, each member of the Union shall receive a one-time cash payment of \$1,000 that will not be added to the employee's base pay. This provision shall be removed from the contract on December 31, 2023.

### 6. Article 18 – Clothing Allowance, Section 1

The Town and Union agree to amend Section 1 to read as follows:

**Section 1. Clothing and Footwear Allowance** – Subject to approval of the Town Manager, all employees covered by this agreement shall be reimbursed for up to \$800.00 for clothing and footwear per fiscal year. Employees may charge boots at a town approved location or may be reimbursed for the purchase with required receipt. Due to the hazardous nature of some materials and the abrasive nature of the materials they work in, the Town may expend additional funds for its employees in any fiscal year for safety boots as may be deemed necessary.

**7. Article 25 – Insurance, Section 1**

The Town and Union agree that Section 2(1) shall be amended to read as follows:

1. The Employee shall receive twenty-five (25%) percent of the Town portion of the health insurance plan the Employee is enrolled in at the time of the "Opt-Out". The amount will be adjusted annually to reflect premium adjustments. The amount shall be provided to the employee divided by the number of pay periods in the Fiscal Year that it is being paid; and

**8. Article 25 – Insurance, Section 4**

The Town and Union agree to delete Section 4 in its entirety.

**9. Article 30 - Duration of Agreement**

The Town and Union agree that this Article will be amended to read as follows:

This agreement shall be effective upon execution by both parties and approved at a vote of Town Meeting for a period beginning July 1, 2022, up to and including June 30, 2025, and thereafter for a successive one (1) year period unless one of the parties hereto on or before January 15, 2025, or any subsequent termination thereafter, shall notify the party hereto in writing of its desire to modify or amend the same.

**APPROVED:**

**Town of Groton**

**AFSCME, Council 93**

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Revised: 3-10-2022

## TOWN OF GROTON FISCAL YEAR 2023

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b><u>GENERAL GOVERNMENT</u></b>								
<b>MODERATOR</b>								
1000	Salaries	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	0.00%
1001	Expenses	\$ -	\$ -	\$ -	\$ 80	\$ 80	\$ 80	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 65</b>	<b>\$ 65</b>	<b>\$ 65</b>	<b>\$ 145</b>	<b>\$ 145</b>	<b>\$ 145</b>	<b>0.00%</b>
<b>SELECT BOARD</b>								
1020	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1022	Expenses	\$ 2,943	\$ 1,802	\$ 2,388	\$ 3,300	\$ 6,800	\$ 6,800	106.06%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1024	Minor Capital	\$ 25,689	\$ 25,633	\$ 25,556	\$ 25,683	\$ 25,800	\$ 25,800	-100.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 28,632</b>	<b>\$ 27,435</b>	<b>\$ 27,944</b>	<b>\$ 28,983</b>	<b>\$ 32,600</b>	<b>\$ 32,600</b>	<b>12.48%</b>
<b>TOWN MANAGER</b>								
1030	Salaries	\$ 211,362	\$ 227,980	\$ 235,880	\$ 227,220	\$ 241,331	\$ 241,331	6.21%
1031	Wages	\$ 112,660	\$ 120,450	\$ 124,977	\$ 115,172	\$ 119,223	\$ 119,223	3.52%
1032	Expenses	\$ 9,117	\$ 9,784	\$ 8,322	\$ 14,600	\$ 12,100	\$ 12,100	-17.12%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 333,139</b>	<b>\$ 358,214</b>	<b>\$ 369,179</b>	<b>\$ 356,992</b>	<b>\$ 372,654</b>	<b>\$ 372,654</b>	<b>4.39%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>FINANCE COMMITTEE</b>								
1040	Expenses	\$ 210	\$ 210	\$ 210	\$ 215	\$ 215	\$ 215	0.00%
1041	Reserve Fund	\$ 66,965	\$ 49,400	\$ 64,500	\$ 150,000	\$ 150,000	\$ 150,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 67,175</b>	<b>\$ 49,610</b>	<b>\$ 64,710</b>	<b>\$ 150,215</b>	<b>\$ 150,215</b>	<b>\$ 150,215</b>	<b>0.00%</b>
<b>TOWN ACCOUNTANT</b>								
1050	Salaries	\$ 91,110	\$ 95,155	\$ 97,083	\$ 96,408	\$ 101,125	\$ 101,125	4.89%
1051	Wages	\$ 46,132	\$ 47,776	\$ 49,937	\$ 50,865	\$ 52,906	\$ 52,906	4.01%
1052	Expenses	\$ 32,140	\$ 41,815	\$ 35,490	\$ 37,706	\$ 40,204	\$ 40,204	6.62%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 169,382</b>	<b>\$ 184,746</b>	<b>\$ 182,510</b>	<b>\$ 184,979</b>	<b>\$ 194,235</b>	<b>\$ 194,235</b>	<b>5.00%</b>
<b>BOARD OF ASSESSORS</b>								
1060	Salaries	\$ 75,676	\$ 78,580	\$ 85,584	\$ 81,200	\$ 85,280	\$ 85,280	5.02%
1061	Wages	\$ 52,596	\$ 62,550	\$ 53,466	\$ 61,763	\$ 65,551	\$ 65,551	6.13%
1062	Expenses	\$ 19,917	\$ 20,743	\$ 15,541	\$ 45,215	\$ 45,215	\$ 45,215	0.00%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 148,189</b>	<b>\$ 161,873</b>	<b>\$ 154,591</b>	<b>\$ 188,178</b>	<b>\$ 196,046</b>	<b>\$ 196,046</b>	<b>4.18%</b>
<b>TREASURER/TAX COLLECTOR</b>								
1070	Salaries	\$ 88,286	\$ 91,700	\$ 91,700	\$ 138,138	\$ 139,455	\$ 139,455	0.95%
1071	Wages	\$ 112,007	\$ 120,703	\$ 120,703	\$ 77,297	\$ 79,042	\$ 79,042	2.26%
1072	Expenses	\$ 18,752	\$ 19,415	\$ 19,415	\$ 20,945	\$ 21,695	\$ 21,695	3.58%
1073	Tax Title	\$ 2,048	\$ 647	\$ 647	\$ 5,725	\$ 7,100	\$ 7,100	24.02%
1074	Bond Cost	\$ 2,550	\$ 1,050	\$ 1,050	\$ 3,300	\$ 4,300	\$ 2,300	-30.30%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 223,643</b>	<b>\$ 233,515</b>	<b>\$ 233,515</b>	<b>\$ 245,405</b>	<b>\$ 251,592</b>	<b>\$ 249,592</b>	<b>1.71%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>TOWN COUNSEL</b>								
1080	Expenses	\$ 146,553	\$ 77,338	\$ 85,217	\$ 90,000	\$ 90,000	\$ 90,000	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 146,553</b>	<b>\$ 77,338</b>	<b>\$ 85,217</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>0.00%</b>
<b>HUMAN RESOURCES</b>								
1090	Salary	\$ 79,225	\$ 82,673	\$ 84,313	\$ 82,822	\$ 87,964	\$ 87,984	6.23%
1091	Expenses	\$ 9,917	\$ 9,547	\$ 9,107	\$ 10,000	\$ 11,400	\$ 11,400	14.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 89,142</b>	<b>\$ 92,220</b>	<b>\$ 93,420</b>	<b>\$ 92,822</b>	<b>\$ 99,384</b>	<b>\$ 99,384</b>	<b>7.07%</b>
<b>INFORMATION TECHNOLOGY</b>								
1100	Salary	\$ 109,680	\$ 114,722	\$ 117,003	\$ 115,193	\$ 121,981	\$ 121,981	5.89%
1101	Wages	\$ 56,462	\$ 59,031	\$ 61,116	\$ 62,338	\$ 61,269	\$ 61,269	-1.71%
1102	Expenses	\$ 15,037	\$ 20,552	\$ 20,592	\$ 22,800	\$ 22,800	\$ 22,800	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 181,379</b>	<b>\$ 194,305</b>	<b>\$ 198,711</b>	<b>\$ 200,331</b>	<b>\$ 206,050</b>	<b>\$ 206,050</b>	<b>2.85%</b>
<b>GIS STEERING COMMITTEE</b>								
1120	Expenses	\$ 12,261	\$ 14,675	\$ 16,000	\$ 10,800	\$ 10,800	\$ 10,800	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 12,261</b>	<b>\$ 14,675</b>	<b>\$ 16,000</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>0.00%</b>
<b>TOWN CLERK</b>								
1130	Salaries	\$ 84,732	\$ 88,080	\$ 92,073	\$ 90,853	\$ 95,417	\$ 95,417	5.02%
1131	Wages	\$ 61,568	\$ 61,051	\$ 69,491	\$ 65,205	\$ 73,588	\$ 73,588	12.86%
1132	Expenses	\$ 10,199	\$ 10,458	\$ 9,951	\$ 9,867	\$ 11,020	\$ 9,867	0.00%
1133	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 156,499</b>	<b>\$ 159,589</b>	<b>\$ 171,515</b>	<b>\$ 165,925</b>	<b>\$ 180,025</b>	<b>\$ 178,872</b>	<b>7.80%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>ELECTIONS &amp; BOARD OF REGISTRARS</b>								
1140	Stipend	\$ 13,159	\$ 6,082	\$ 16,356	\$ 6,336	\$ 26,195	\$ 21,795	243.99%
1141	Expenses	\$ 16,439	\$ 8,692	\$ 11,280	\$ 7,912	\$ 13,037	\$ 12,437	57.19%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 29,598</b>	<b>\$ 14,774</b>	<b>\$ 27,636</b>	<b>\$ 14,248</b>	<b>\$ 39,232</b>	<b>\$ 34,232</b>	<b>140.26%</b>
<b>STREET LISTINGS</b>								
1150	Expenses	\$ 3,834	\$ 3,900	\$ 4,706	\$ 4,850	\$ 5,000	\$ 5,000	3.09%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 3,834</b>	<b>\$ 3,900</b>	<b>\$ 4,706</b>	<b>\$ 4,850</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>3.09%</b>
<b>INSURANCE &amp; BONDING</b>								
1160	Insurance & Bonding	\$ 209,457	\$ 226,650	\$ 243,885	\$ 290,000	\$ 300,000	\$ 300,000	3.45%
1161	Insurance Deductible Reserve - Liability	\$ 6,128	\$ 3,220	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	0.00%
1162	Insurance Deductible Reserve - 111F	\$ 36,621	\$ 6,416	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 252,106</b>	<b>\$ 236,286</b>	<b>\$ 255,885</b>	<b>\$ 327,000</b>	<b>\$ 337,000</b>	<b>\$ 337,000</b>	<b>3.06%</b>
<b>TOWN REPORT</b>								
1170	Expenses	\$ 1,424	\$ 1,464	\$ 1,416	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,424</b>	<b>\$ 1,464</b>	<b>\$ 1,416</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>0.00%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>POSTAGE/TOWN HALL EXPENSES</b>								
1180	Expenses	\$ 54,929	\$ 44,276	\$ 53,942	\$ 60,000	\$ 65,000	\$ 65,000	8.33%
1181	Telephone Expenses	\$ 24,494	\$ 25,244	\$ 24,034	\$ 30,000	\$ 30,000	\$ 30,000	0.00%
1182	Office Supplies	\$ 15,385	\$ 12,048	\$ 12,837	\$ 17,000	\$ 17,000	\$ 17,000	0.00%
<hr/>								
	DEPARTMENTAL TOTAL	\$ 94,808	\$ 81,568	\$ 90,813	\$ 107,000	\$ 112,000	\$ 112,000	4.67%
<hr/>								
	TOTAL GENERAL GOVERNMENT	\$ 1,937,829	\$ 1,891,577	\$ 1,977,833	\$ 2,169,373	\$ 2,278,478	\$ 2,270,325	4.65%
<hr/>								
<b>LAND USE DEPARTMENTS</b>								
<b>CONSERVATION COMMISSION</b>								
1200	Salary	\$ 60,752	\$ 66,686	\$ 70,278	\$ 69,481	\$ 73,971	\$ 73,971	6.46%
1201	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1202	Expenses	\$ 6,748	\$ 8,556	\$ 7,196	\$ 7,350	\$ 8,936	\$ 7,565	2.93%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<hr/>								
	DEPARTMENTAL TOTAL	\$ 67,500	\$ 75,242	\$ 77,474	\$ 76,831	\$ 82,907	\$ 81,536	6.12%
<hr/>								
<b>PLANNING BOARD</b>								
1210	Salaries	\$ 80,549	\$ 83,043	\$ 85,519	\$ 84,016	\$ 89,236	\$ 89,236	6.21%
1211	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1212	Expenses	\$ 7,662	\$ 11,159	\$ 5,540	\$ 8,650	\$ 9,950	\$ 9,950	15.03%
1213	M.R.P.C. Assessment	\$ 3,575	\$ 3,664	\$ 3,755	\$ 3,850	\$ 4,000	\$ 4,000	3.90%
1214	Legal Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<hr/>								
	DEPARTMENTAL TOTAL	\$ 91,786	\$ 97,866	\$ 94,814	\$ 96,516	\$ 103,186	\$ 103,186	6.91%



LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>ZONING BOARD OF APPEALS</b>								
1220	Wages	\$ 19,567	\$ 20,798	\$ 20,524	\$ -	\$ -	\$ -	0.00%
1221	Expenses	\$ 1,100	\$ 920	\$ 484	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 20,667</b>	<b>\$ 21,718</b>	<b>\$ 21,008</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>0.00%</b>
<b>HISTORIC DISTRICTS COMMISSION</b>								
1230	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>BUILDING INSPECTOR</b>								
1240	Salaries	\$ 88,286	\$ 115,869	\$ 118,522	\$ 93,380	\$ 99,073	\$ 99,073	6.10%
1241	Wages	\$ 57,086	\$ 52,486	\$ 55,788	\$ 56,503	\$ 58,769	\$ 58,769	4.01%
1242	Expenses	\$ 1,951	\$ 936	\$ 3,700	\$ 3,500	\$ 3,700	\$ 3,700	5.71%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 147,323</b>	<b>\$ 169,291</b>	<b>\$ 178,010</b>	<b>\$ 153,383</b>	<b>\$ 161,542</b>	<b>\$ 161,542</b>	<b>5.32%</b>
<b>MECHANICAL INSPECTOR</b>								
1250	Fee Salaries	\$ 35,160	\$ 28,890	\$ 38,620	\$ 30,000	\$ 39,000	\$ 39,000	30.00%
1251	Expenses	\$ 3,236	\$ 3,207	\$ 2,838	\$ 4,000	\$ 4,000	\$ 4,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 38,396</b>	<b>\$ 32,097</b>	<b>\$ 41,458</b>	<b>\$ 34,000</b>	<b>\$ 43,000</b>	<b>\$ 43,000</b>	<b>26.47%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>EARTH REMOVAL INSPECTOR</b>								
1260	Stipend	\$ 1,500	\$ 1,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.00%
1261	Expenses	\$ 72	\$ -	\$ -	\$ 100	\$ 200	\$ 200	100.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,572</b>	<b>\$ 1,500</b>	<b>\$ 2,500</b>	<b>\$ 2,600</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>	<b>3.85%</b>
<b>BOARD OF HEALTH</b>								
1270	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1271	Expenses	\$ 295	\$ 465	\$ 830	\$ 1,575	\$ 1,575	\$ 1,575	0.00%
1272	Nursing Services	\$ -	\$ -	\$ -	\$ 13,767	\$ 14,455	\$ 14,455	5.00%
1273	Nashoba Health District	\$ 45,951	\$ 47,849	\$ 41,841	\$ 30,167	\$ 31,675	\$ 31,675	5.00%
1274	Mental Health	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	100.00%
1275	Eng/Consult/Landfill Monitoring	\$ 9,490	\$ 6,713	\$ 11,233	\$ 10,200	\$ 10,200	\$ 10,200	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 63,736</b>	<b>\$ 63,026</b>	<b>\$ 61,904</b>	<b>\$ 63,709</b>	<b>\$ 65,905</b>	<b>\$ 57,905</b>	<b>-9.11%</b>
<b>SEALER OF WEIGHTS &amp; MEASURES</b>								
1280	Fee Salaries	\$ 1,620	\$ 2,260	\$ 300	\$ 3,200	\$ 3,200	\$ 3,200	0.00%
1281	Expenses	\$ 100	\$ -	\$ -	\$ 100	\$ 100	\$ 100	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,720</b>	<b>\$ 2,260</b>	<b>\$ 300</b>	<b>\$ 3,300</b>	<b>\$ 3,300</b>	<b>\$ 3,300</b>	<b>0.00%</b>
<b>TOTAL LAND USE DEPARTMENTS</b>		<b>\$ 432,700</b>	<b>\$ 463,000</b>	<b>\$ 477,468</b>	<b>\$ 431,839</b>	<b>\$ 464,041</b>	<b>\$ 454,670</b>	<b>5.29%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b><u>PROTECTION OF PERSONS AND PROPERTY</u></b>								
<b>POLICE DEPARTMENT</b>								
1300	Salaries	\$ 320,115	\$ 343,223	\$ 200,207	\$ 269,791	\$ 278,889	\$ 278,889	3.37%
1301	Wages	\$ 1,743,279	\$ 1,833,948	\$ 1,952,788	\$ 1,981,381	\$ 2,092,704	\$ 2,092,704	5.62%
1302	Expenses	\$ 198,083	\$ 142,069	\$ 177,093	\$ 212,200	\$ 217,450	\$ 214,450	1.06%
1303	Lease or Purchase of Cruisers	\$ 3,960	\$ 3,960	\$ 4,920	\$ 5,000	\$ 5,000	\$ 5,000	0.00%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1305	Minor Capital	\$ 17,483	\$ 7,150	\$ 19,966	\$ 11,000	\$ 20,702	\$ 11,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,282,920</b>	<b>\$ 2,330,350</b>	<b>\$ 2,354,972</b>	<b>\$ 2,479,372</b>	<b>\$ 2,614,745</b>	<b>\$ 2,602,043</b>	<b>4.95%</b>
<b>FIRE DEPARTMENT</b>								
1310	Salaries	\$ 117,048	\$ 184,836	\$ 235,000	\$ 238,928	\$ 260,754	\$ 260,754	9.13%
1311	Wages	\$ 880,306	\$ 903,135	\$ 929,402	\$ 997,894	\$ 1,051,432	\$ 1,051,432	5.37%
1312	Expenses	\$ 183,756	\$ 168,346	\$ 174,567	\$ 161,682	\$ 192,700	\$ 195,600	20.98%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,181,110</b>	<b>\$ 1,256,317</b>	<b>\$ 1,338,969</b>	<b>\$ 1,398,504</b>	<b>\$ 1,504,886</b>	<b>\$ 1,507,786</b>	<b>7.81%</b>
<b>GROTON WATER FIRE PROTECTION</b>								
1320	West Groton Water District	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ 1	0.00%
1321	Groton Water Department	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ 1	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2</b>	<b>\$ 2</b>	<b>\$ 2</b>	<b>0.00%</b>
<b>ANIMAL INSPECTOR</b>								
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%
1331	Expenses	\$ -	\$ -	\$ 125	\$ 400	\$ 400	\$ 400	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,082</b>	<b>\$ 2,082</b>	<b>\$ 2,207</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>0.00%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>ANIMAL CONTROL OFFICER</b>								
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%
1341	Expenses	\$ -	\$ -	\$ 125	\$ 400	\$ 400	\$ 400	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,082</b>	<b>\$ 2,082</b>	<b>\$ 2,207</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>0.00%</b>
<b>EMERGENCY MANAGEMENT AGENCY</b>								
1350	Salary	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.00%
1351	Expenses	\$ 8,755	\$ 6,068	\$ 12,500	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
1352	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 8,755</b>	<b>\$ 10,068</b>	<b>\$ 16,500</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>0.00%</b>
<b>DOG OFFICER</b>								
1360	Salary	\$ 15,000	\$ 15,000	\$ 14,503	\$ 15,000	\$ 15,000	\$ 15,000	0.00%
1361	Expenses	\$ 2,796	\$ 2,597	\$ 3,997	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 17,796</b>	<b>\$ 17,597</b>	<b>\$ 18,500</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>0.00%</b>
<b>POLICE &amp; FIRE COMMUNICATIONS</b>								
1370	Wages	\$ 353,427	\$ 337,559	\$ 409,095	\$ 415,137	\$ 470,925	\$ 470,925	13.44%
1371	Expenses	\$ 17,840	\$ 2,706	\$ 9,364	\$ 23,875	\$ 23,875	\$ 23,875	0.00%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 371,267</b>	<b>\$ 340,265</b>	<b>\$ 418,459</b>	<b>\$ 439,012</b>	<b>\$ 494,800</b>	<b>\$ 494,800</b>	<b>12.71%</b>
<b>TOTAL PROTECTION OF PERSONS AND PROPERTY</b>		<b>\$ 3,866,012</b>	<b>\$ 3,958,761</b>	<b>\$ 4,151,814</b>	<b>\$ 4,353,853</b>	<b>\$ 4,651,397</b>	<b>\$ 4,641,595</b>	<b>6.61%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>REGIONAL SCHOOL DISTRICT BUDGETS</b>								
<b>NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL</b>								
1400	Operating Expenses	\$ 557,295	\$ 728,802	\$ 688,273	\$ 807,474	\$ 810,037	\$ 810,037	0.32%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 557,295</b>	<b>\$ 728,802</b>	<b>\$ 688,273</b>	<b>\$ 807,474</b>	<b>\$ 810,037</b>	<b>\$ 810,037</b>	<b>0.32%</b>
<b>GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT</b>								
1410	Operating Expenses	\$ 21,512,094	\$ 22,063,256	\$ 22,727,239	\$ 23,481,350	\$ 24,702,380	\$ 24,319,318	3.57%
1411	Debt Service, Excluded	\$ -	\$ -	\$ -	\$ 485,426	\$ 422,713	\$ 422,713	-12.92%
1412	Debt Service, Unexcluded	\$ -	\$ -	\$ -	\$ 56,358	\$ 60,191	\$ 60,191	6.80%
1413	Out of District Placement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1414	Capital Assessment	\$ -	\$ 459,647	\$ 265,172	\$ 217,298	\$ 553,411	\$ 577,026	165.55%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 21,512,094</b>	<b>\$ 22,522,903</b>	<b>\$ 22,992,411</b>	<b>\$ 24,240,432</b>	<b>\$ 25,738,695</b>	<b>\$ 25,379,248</b>	<b>4.70%</b>
<b>TOTAL SCHOOLS</b>		<b>\$ 22,069,389</b>	<b>\$ 23,251,705</b>	<b>\$ 23,680,684</b>	<b>\$ 25,047,906</b>	<b>\$ 26,548,732</b>	<b>\$ 26,189,285</b>	<b>4.56%</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>								
<b>HIGHWAY DEPARTMENT</b>								
1500	Salaries	\$ 108,713	\$ 112,891	\$ 115,659	\$ 113,877	\$ 120,523	\$ 120,523	5.84%
1501	Wages	\$ 680,881	\$ 684,021	\$ 646,439	\$ 726,364	\$ 743,115	\$ 743,115	2.31%
1502	Expenses	\$ 136,024	\$ 132,550	\$ 125,643	\$ 136,900	\$ 136,900	\$ 136,900	0.00%
1503	Highway Maintenance	\$ 107,486	\$ 56,304	\$ 54,076	\$ 90,000	\$ 90,000	\$ 90,000	0.00%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,033,104</b>	<b>\$ 985,766</b>	<b>\$ 941,817</b>	<b>\$ 1,067,141</b>	<b>\$ 1,110,538</b>	<b>\$ 1,110,538</b>	<b>4.07%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>STREET LIGHTS</b>								
1510	Expenses	\$ 7,758	\$ 12,165	\$ 12,204	\$ 15,000	\$ 15,000	\$ 15,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 7,758</b>	<b>\$ 12,165</b>	<b>\$ 12,204</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>0.00%</b>
<b>SNOW AND ICE</b>								
1520	Expenses	\$ 172,169	\$ 148,927	\$ 137,133	\$ 165,000	\$ 165,000	\$ 165,000	0.00%
1521	Overtime	\$ 160,886	\$ 220,790	\$ 195,333	\$ 140,000	\$ 140,000	\$ 140,000	0.00%
1522	Hired Equipment	\$ 71,529	\$ 75,071	\$ 82,973	\$ 35,000	\$ 35,000	\$ 35,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 404,584</b>	<b>\$ 444,788</b>	<b>\$ 415,439</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>0.00%</b>
<b>TREE WARDEN BUDGET</b>								
1530	Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1531	Expenses	\$ 998	\$ 374	\$ 613	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
1532	Trees	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
1533	Tree Work	\$ 5,509	\$ 11,500	\$ 8,800	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 6,507</b>	<b>\$ 11,874</b>	<b>\$ 9,413</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>0.00%</b>
<b>MUNICIPAL BUILDING AND PROPERTY MAINTENANCE</b>								
1540	Wages	\$ 134,513	\$ 144,189	\$ 150,647	\$ 149,751	\$ 159,057	\$ 159,057	6.21%
1541	Expenses	\$ 269,507	\$ 256,829	\$ 275,040	\$ 270,950	\$ 270,950	\$ 270,950	0.00%
1542	Minor Capital	\$ 19,999	\$ 20,000	\$ 19,856	\$ 10,000	\$ 20,000	\$ 10,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 424,019</b>	<b>\$ 421,018</b>	<b>\$ 445,543</b>	<b>\$ 430,701</b>	<b>\$ 450,007</b>	<b>\$ 440,007</b>	<b>2.16%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>SOLID WASTE DISPOSAL</b>								
1550	Wages	\$ 129,746	\$ 134,303	\$ 138,484	\$ 142,722	\$ 150,995	\$ 150,995	5.80%
1551	Expenses	\$ 43,837	\$ 38,726	\$ 40,596	\$ 45,686	\$ 45,686	\$ 45,686	0.00%
1552	Tipping Fees	\$ 130,000	\$ 135,159	\$ 155,101	\$ 150,000	\$ 150,000	\$ 145,000	-3.33%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%
1554	Minor Capital	\$ 10,000	\$ 4,500	\$ 6,775	\$ 5,000	\$ 5,000	\$ 5,000	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 319,433</b>	<b>\$ 318,538</b>	<b>\$ 346,806</b>	<b>\$ 349,258</b>	<b>\$ 357,531</b>	<b>\$ 352,531</b>	<b>0.94%</b>
<b>PARKS DEPARTMENT</b>								
1560	Wages	\$ -	\$ -	\$ -	\$ 21,017	\$ 17,481	\$ 17,481	0.00%
1561	Expenses	\$ 65,759	\$ 30,452	\$ 42,793	\$ 55,759	\$ 55,759	\$ 55,759	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 65,759</b>	<b>\$ 30,452</b>	<b>\$ 42,793</b>	<b>\$ 76,776</b>	<b>\$ 73,240</b>	<b>\$ 73,240</b>	<b>-4.61%</b>
<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>		<b>\$ 2,261,164</b>	<b>\$ 2,224,601</b>	<b>\$ 2,214,015</b>	<b>\$ 2,293,376</b>	<b>\$ 2,360,816</b>	<b>\$ 2,345,816</b>	<b>2.29%</b>
<b><u>LIBRARY AND CITIZEN SERVICES</u></b>								
<b>COUNCIL ON AGING</b>								
1600	Salaries	\$ 76,834	\$ 77,802	\$ 88,447	\$ 80,747	\$ 85,855	\$ 85,855	6.33%
1601	Wages	\$ 64,866	\$ 67,975	\$ 72,037	\$ 72,429	\$ 121,590	\$ 121,590	67.87%
1602	Expenses	\$ 8,117	\$ 5,701	\$ 8,656	\$ 8,454	\$ 11,054	\$ 11,054	30.75%
1603	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 149,817</b>	<b>\$ 151,478</b>	<b>\$ 169,140</b>	<b>\$ 161,630</b>	<b>\$ 218,499</b>	<b>\$ 218,499</b>	<b>35.18%</b>

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>SENIOR CENTER VAN</b>								
1610	Wages	\$ 48,391	\$ 43,631	\$ 37,842	\$ 52,824	\$ 54,331	\$ 54,331	2.85%
1611	Expenses	\$ 8,268	\$ 6,723	\$ 5,126	\$ 12,673	\$ 16,673	\$ 13,673	7.89%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 56,659</b>	<b>\$ 50,354</b>	<b>\$ 42,968</b>	<b>\$ 65,497</b>	<b>\$ 71,004</b>	<b>\$ 68,004</b>	<b>3.83%</b>
<b>VETERAN'S SERVICE OFFICER</b>								
1620	Salary	\$ 5,000	\$ 4,615	\$ 5,000	\$ 6,200	\$ 6,000	\$ 6,000	-3.23%
1621	Expenses	\$ 514	\$ 69	\$ -	\$ 1,100	\$ 1,100	\$ 1,100	0.00%
1622	Veterans' Benefits	\$ 39,373	\$ 38,137	\$ 24,009	\$ 37,000	\$ 37,000	\$ 30,000	-18.92%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>DEPARTMENT TOTAL</b>		<b>\$ 44,887</b>	<b>\$ 42,821</b>	<b>\$ 29,009</b>	<b>\$ 44,300</b>	<b>\$ 44,100</b>	<b>\$ 37,100</b>	<b>-16.25%</b>
<b>GRAVES REGISTRATION</b>								
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	0.00%
1631	Expenses	\$ 756	\$ 760	\$ 760	\$ 760	\$ 760	\$ 760	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,006</b>	<b>\$ 1,010</b>	<b>\$ 1,010</b>	<b>\$ 1,010</b>	<b>\$ 1,010</b>	<b>\$ 1,010</b>	<b>0.00%</b>
<b>CARE OF VETERAN GRAVES</b>								
1640	Contract Expenses	\$ 1,550	\$ -	\$ 1,550	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,550</b>	<b>\$ -</b>	<b>\$ 1,550</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>0.00%</b>
<b>OLD BURYING GROUND COMMITTEE</b>								
1650	Expenses	\$ -	\$ -	\$ -	\$ 800	\$ 800	\$ 800	0.00%
<b>DEPARTMENTAL TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>0.00%</b>



LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>LIBRARY</b>								
1660	Salary	\$ 380,525	\$ 396,760	\$ 418,095	\$ 412,593	\$ 428,544	\$ 428,544	3.87%
1661	Wages	\$ 304,798	\$ 275,513	\$ 267,060	\$ 334,389	\$ 342,055	\$ 342,055	2.29%
1662	Expenses	\$ 198,474	\$ 153,507	\$ 123,040	\$ 205,304	\$ 217,697	\$ 217,697	6.04%
1663	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<hr/>								
DEPARTMENTAL TOTAL		\$ 883,797	\$ 825,780	\$ 808,195	\$ 952,286	\$ 988,296	\$ 988,296	3.78%
<b>COMMEMORATIONS &amp; CELEBRATIONS</b>								
1670	Expenses	\$ 500	\$ -	\$ 86	\$ 500	\$ 500	\$ 500	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<hr/>								
DEPARTMENTAL TOTAL		\$ 500	\$ -	\$ 86	\$ 500	\$ 500	\$ 500	0.00%
<b>WATER SAFETY</b>								
1680	Wages	\$ 2,966	\$ 1,900	\$ 932	\$ 4,200	\$ 4,418	\$ 4,418	5.19%
1681	Expenses and Minor Capital	\$ 25,766	\$ 17,520	\$ 5,304	\$ 2,732	\$ 32,907	\$ 2,907	6.41%
1682	Property Maint. & Improvements	\$ 7,695	\$ -	\$ 2,900	\$ 9,000	\$ 9,000	\$ 9,000	0.00%
<hr/>								
DEPARTMENTAL TOTAL		\$ 36,427	\$ 19,420	\$ 9,136	\$ 15,932	\$ 46,325	\$ 16,325	2.47%
<b>WEED MANAGEMENT</b>								
1690	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 6,370	\$ 2,497	\$ 17,566	\$ 22,000	\$ 22,000	\$ 22,000	0.00%
1692	Expenses: Great Lakes	\$ 2,385	\$ -	\$ 50	\$ 2,385	\$ 12,385	\$ 12,385	419.29%
<hr/>								
DEPARTMENTAL TOTAL		\$ 8,755	\$ 2,497	\$ 17,616	\$ 24,385	\$ 34,385	\$ 34,385	41.01%

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>GROTON COUNTRY CLUB</b>								
1700	Salary	\$ 150,373	\$ 157,092	\$ 161,609	\$ 161,920	\$ 170,414	\$ 170,414	5.25%
1701	Wages	\$ 119,626	\$ 119,899	\$ 118,025	\$ 150,000	\$ 193,000	\$ 193,000	28.67%
1702	Expenses	\$ 150,837	\$ 133,953	\$ 163,421	\$ 136,000	\$ 162,250	\$ 162,250	19.30%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<hr/>								
DEPARTMENTAL TOTAL		\$ 420,836	\$ 410,944	\$ 443,055	\$ 447,920	\$ 525,664	\$ 525,664	17.36%
<hr/>								
TOTAL LIBRARY AND CITIZEN SERVICES		\$ 1,604,234	\$ 1,504,304	\$ 1,521,765	\$ 1,715,760	\$ 1,932,083	\$ 1,892,083	10.28%
<hr/>								
<b>DEBT SERVICE</b>								
<hr/>								
2000	Long Term Debt - Principal Excluded	\$ 722,250	\$ 1,054,090	\$ 1,154,393	\$ 1,070,000	\$ 1,300,000	\$ 1,300,000	21.50%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ -	\$ -	\$ 159,154	\$ 158,786	\$ 158,786	-0.23%
2002	Long Term Debt - Interest - Excluded	\$ 325,402	\$ 454,453	\$ 598,828	\$ 586,908	\$ 1,208,202	\$ 1,208,202	105.86%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ -	\$ -	\$ 88,007	\$ 82,021	\$ 82,021	-6.80%
2004	Short Term Debt - Principal - Town	\$ -	\$ -	\$ -	\$ 85,174	\$ 85,174	\$ 85,174	0.00%
2005	Short Term Debt - Interest - Town	\$ 100,885	\$ 95,648	\$ 8,958	\$ 6,800	\$ 5,075	\$ 5,075	-25.37%
<hr/>								
DEPARTMENTAL TOTAL		\$ 1,148,537	\$ 1,604,191	\$ 1,762,179	\$ 1,996,043	\$ 2,839,258	\$ 2,839,258	42.24%
<hr/>								
TOTAL DEBT SERVICE		\$ 1,148,537	\$ 1,604,191	\$ 1,762,179	\$ 1,996,043	\$ 2,839,258	\$ 2,839,258	42.24%

LINE	DEPARTMENT/DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 APPROPRIATED	FY 2023 DEPARTMENT REQUEST	FY 2023 TOWN MANAGER BUDGET	PERCENT CHANGE
<b>EMPLOYEE BENEFITS</b>								
<b>EMPLOYEE BENEFITS</b>								
GENERAL BENEFITS								
3000	County Retirement	\$ 2,081,699	\$ 1,973,053	\$ 2,090,289	\$ 2,385,255	\$ 2,538,910	\$ 2,538,910	6.44%
3001	OPEB Unfunded Liability	\$ 100,000	\$ 169,000	\$ 177,094	\$ 177,094	\$ 187,553	\$ 181,000	2.21%
3002	Unemployment	\$ 2,585	\$ 1,960	\$ 10,008	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
INSURANCE								
3010	Health Insurance/Employee Expenses	\$ 1,408,012	\$ 1,578,803	\$ 1,723,423	\$ 1,860,544	\$ 2,183,767	\$ 1,952,295	4.93%
3011	Life Insurance	\$ 3,293	\$ 3,629	\$ 3,598	\$ 3,700	\$ 3,820	\$ 3,820	3.24%
3012	Medicare/Social Security	\$ 123,246	\$ 130,034	\$ 132,408	\$ 135,000	\$ 138,400	\$ 138,400	2.52%
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DEPARTMENTAL TOTAL		\$ 3,718,835	\$ 3,856,479	\$ 4,136,820	\$ 4,571,593	\$ 5,062,450	\$ 4,824,425	5.53%
TOTAL EMPLOYEE BENEFITS		\$ 3,718,835	\$ 3,856,479	\$ 4,136,820	\$ 4,571,593	\$ 5,062,450	\$ 4,824,425	5.53%
GRAND TOTAL - TOWN BUDGET		\$ 37,038,700	\$ 38,754,618	\$ 39,922,578	\$ 42,579,744	\$ 46,137,255	\$ 45,457,457	6.76%

## FISCAL YEAR 2023 LEVY LIMIT CALCULATION

Revised: 3/10/2022

### I. TO CALCULATE THE FY 2022 LEVY LIMIT

A.	FY 2021 LEVY LIMIT	\$	32,985,370	
A1.	ADD AMENDED FY 2021 NEW GROWTH	\$	-	
B.	ADD TWO AND ONE HALF PERCENT	\$	824,634	
C.	ADD FY 2022 NEW GROWTH	\$	347,620	
D.	ADD FY 2022 OVERRIDE	\$	-	
E.	FY 2022 SUBTOTAL	\$	34,157,624	\$ 34,157,624
				FY 2022 LEVY LIMIT
F.	FY 2022 LEVY CEILING	\$	49,501,872	

### II. TO CALCULATE THE FY 2023 LEVY LIMIT

A.	FY 2022 LEVY LIMIT	\$	34,157,624	
A1.	ADD AMENDED FY 2022 NEW GROWTH	\$	-	
B.	ADD TWO AND ONE HALF PERCENT	\$	853,941	
C.	ADD FY 2023 NEW GROWTH	\$	257,850	
D.	ADD FY 2023 OVERRIDE			
E.	FY 2023 SUBTOTAL	\$	35,269,414	\$ 35,269,414
				FY 2023 LEVY LIMIT
F.	FY 2023 LEVY CEILING	\$	49,501,872	

Revised: 3/10/2022

## **TOWN OF GROTON, MASSACHUSETTS FY 2023 TOTAL TAX LEVY CALCULATION**

<b>FY 2023 LEVY LIMIT</b>	<b>\$</b>	<b>35,269,414</b>
CAPITAL EXCLUSION	\$	-
DEBT EXCLUSION - TOWN	\$	2,508,202
FY 2023 EXCLUDED BOND REDUCTION	\$	(1,424)
DEBT EXCLUSION - SEWER	\$	-
DEBT EXCLUSION - WATER	\$	-
DEBT EXCLUSION - GDRSD	\$	422,713
<b>SUB-TOTAL - EXCLUSIONS</b>	<b>\$</b>	<b>2,929,491</b>
<b>TOTAL TAX LEVY</b>	<b>\$</b>	<b>38,198,905</b>

Revised: 3/10/2022

**TOWN OF GROTON  
FISCAL YEAR 2023  
REVENUE ESTIMATES**

	BUDGETED FY 2022	ESTIMATED FY 2023	CHANGE
PROPERTY TAX REVENUE	\$ 34,157,624	\$ 35,269,414	\$ 1,111,791
DEBT EXCLUSIONS	\$ 2,140,460	\$ 2,929,491	\$ 789,031
CHERRY SHEET - STATE AID	\$ 1,014,099	\$ 1,023,974	\$ 9,875
UNEXPENDED TAX CAPACITY	\$ 20,933	\$ -	\$ (20,933)
<b>LOCAL RECEIPTS:</b>			
General Revenue:			
Motor Vehicle Excise Taxes	\$ 1,738,094	\$ 1,783,620	\$ 45,526
Meals Tax and Room Occupancy Tax	\$ 250,000	\$ 350,000	\$ 100,000
Penalties & Interest on Taxes	\$ 120,000	\$ 110,000	\$ (10,000)
Payments in Lieu of Taxes	\$ 265,000	\$ 300,000	\$ 35,000
Other Charges for Services	\$ 82,000	\$ 90,000	\$ 8,000
Fees	\$ 340,000	\$ 350,000	\$ 10,000
Rentals	\$ 28,000	\$ 28,000	\$ -
Library Revenues	\$ -	\$ -	\$ -
Other Departmental Revenue	\$ 775,000	\$ 980,000	\$ 205,000
Licenses and Permits	\$ 300,000	\$ 300,000	\$ -
Fines and Forfeits	\$ 20,000	\$ 20,000	\$ -
Investment Income	\$ 40,000	\$ 50,000	\$ 10,000
Recreation Revenues	\$ 600,000	\$ 600,000	\$ -
Miscellaneous Non-Recurring	\$ -	\$ -	\$ -
Sub-total - General Revenue	\$ 4,558,094	\$ 4,961,620	\$ 403,526
Other Revenue:			
Free Cash	\$ 467,679	\$ 618,051	\$ 150,372
Capital Stabilization Fund for GDRSD	\$ 217,298	\$ 577,026	\$ 359,728
Stabilization Fund for Tax Rate Relief	\$ -	\$ -	\$ -
Capital Asset Stabilization Fund	\$ 475,000	\$ 553,000	\$ 78,000
EMS/Conservation Fund Receipts Reserve	\$ 300,000	\$ -	\$ (300,000)
Community Preservation Funds	\$ -	\$ -	\$ -
Water Department Surplus	\$ -	\$ -	\$ -
Sewer Department Surplus	\$ -	\$ -	\$ -
Insurance Reimbursements	\$ -	\$ -	\$ -
Bond Surplus Transfer	\$ -	\$ 15,224	\$ 15,224
Coronavirus Recovery Funds	\$ 90,000	\$ 328,588	\$ 238,588
Sub-total - Other Revenue	\$ 1,549,977	\$ 2,091,889	\$ 541,912
WATER DEPARTMENT ENTERPRISE	\$ 1,404,564	\$ 1,630,369	\$ 225,806
SEWER DEPARTMENT ENTERPRISE	\$ 798,860	\$ 835,194	\$ 36,334
LOCAL ACCESS CABLE ENTERPRISE	\$ 215,905	\$ 218,217	\$ 2,312
FOUR CORNER SEWER ENTERPRISE	\$ 68,769	\$ 78,838	\$ 10,069
STORMWATER UTILITY ENTERPRISE	\$ 209,753	\$ 214,155	\$ 4,402
<b>TOTAL ESTIMATED REVENUE</b>	<b>\$ 45,929,284</b>	<b>\$ 49,253,162</b>	<b>\$ 3,323,877</b>

**TOWN OF GROTON  
FISCAL YEAR 2023  
TAX LEVY CALCULATIONS**

**Revised: 3/10/2022**

**FY 2023 PROPOSED EXPENDITURES**

**TOWN MANAGER - Proposed Budget**

General Government	\$	2,270,325
Land Use Departments	\$	454,670
Protection of Persons and Property	\$	4,641,595
Regional School Districts	\$	26,189,285
Department of Public Works	\$	2,345,816
Library and Citizen Services	\$	1,892,083
Debt Service	\$	2,839,258
Employee Benefits	\$	4,824,425

**Sub-Total - Operating Budget** \$ 45,457,457

A. TOTAL DEPARTMENTAL BUDGET REQUESTS	\$	45,457,457
B. CAPITAL BUDGET REQUESTS	\$	743,000
C. ENTERPRISE FUND REQUESTS	\$	2,685,109
D. COMMUNITY PRESERVATION REQUEST		

**OTHER AMOUNTS TO BE RAISED**

1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	-
5. Total cherry sheet offsets	\$	22,346
6. Revenue deficits	\$	-
7. Offset Receipts	\$	-
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	100,000
10. Other		

E. TOTAL OTHER AMOUNTS TO BE RAISED	\$	122,346
F. STATE AND COUNTY CHERRY SHEET CHARGES	\$	95,249
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS	\$	150,000

**TOTAL PROPOSED EXPENDITURES** \$ 49,253,162

**FY 2023 ESTIMATED RECEIPTS**

ESTIMATED TAX LEVY			
Levy Limit	\$	35,269,414	
Debt Exclusion	\$	2,929,491	
A. ESTIMATED TAX LEVY		\$	38,198,905
B. CHERRY SHEET ESTIMATED RECEIPTS		\$	1,023,974
C. LOCAL RECEIPTS NOT ALLOCATED		\$	4,961,620
D. OFFSET RECEIPTS		\$	-
E. ENTERPRISE FUNDS		\$	2,976,773
F. COMMUNITY PRESERVATION FUNDS		\$	-
G. FREE CASH		\$	618,051
OTHER AVAILABLE FUNDS			
1. Stabilization Fund	\$	-	
2. Capital Asset Fund	\$	553,000	
3. GDRSD Capital Asset Fund	\$	577,026	
4. EMS/Conservation Fund	\$	-	
5. Bond Surplus Transfer	\$	15,224	
6. Coronavirus Recovery Funds	\$	328,588	
H. OTHER AVAILABLE FUNDS		\$	1,473,838
TOTAL ESTIMATED RECEIPTS		\$	49,253,162
FY 2023 SURPLUS/(DEFICIT)		\$	0



Revised: 3/10/2022

**TOWN OF GROTON, MASSACHUSETTS  
DEPARTMENT OF REVENUE  
TAX RATE RECAPITULATION**

**FISCAL YEAR 2023**

**I. TAX RATE SUMMARY**

1a. Total amount to be raised (from IIe)	\$ 49,253,161.75
1b. Total estimated receipts and other revenue sources (from IIIe)	\$ 11,054,256.48
1c. Tax levy (1a minus 1b)	\$ 38,198,905.28
1d. Distribution of Tax Rates and Levies	

CLASS	( b ) Levy Percentage (from LA -5)	( c ) IC above times each percent in col ( b )	( d ) Valuation by Class (from LA - 4)	( e ) Tax Rates ( c ) x ( d ) x 1000	( f ) Levy by Class ( d ) x ( e ) /1000
RESIDENTIAL	94.3022%	\$ 36,022,425.67	\$ 2,004,265,680.00	\$ 17.97	\$ 36,022,425.67
NET OF EXEMPT					\$ -
OPEN SPACE	0.0000%	\$ -	\$ -		\$ -
COMMERCIAL	3.8068%	\$ 1,454,172.04	\$ 80,909,241.00	\$ 17.97	\$ 1,454,172.04
NET OF EXEMPT					\$ -
INDUSTRIAL	0.6846%	\$ 261,517.98	\$ 14,550,700.00	\$ 17.97	\$ 261,517.98
SUBTOTAL	98.7937%		\$ 2,099,725,621.00		\$ 37,738,115.69
PERSONAL	1.2063%	\$ 460,789.58	\$ 25,638,050.00	\$ 17.97	\$ 460,789.58
TOTAL	100.0000%		\$ 2,125,363,671.00		\$ 38,198,905.28

**TAX RATE RECAPITULATION  
GROTON**

**FISCAL YEAR 2023**

**II. AMOUNTS TO BE RAISED**

II a. Appropriations \$ 48,885,567

II b. Other amounts to be raised

1. Amounts certified for tax title purposes	\$ -
2. Debt and interest charges not included	\$ -
3. Final court judgments	\$ -
4. Total overlay deficits of prior years	\$ -
5. Total cherry sheet offsets	\$ 22,346
6. Revenue deficits	\$ -
7. Offset receipts deficits	\$ -
8. Authorized Deferral of Teachers' Pay	\$ -
9. Snow and Ice deficit	\$ 100,000
10. Other	

TOTAL II b. \$ 122,346

II c. State and County Cherry Sheet Charges \$ 95,249

II d. Allowance for Abatements and Exemptions (overlay) \$ 150,000

**II e. TOTAL AMOUNT TO BE RAISED \$ 49,253,162**

### III. Estimated Receipts and Other Revenue Sources

#### III a. Estimated Receipts - State

1. Cherry Sheet Estimated Receipts	\$	1,023,974	
2. Massachusetts School Building Authority Payments	\$	-	
TOTAL III a.		\$	1,023,974

#### III b. Estimated Receipts - Local

1. Local Receipts Not Allocated	\$	4,961,620	
2. Offset Receipts	\$	-	
3. Enterprise Funds	\$	2,976,773	
4. Community Preservation Funds	\$	-	
5. Coronavirus Recovery Funds	\$	328,588	
TOTAL III b.		\$	8,266,981

#### III c. Revenue Sources Appropriated for Particular Purposes

1. Free Cash	\$	618,051	
2. Other Available Funds	\$	1,145,250	
TOTAL III c.		\$	1,763,301

#### III d. Other Revenue Sources Appropriated Specifically to Reduce the Tax Rate

1a. Free Cash...appropriated on or before June 30, 2020			
1b. Free Cash...appropriated on or after July 1, 2020			
2. Municipal Light Source			
3. Teachers' Pay Deferral			
4. Other Source:			
TOTAL III d.		\$	-

III e. Total Estimated Receipts and Other Revenue Sources		\$	11,054,256
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### IV. Summary of Total Amount to be Raised and Total Receipts from All Sources

a. Total Amount to be Raised		\$	49,253,162
b. Total Estimated Receipts and Other Revenue Sources	\$	11,054,256	
c. Total Real and Personal Property Tax Levy	\$	38,198,905	
d. Total Receipts from All Sources		\$	49,253,162

**TAX RATE RECAPITULATION  
GROTON**

**FISCAL YEAR 2023**

**LOCAL RECEIPTS NOT ALLOCATED**

		<b>BUDGETED RECEIPTS FY 2021</b>	<b>ESTIMATED RECEIPTS FY 2022</b>
		<hr/>	<hr/>
1	MOTOR VEHICLE EXCISE	\$ 1,738,094	\$ 1,783,620
2	OTHER EXCISE	\$ 250,000	\$ 350,000
3	PENALTIES AND INTEREST ON TAXES	\$ 120,000	\$ 110,000
4	PAYMENTS IN LIEU OF TAXES	\$ 265,000	\$ 300,000
5	CHARGES FOR SERVICES - WATER	\$ -	\$ -
6	CHARGES FOR SERVICES - SEWER	\$ -	\$ -
7	CHARGES FOR SERVICES - HOSPITAL	\$ -	\$ -
8	CHARGES FOR SERVICES - TRASH DISPOSAL	\$ -	\$ -
9	OTHER CHARGES FROM SERVICES	\$ 82,000	\$ 90,000
10	FEES	\$ 340,000	\$ 350,000
11	RENTAL	\$ 28,000	\$ 28,000
12	DEPARTMENTAL REVENUE - SCHOOLS	\$ -	\$ -
13	DEPARTMENTAL REVENUE - LIBRARIES	\$ -	\$ -
14	DEPARTMENTAL REVENUE - CEMETERIES	\$ -	\$ -
15	DEPARTMENTAL REVENUE - RECREATION	\$ 600,000	\$ 600,000
16	OTHER DEPARTMENTAL REVENUE	\$ 775,000	\$ 980,000
17	LICENSES AND PERMITS	\$ 300,000	\$ 300,000
18	SPECIAL ASSESSMENTS	\$ -	\$ -
19	FINES AND FORFEITS	\$ 20,000	\$ 20,000
20	INVESTMENT INCOME	\$ 40,000	\$ 50,000
21	MISCELLANEOUS RECURRING	\$ -	\$ -
22	MISCELLANEOUS NON-RECURRING	\$ -	\$ -
	<b>TOTAL</b>	<b>\$ 4,558,094</b>	<b>\$ 4,961,620</b>

Revised: 3/10/2022

## Operating Budget Comparison - Fiscal Year 2022 Vs. Fiscal Year 2023

<u>Category</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,169,373	\$ 2,270,325	\$ 100,952	4.65%
Land Use	\$ 431,839	\$ 454,670	\$ 22,831	5.29%
Protection of Persons and Property	\$ 4,353,853	\$ 4,641,595	\$ 287,742	6.61%
Department of Public Works	\$ 2,293,376	\$ 2,345,816	\$ 52,440	2.29%
Library and Citizen Services	\$ 1,715,760	\$ 1,892,083	\$ 176,323	10.28%
<b>Sub-Total - Wages and Expenses</b>	<b>\$ 10,964,202</b>	<b>\$ 11,604,489</b>	<b>\$ 640,287</b>	<b>5.84%</b>
Debt Service	\$ 1,996,043	\$ 2,839,258	\$ 843,215	42.24%
Employee Benefits	\$ 4,571,593	\$ 4,824,425	\$ 252,832	5.53%
<b>Sub-Total - All Municipal</b>	<b>\$ 17,531,838</b>	<b>\$ 19,268,172</b>	<b>\$ 1,736,334</b>	<b>9.90%</b>
Nashoba Tech	\$ 807,474	\$ 810,037	\$ 2,563	0.32%
Groton-Dunstable Operating	\$ 23,481,350	\$ 24,319,318	\$ 837,968	3.57%
Groton-Dunstable Excluded Debt	\$ 485,426	\$ 422,713	\$ (62,713)	-12.92%
Groton-Dunstable Debt	\$ 56,358	\$ 60,191	\$ 3,833	6.80%
Groton Dunstable Capital	\$ 217,298	\$ 577,026	\$ 359,728	165.55%
<b>Sub-Total - Education</b>	<b>\$ 25,047,906</b>	<b>\$ 26,189,285</b>	<b>\$ 1,141,379</b>	<b>4.56%</b>
<b>Grand Total - Town Budget</b>	<b>\$ 42,579,744</b>	<b>\$ 45,457,457</b>	<b>\$ 2,877,713</b>	<b>6.76%</b>

Revised: 3/10/2022

## Operating Budget Comparison - Fiscal Year 2022 Vs. Fiscal Year 2023

<u>Category</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,169,373	\$ 2,270,325	\$ 100,952	4.65%
Land Use	\$ 431,839	\$ 454,670	\$ 22,831	5.29%
Protection of Persons and Property	\$ 4,353,853	\$ 4,641,595	\$ 287,742	6.61%
Department of Public Works	\$ 2,293,376	\$ 2,345,816	\$ 52,440	2.29%
Library and Citizen Services	\$ 1,715,760	\$ 1,892,083	\$ 176,323	10.28%
Employee Benefits	\$ 4,571,593	\$ 4,824,425	\$ 252,832	5.53%
<b>Sub-Total</b>	<b>\$ 15,535,795</b>	<b>\$ 16,428,914</b>	<b>\$ 893,119</b>	<b>5.75%</b>
Debt Service - Excluded	\$ 1,656,908	\$ 2,508,202	\$ 851,294	51.38%
Debt Service - In Levy Only	\$ 339,135	\$ 331,056	\$ (8,079)	-2.38%
<b>Sub-Total - All Municipal</b>	<b>\$ 17,531,838</b>	<b>\$ 19,268,172</b>	<b>\$ 1,736,334</b>	<b>9.90%</b>
Nashoba Tech	\$ 807,474	\$ 810,037	\$ 2,563	0.32%
Groton-Dunstable Operating	\$ 23,481,350	\$ 24,319,318	\$ 837,968	3.57%
Groton-Dunstable Excluded Debt	\$ 485,426	\$ 422,713	\$ (62,713)	-12.92%
Groton-Dunstable Debt	\$ 56,358	\$ 60,191	\$ 3,833	6.80%
Groton Dunstable Capital	\$ 217,298	\$ 577,026	\$ 359,728	165.55%
<b>Sub-Total - Education</b>	<b>\$ 25,047,906</b>	<b>\$ 26,189,285</b>	<b>\$ 1,141,379</b>	<b>4.56%</b>
<b>Grand Total - Town Budget</b>	<b>\$ 42,579,744</b>	<b>\$ 45,457,457</b>	<b>\$ 2,877,713</b>	<b>6.76%</b>

Revised: 3/10/2022

## Operating Budget Comparison - Fiscal Year 2022 Vs. Fiscal Year 2023

<u>Category</u>		<u>FY 2022</u>		<u>FY 2023</u>		<u>Dollar Difference</u>	<u>Percentage Change</u>
Municipal Wages	\$	8,105,533	\$	8,627,258	\$	521,725	6.44%
Employee Benefits	\$	4,571,593	\$	4,824,425	\$	252,832	5.53%
<b>Sub-Total - Wages and Benefits</b>	<b>\$</b>	<b>12,677,126</b>	<b>\$</b>	<b>13,451,683</b>	<b>\$</b>	<b>774,557</b>	<b>6.11%</b>
Municipal Expenses	\$	2,858,669	\$	2,977,231	\$	118,562	4.15%
<b>Sub-Total -</b>	<b>\$</b>	<b>15,535,795</b>	<b>\$</b>	<b>16,428,914</b>	<b>\$</b>	<b>893,119</b>	<b>5.75%</b>
Debt Service - In-Levy Only	\$	339,135	\$	331,056	\$	(8,079)	-2.38%
<b>Total - All Municipal</b>	<b>\$</b>	<b>15,874,930</b>	<b>\$</b>	<b>16,759,970</b>	<b>\$</b>	<b>885,040</b>	<b>5.58%</b>
Nashoba Tech	\$	807,474	\$	810,037	\$	2,563	0.32%
Groton-Dunstable Operating	\$	23,481,350	\$	24,319,318	\$	837,968	3.57%
Groton-Dunstable Debt	\$	56,358	\$	60,191	\$	3,833	6.80%
.							
<b>Sub-Total - Education</b>	<b>\$</b>	<b>24,345,182</b>	<b>\$</b>	<b>25,189,546</b>	<b>\$</b>	<b>844,364</b>	<b>3.47%</b>
<b>Grand Total - Town Budget</b>	<b>\$</b>	<b>40,220,112</b>	<b>\$</b>	<b>41,949,516</b>	<b>\$</b>	<b>1,729,404</b>	<b>4.30%</b>

<u>Line Item</u>	<u>Department/Description</u>	<u>Original Proposed</u>	<u>Funding From Taxation</u>	<u>Funding From Free Cash</u>	<u>Funding From ARPA</u>	<u>FinCom Approved</u>
1030	Town Manager - Salaries	\$ 227,960	\$ 11,234	\$ 1,137	\$ 1,000	\$ 241,331
1031	Town Manager - Wages	\$ 114,323	\$ 3,028	\$ 1,872	\$ -	\$ 119,223
1050	Town Accountant - Salaries	\$ 97,333	\$ 2,370	\$ 1,422	\$ -	\$ 101,125
1051	Town Accountant - Wages	\$ 50,860	\$ 1,268	\$ 778	\$ -	\$ 52,906
1060	Board of Assessors - Salaries	\$ 82,000	\$ 2,050	\$ 1,230	\$ -	\$ 85,280
1061	Board of Assessors - Wages	\$ 62,995	\$ 1,587	\$ 969	\$ -	\$ 65,551
1070	Town Treasurer - Salaries	\$ 134,173	\$ 3,301	\$ 1,981	\$ -	\$ 139,455
1071	Town Treasurer - Wages	\$ 76,157	\$ 1,793	\$ 1,092	\$ -	\$ 79,042
1090	Human Resources - Salary	\$ 83,638	\$ 2,091	\$ 1,255	\$ 1,000	\$ 87,984
1100	Information Technology - Salary	\$ 116,329	\$ 2,907	\$ 1,745	\$ 1,000	\$ 121,981
1101	Information Technology - Wages	\$ 58,882	\$ 1,482	\$ 905	\$ -	\$ 61,269
1130	Town Clerk - Salaries	\$ 91,748	\$ 2,293	\$ 1,376	\$ -	\$ 95,417
1131	Town Clerk - Wages	\$ 71,084	\$ 1,545	\$ 959	\$ -	\$ 73,588
1200	Conservation Commission - Salary	\$ 70,165	\$ 1,754	\$ 1,052	\$ 1,000	\$ 73,971
1210	Planning Board - Salary	\$ 84,843	\$ 2,121	\$ 1,272	\$ 1,000	\$ 89,236
1240	Building Inspector - Salary	\$ 94,300	\$ 2,358	\$ 1,415	\$ 1,000	\$ 99,073
1241	Building Inspector - Wages	\$ 56,501	\$ 1,399	\$ 869	\$ -	\$ 58,769
1300	Police Department - Salaries	\$ 271,906	\$ 3,000	\$ 3,983	\$ -	\$ 278,889
1301	Police Department - Wages	\$ 1,965,660	\$ 87,402	\$ 39,643	\$ -	\$ 2,092,705
1310	Fire Department - Salaries	\$ 253,900	\$ 3,000	\$ 3,854	\$ -	\$ 260,754
1311	Fire Department - Wages	\$ 1,080,469	\$ 26,554	\$ 13,716	\$ -	\$ 1,051,432
1312	Fire Department - Expenses	\$ 192,700	\$ 4,400	\$ -	\$ -	\$ 195,600
1370	Communications - Wages	\$ 475,122	\$ -	\$ -	\$ -	\$ 470,925
1500	Highway Department - Salaries	\$ 114,984	\$ 2,837	\$ 1,702	\$ 1,000	\$ 120,523
1501	Highway Department - Wages	\$ 715,295	\$ 17,226	\$ 10,594	\$ -	\$ 743,115
1540	Municipal Building - Wages	\$ 153,132	\$ 3,675	\$ 2,250	\$ -	\$ 159,057
1550	Solid Waste Disposal - Wages	\$ 145,394	\$ 3,466	\$ 2,135	\$ -	\$ 150,995
1560	Parks Department - Wages	\$ 16,803	\$ 420	\$ 258	\$ -	\$ 17,481
1600	Council on Aging - Salaries	\$ 81,600	\$ 2,000	\$ 1,255	\$ 1,000	\$ 85,855
1601	Council on Aging - Wages	\$ 116,760	\$ 2,735	\$ 1,680	\$ -	\$ 104,536
1610	Senior Center Van - Wages	\$ 52,521	\$ 1,310	\$ 500	\$ -	\$ 54,331
1660	Library - Salary	\$ 410,455	\$ 9,592	\$ 8,497	\$ -	\$ 428,544
1661	Library - Wages	\$ 330,093	\$ 7,751	\$ 4,211	\$ -	\$ 342,055
1700	Groton Country Club - Salary	\$ 166,977	\$ -	\$ 2,437	\$ 1,000	\$ 170,414
3001	OPEB Unfunded Liability	\$ 187,553	\$ -	\$ -	\$ -	\$ 181,000
3010	Health Insurance	\$ 2,183,767	\$ -	\$ -	\$ -	\$ 1,952,295
1400	Nashoba Tech Assessment	\$ 827,661	\$ -	\$ -	\$ -	\$ 810,037
1410	Groton Dunstable Regional School Assessment	\$ 24,238,580	\$ -	\$ -	\$ -	\$ 24,319,318
1414	Groton Dunstable Regional School Capital	\$ 553,411	\$ -	\$ -	\$ -	\$ 577,026
<b>Budget Adjustments</b>			<b>\$ 219,949</b>	<b>\$ 118,044</b>	<b>\$ 9,000</b>	





## TOWN OF GROTON

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

## Select Board

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

**Town Manager**  
Mark W. Haddad

March 24, 2022

### **BY EMAIL**

Mr. Michael Busby, Relationship Manager  
Massachusetts Housing Finance Agency  
One Beacon Street  
Boston, MA 02108

RE: Proposed 40B-Heritage Landing  
Groton, MA  
MH ID No. 1137

Dear Mr. Busby:

The Groton Select Board has reviewed the developer's February 2, 2022 revised 40-B Heritage Landing application, and has discussed the matter at a public meeting on February 14, 2022. The Board has also invited both Department Heads and the public to submit comments that we are now submitting to you for your attention and consideration.

In support of this application, the Select Board notes the following benefits of the proposal:

1. It will produce 10 units of deed restricted affordable housing to be added to the SHI List;
2. The 30 units of market rate housing of moderate size (1,700 square feet) will provide housing at a price point lower than other new construction in Groton.
3. All units will have a first-floor bedroom which provides a degree of accessibility for seniors and others who have difficulty negotiating stairs;
4. The development will have 10 units that are handicapped accessible;
5. Future residents of this development may benefit from proximity to the recreational offerings of the nearby Cow Pond Brook Road ball fields.

The Select Board believes this property is a marginal location for family housing and has concerns over the following issues:

1. The site was previously a commercially graveled operation. The extent to which the gravel operation dug was so deep that it intercepted ground water. Locating housing that may be vulnerable to flooding is not in the interest of first-time moderate-income homebuyers who can least afford to address this issue if and when it arises.
2. The development will be located in immediate proximity to the Groton Police Department's active outdoor shooting range.
3. The Town of Groton has entered into a long-term lease with a commercial composting facility. This facility is located near the proposed development, thus the traffic and smell from the operation may potentially impact the daily lives of the residents.
4. The Town's DPW Facility and Transfer Station is also near this property. Daily truck trips by our fleet will occur with high frequency. 24/7 truck operations will occur throughout the snow season even in the middle of the night. In addition, the Transfer Station generates hundreds of car and truck trips past the entrance to the proposed site.
5. The former Town Landfill also is in immediate proximity to the proposed development. It is now covered with hundreds of large scale commercial solar panels creating an attractive nuisance.
6. The location of this proposed development is near the end of a very long dead end road. It is located along the Town border of both Tyngsborough and Westford. This is a long distance from our Police, Fire and EMS should an emergency arise.
7. There are no services within miles of this location. Nor is there any private or public transportation available to service those without personal vehicles.

Should this project be approved to move forward by the Massachusetts Housing Finance Agency, the Select Board expects that the Developer will pay all fees in full and that all legal septic requirements will be met and that only clean non-toxic fill will be brought onto the site. The Select Board further expects that the Developer will take adequate and appropriate measures, as determined by Groton's Planning Board, Department of Public Works, Board of Health, and Zoning Board of Appeals, to safeguard the homes from flooding, to protect Town Facilities and to protect the health and safety of the residents and other members of the public who may visit the development.

Finally, the attached comments are organized into categories by the source of the feedback. The attachments are grouped into sections for comments by Town departments, then Town committees and then the general public:

#### Town Departments

1. Robert T. Delaney, Jr., DPW Director for the Department of Public Works,
2. Thomas D. Orcutt, Water Superintendent for the Water Department,
3. Chief Steele McCurdy, Fire Chief for the Groton Fire Department,
4. Ira Grossman, Sanitarian and Agent for the Groton Board of Health,
5. Robert Garside, C.B.O., Building Commissioner and Zoning Enforcement Officer
6. February 14, 2022 notes from Select Board's discussion of the project with department heads

### Town Committees/Boards

1. Housing Partnership
2. Affordable Housing Trust

### General Public

1. February 9, 2022 comments by Jeff Wallens,
2. February 14, 2022 comments by Michelle and Timothy H. Smith, Valarie Boucher and Nancy Sarlan, and Justin and Kelley Frazier, and
3. February 24, 2022 comments by Linda Bicknell
4. MIT Haystack Observatory

Thank you for your attention to this matter.

Sincerely,

Rebecca H. Pine, Chair  
Groton Select Board

RHP/fs

cc: Zoning Board of Appeals  
enclosures



## TOWN OF GROTON

173 Main Street  
Groton, Massachusetts 01450-1237  
Tel: (978) 448-1162  
Fax: (978) 448-1123

## Department of Public Works

Robert T. Delaney Jr.  
*DPW Director*  
[tdelaney@townofgroton.org](mailto:tdelaney@townofgroton.org)  
Jean Hommel  
*DPW Administrative Assistant*  
[jhommel@townofgroton.org](mailto:jhommel@townofgroton.org)

Selectboard Members  
173 Main Street  
Groton

RE Heritage 40B

Dear Members

Comments were requested by our department regarding the proposed construction. I am not sure how much of the original agreement is in effect, but the conditions contained in there were negotiated, and I believe, they would benefit the Town and our department. This project has the potential to create great hardship for our complex, as it will be an attraction for so many children in the area. There is potential for injury of non-authorized people as well as vandalism of Town assets. We have had minor problems with vandalism over the years but with a concentration of homes right next to us, it has given me cause for concern.

### Comments/Requests

Water line installed and connected to the DPW facility. The connection would only need to go to the area of the Dog Pound, as there is a connection for all buildings there. This was in the original agreement. Also, along with this, is the repaving of the road along the excavation route. This is in our road opening permit. Upon completion of the project, the limits of the paving can be determined, but at a minimum, the length of the excavation within the right of way.

Access control and monitoring needs to be a component here. There needs to be a fence and gates around our entire complex to limit activity on the property. Fortunately, the solar field has created a partial barrier between the project and the DPW facility, but would need to be continued and possibly improved to eliminate potential from intrusion, especially into the solar field. Remote gates as well as enhanced security systems would also protect the town and its assets. The gates would assist the police and fire when they make their fuel runs in the middle of the night, as this is the Town's fuel depot.

A visual barrier or screening was in the original agreement, this also would be key to eliminate complaints about our winter operations. We are noisy and loud in the winter and it is going to be a problem if not addressed in the beginning.

We have issues with speed and traffic on weekends with sports, as well as the transfer station. Ideas and solutions implemented on traffic calming and mitigation should also be incorporated into this plan with the addition of so many children.

**End of comments at this time**

I understand the need for affordable housing and support it. I am also responsible for the operations of the DPW complex and its functionality and the protection of this Town asset and that will be my focus during this process.

Please let me know if you have any questions.

Thank you

Robert "Tom" Delaney  
DPW Director

## AGREEMENT

This agreement by and between James M. Patierno, Trustee, Missic Realty Trust, under a Declaration of Trust dated 30 April 2001 and duly recorded with the Middlesex North District Registry of Deeds in Book 11670 at Page 220 (hereinafter referred to as "Patierno") and the Town of Groton, a municipality duly organized and existing under the laws of the Commonwealth of Massachusetts and situated in Middlesex County, acting by and through its Board of Selectmen (hereinafter referred to as "Groton").

**WHEREAS** Patierno is desirous of developing a certain parcel of land in said Groton which is shown as Parcel 42 on the Groton Assessor's Map 248 (hereinafter referred to as the "Site") with a development proposal which is to be submitted under Section 218-27B of the Groton Zoning By-law; and

**WHEREAS** Groton is the principal abutter to the Site proposed for development by Patierno, and has certain concerns relative to how the Site should be developed so as to serve the best interests of the Town and surrounding communities.

**NOW THEREFORE** in consideration of one (\$1.00) dollar and the mutual covenants and promises made herein, Patierno and Groton Agree as follows:

1. Patierno agrees to seek the necessary approvals for a development proposed for the Site under Section 218-27B, said development proposal to incorporate a mixture of sale and rental units in a combination of detached, semi detached and attached units. The number of units is not to exceed 48, which represents 25% of the density allowed under 218-27B. At least two thirds (2/3) of the units shall be rental units administered under the Local Initiative Program or other comparable program created or administered by the Massachusetts Department of Housing and Community Development whereby all of the rental units are counted as affordable units under Chapter 40B of the General Laws.
2. Prior to 1 May 2004 Patierno agrees to correct any dangerous slopes on the Site temporarily prior to construction and shall consult with the Earth Removal Inspector regarding whether such correction is needed, and to what extent.
3. Patierno agrees to provide as part of the development envisioned in Section 1 above certain off-site infrastructure improvements as follows:
  - a.) The extension of the municipal water main now on Cow Pond Brook Road, to service the Site, and the municipal uses adjacent to the Site, with service connections to the Highway Department Garage, Municipal Dog Pound, and Landfill Office. A stub (without a service connection) is to be provided for the municipal playing fields on the opposite side of Cow Pond Brook Road. Main and service sizes are to be determined by the Water Department, and this installation is to be in compliance with all applicable state and local regulations, laws, and standards.

Service connection fees for the Highway Department, Dog Pound, and Landfill connection services are to be paid by Patrierno.

- b.) The payment by Patrierno to the Groton Highway Department a sum not to exceed \$40,000.00 for the repaving of Cow Pond Brook Road from its intersection with Lowell Road to the northernmost entrance to the Transfer Station. Patrierno may, in the alternative and at his option, repave this road to specifications determined by the Highway Surveyor. The contractor who performs this work is to be approved by the Highway Surveyor and Board of Selectmen. In either event this payment or work, as the case may be, would be in lieu of, and not in addition to any road opening permit fees, which Groton agrees to waive.

4. Patrierno agrees that the development shall be designed so as to maintain a minimum offset of five hundred (500') feet from a cell tower now proposed to be sited on the adjacent municipal property\*to any dwelling units. Should the site for this tower be such that development of the Site becomes impossible, Groton shall negotiate with Patrierno to effectuate a land-swap to alleviate the resulting constraint, with both Groton and Patrierno acknowledging that any such action would ultimately require a vote of the Town Meeting.
5. Patrierno agrees to incorporate landscaping, topographic changes, signage and fencing into the design for the site to create a visual buffer and sound barrier between the proposed development and the adjacent municipal uses and to attend to security concerns. Since this may entail the use of some of the adjacent municipal property to create a natural appearance to this buffer, Patrierno agrees to devise such a design and submit it to the Board of Selectmen for its approval. Should such approval be granted, Groton shall provide a temporary license to Patrierno to accomplish this work.
6. The parties acknowledge that the proposed development will require the approval of a Special Permit by the Zoning Board of Appeals, Site Plan Review by the Planning Board, and such other municipal and state approvals as may be required. Nothing in this agreement shall be construed as eliminating the necessity of any such approval or impeding the discretion of any Board or individual who will subsequently be asked to review and approve Patrierno's development proposal. Performance by both Patrierno and Groton of any and all of the terms of this agreement is further contingent upon Patrierno successfully obtaining the necessary approvals for the development of the site as envisioned in Section 1 herein with not less than 44 units nor more than 48 and without conditions imposed which would make the development economically unviable. Should a different proposal be

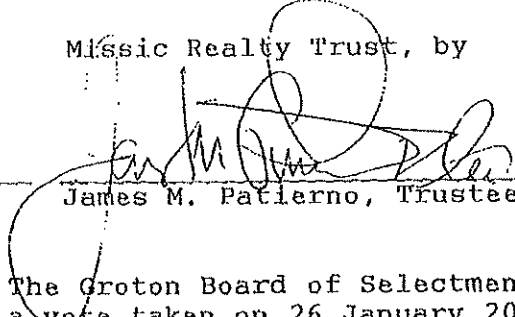
(\* Map 248; Parcel 41)

be pursued by Patierno or any other party for this site, Groton shall not be bound by anything set forth herein, and may seek to impose conditions or infrastructure improvements different from or in addition to those set forth herein.

In Witness Whereof the parties have hereunto set their Hands and Seals on the dates indicated


Missic Realty Trust, by

Dated: 2/5/04

  
James M. Patierno, Trustee

The Groton Board of Selectmen, pursuant to  
a vote taken on 26 January 2004, by

Dated: 2/23/04

  
Thomas D. Hartnett, Chairman





**TOWN OF GROTON**  
**Water Department**  
173 Main Street, Town Hall  
Groton, Massachusetts 01450

Office: 978-448-1122  
Fax: 978-448-1123

Superintendent:  
Thomas D. Orcutt

Business Manager:  
Lauren E. Crory

Commissioners:  
John J. McCaffrey  
Greg R. Fishbone  
James L. Gmeiner

February 10, 2022

Ms. Rebecca Pine, Chair  
Select Board  
Town of Groton  
173 Main Street  
Groton MA 01450

Re: Heritage Landing at Cow Pond Brook  
MH ID No. 1137

Dear Ms. Pine,

Please accept the following comments on behalf of the Groton Water Department with respect to the proposed 40B Project – Heritage Landing at Cow Pond Brook. The Board of Water Commissioners shall approve the proposed water main extension on Cow Pond Brook Road to the project site. A Hydraulic Analysis prepared by the Water Department's engineering consultant is required for the project in order to review the water supply demands for fire protection and domestic needs and shall be paid for by the proponent. All System Development fees shall be paid for by the Developer as Building Permits are obtained from the Town (there are no waivers for these fees). The Groton Water Department shall provide full time inspection of all water main installation work conducted by the developer's contractor at the developer's expense. The Developer shall abide by the Rules and Regulations of the Groton Water Department contained within Chapter 407 of the Town Code.

If you have any questions, please do not hesitate to contact me at your convenience

Respectfully,

Thomas D. Orcutt  
Water Superintendent



# Groton Fire Department

*Fire ~ EMS ~ Rescue*

*"Together We Serve the Community"*

45 Farmers Row  
Groton, Massachusetts 01450  
Tel: (978) 448-6333  
Fax: (978) 448-1116



To: Fran Stanley

From: Steele McCurdy

February 15, 2022

Re: Cow Pond Brook Rd 40B development

In response to the proposed 40B (parcel 248-42) I have compiled a few items for consideration. A majority of the concerns provided are based on the fact that the project is 6.3 miles from the Groton Fire Department Headquarters. While the Lost Lake Fire Station is closer, it is not staffed and is unlikely to provide better coverage than the Headquarters station.

- Based on the number of units, and the remote location from the station I do have concerns about the fire protection of the buildings. With a response time of 12+ minutes, a fire will have ample to time burn unchecked potentially resulting in total building loss or even loss of life. Additionally, given the proximity of the buildings to one another, this unchecked fire has a distinct possibility of spreading to other buildings very quickly overwhelming resources. Although not required by building code, the installation of residential sprinklers would be the best and most economical way to combat this issue resulting in a much lower risk of injuries while also conserving property.
- For the same reasons above, the response of EMS units to this location would be delayed due to the long travel required to provide service. The only way to combat this would be by reducing the number of units thereby reducing population/threat or staffing the Lost Lake Fire station.
- Any roadways designed and built for the project will require a minimum of 20-foot width and an inner turn radius of no less than 43 feet for the main road, cul-de-sacs and/or T turn arounds.

As further details become available in design phases, the Groton Fire Department may have added recommendations or concerns.

## Fran Stanley

---

**From:** Fran Stanley  
**Sent:** Thursday, January 27, 2022 5:19 PM  
**To:** 'MBusby@masshousing.com'; 'Edward O'Neil'  
**Cc:** Mark Haddad; Dawn Dunbar  
**Subject:** Heritage Landing (Groton): feedback from Board of Health Agent on septic plans

Dear Mike and Ed:

Good afternoon. Mike, I look forward to meeting you at Tuesday's site walk. I am writing to pass along feedback that the Town received from its Board of Health Agent Ira Grossman. Ira Grossman provided his comments on the septic plans for Heritage Landing. Please look below for a copy of that email regarding Title 5 requirements.

Thank you for your attention to this matter.

Best wishes,

-Fran

Fran Stanley  
Housing Coordinator  
Land Use Department  
Town of Groton  
173 Main Street  
Groton, MA 01450  
fstanley@grotonma.gov  
work 978.732.1913 cell 978-394-5619  
fax 978.448.1113

Please note that the Massachusetts Attorney General has determined that emails are a public record. Privacy should not be expected.

**From:** Ira Grossman <[igrossman@nashoba.org](mailto:igrossman@nashoba.org)>  
**Date:** January 27, 2022 at 3:28:11 PM EST  
**To:** Sammie Kul <[skul@grotonma.gov](mailto:skul@grotonma.gov)>  
**Cc:** Mark Haddad <[mhaddad@grotonma.gov](mailto:mhaddad@grotonma.gov)>, Bob Garside <[bgarside@grotonma.gov](mailto:bgarside@grotonma.gov)>, Michelle Collette <[mcollette@grotonma.gov](mailto:mcollette@grotonma.gov)>  
**Subject:** RE: Heritage Landing/Cow Pond Brook 40B development

Hi,

I took a look at the site plan information and if I am reading this the right way the project is 40 units with 3 bedrooms in all, located on one condominium development. The proposal is to have multiple "septic areas" however; Title 5 dictates that this would be one facility and the total wastewater flow from all the units would be applicable for the site and not divided up to individual leaching systems.

What I am saying is that 40 units x 3 bedrooms is a septic design for 120 bedrooms @ 110 gallons per day (gpd) /bedroom or 13,200 gpd .

13,200 gpd requires a wastewater treatment plant and a ground water discharge permit from DEP, not individual septic system permits issued by the Local Approving Authority.

Ira

Facility - Any real property (including any abutting real property) and any buildings thereon, which is served, is proposed to be served, or could in the future be served, by a system or systems, where:

- (a) legal title is held or controlled by the same owner or owners; or
- (b) the local Approving Authority or the Department otherwise determines such real property is in single ownership or control pursuant to 310 CMR 15.011 (aggregation).

(2) The approval of any system, including the issuance of Disposal System Construction Permits, Local Upgrade Approvals, and Certificates of Compliance, shall be by the Local Approving Authority, except that the Department shall be the Approving Authority for systems owned or operated by an agency of the Commonwealth or of the federal government, for systems serving a facility with a design flow of 10,000 gallons per day or greater, and for variances granted in accordance with 310 CMR 15.416. Unless otherwise specified herein, the following systems or circumstances are approved by the Department only:

- (a) alternative systems which are proposed in compliance with 310 CMR 15.280 through 15.289;
- (b) upgrade or expansion of systems with a design flow of 10,000 gpd or greater but less than 15,000 gpd, or continued use of systems subject to 310 CMR 15.304(2); and
- (c) any system or proposed system which the Department determines requires its review for the purposes of protection of public health, safety, welfare and the environment, or determining consistency with 310 CMR 15.000.





## TOWN OF GROTON

173 Main Street  
Groton, Massachusetts 01450-1237  
Tel: (978) 448-1109  
Fax: (978) 448-1113

Office of:  
Building Commissioner  
Zoning Enforcement Officer

February 9, 2022

SELECTBOARD  
TOWN MANAGER

RE: HERITAGE LANDING/COW POND BROOK 40B APPLICATION

After review of the application provided by Defcon 1, LLC to Mass Housing, there appears to be some question regarding the costs of the Building Permits for the development.

As there is no specific line item for Building Permits contained in their estimate, the Building Dept wants to ensure the Developer has indeed carried the Building Permit costs for these units and at the correct rates.

Therefore, I have attached a copy of the Town of Groton Fee Schedule that was adopted 1/1/2021. The developer (and their subcontractors) will be responsible for all Building, Electrical, Gas, Plumbing, Sheet Metal and Trench permit fees for each unit in the development and separate permits will need to be obtained for each unit as construction progresses.

Please note the above permit costs are exclusive to the Building Dept and do not reflect any other Departments which may assess fees (Water, Fire, Board of Health etc)

We respectfully request this letter and attachments be forwarded to Mass Housing as per their request for comments.

Please contact this office at 978-448-1109 with any questions or concerns.

Sincerely,

Robert Garside, C.B.O.  
Building Official/Zoning Enforcement Officer



**TOWN OF GROTON**  
**BUILDING DEPARTMENT**  
**TOWN HALL- 2<sup>ND</sup> FLOOR**  
 173 Main Street  
 Groton, Massachusetts 01450-1237

Tel: 978-448-1109  
 Fax: 978-448-1113  
 e-mail:  
[building@townofgroton.org](mailto:building@townofgroton.org)

Effective 1/1/2021

## BUILDING PERMIT FEE SCHEDULE

### Residential:

		Min amounts
New Buildings/Additions	\$12.00 per \$1,000	\$150.00
Interior finishes	\$12.00 per \$1,000	\$80.00
Garages	\$12.00 per \$1,000	\$100.00
Sunrooms/decks/porches/ cabanas etc.	\$12.00 per \$1,000	\$100.00
Barns	\$12.00 per \$1,000	\$100.00
Renovations	\$12.00 per \$1,000	\$100.00
Handicap Ramp	\$30.00	
Mobile Home- temp use	\$150.00	
Permit Card	\$30.00	
Pellet and wood stoves	\$60.00	
Temp structures	\$80.00	
Demo Dwelling	\$200.00	
Demo Accessory Structure	\$60.00	
Pools- above ground	\$100.00	
Pools Inground	\$200.00	
Sheds above 200 SF	\$12.00 per \$1,000	\$80.00
Chimney Roof/sheet metal/siding/windows etc.	\$12.00 per \$1,000	\$80.00

**COMMERCIAL/NON PROFIT:**

New Buildings/Additions	\$12.00 per \$1000	\$600.00
Occupancy permit	\$100.00	
Change of Use	\$200.00	
Demolition	\$5.00 per \$1,000	\$150.00
Renovations	\$10.00 per \$1,000	\$300.00
Roof/siding/ windows	\$12.00 per \$1000	\$150.00
Sprinklers	\$12.00 per \$1000	\$100.00
Tenant Fit ups	\$12.00 per \$1000	\$200.00
Antennae/Tower	4\$ Per FT	
Equipment Co Location	\$200.00	
Associated Ground Structure	\$12.00 per \$1,000	\$250.00
Construction Trailer	\$100.00	
Farm Labor	\$60.00	
Annual Public Safety	\$40.00	
Sheet Metal	\$12.00 per \$1,000	\$150.00
Temporary Structures (tents)	\$80.00	

**PLEASE NOTE:** any work started without a permit will result in a TRIPLE permit fee.

1. Fees will not be waived for any non-governmental agency.
2. Fees are non-refundable.
3. Fees are not subject to negotiation.
4. Re-Inspection fee, if/when specified by the Building Commissioner: \$50.00.
5. Code violations will require a re-inspection.
6. Any fees not specified will be determined by the Building Commissioner.
7. The permit fee will be based on the proposed valuation of work versus the ICC Building Valuation Table, amended bi- annually, whichever is greater.
  - The valuation of work shall include all material and labor (foundation work, structural and non-structural, building components, electrical, plumbing, mechanical, and interior/exterior finishes) and cost to implement (equipment overhead).
  - The Building Department reserves the right to request from the applicant a detailed substantiation of the valuation of work.

**PLEASE NOTE:** ALL PERMITS issued within the Land Use Departments, will be charged a 6% administrative fee.



**TOWN OF GROTON**  
**BUILDING DEPARTMENT**  
**TOWN HALL- 2<sup>ND</sup> FLOOR**  
 173 Main Street  
 Groton, Massachusetts 01450-1237

Tel: 978-448-1109  
 Fax: 978-448-1113  
 e-mail:  
[building@townofgroton.org](mailto:building@townofgroton.org)

Effective 1/1/2021

## Electrical Permit Fee Schedule

### Residential:

Minimum Permit charge		\$80.00
Sub Panel		\$80.00
Temporary Service		\$80.00
Service Change:	100 amp	\$80.00
	200 amp and higher (each service)	\$100.00
New Single-Family Dwelling:	100 amp	\$200.00
	200 amp	\$300.00
	400 amp	\$400.00
*Generator Excluded*		
New 2 Family and Higher Dwelling Unit:	100-amp service	\$200/unit
	200-amp service	\$300/unit
Additions and Remodel:	1-20 Outlets, Switches, Receptacles	\$100 Based on 2 Inspections
" "	20-50 Outlets, Switches and Receptacles	\$100 Based on 2 Inspections
" "	Over 50 Outlets, Switches and Receptacles	\$100 Based on 2 Inspections
Residential Barn, Garage, Pool Cabana, Storage Building (Detached, Single Story)		\$125.00
Ejector/Septic/Sewer Pump, Generator, Hot tub/ Jacuzzi, Hot Water heater, Oil Burner, Sauna, Welding Equipment, etc..		\$80.00
BA/FA- Combo		\$100.00
Burglar Alarm		\$80.00
Cable-Data-Telephone (low Voltage)		\$80.00
Carbon Monoxide Detectors		\$80.00



Fire Alarm	\$80.00
Central Air Conditioning/Mini Split	\$80.00
Above Ground Pools (1 Inspection)	\$80.00
In-Ground Pools/Outdoor Hot Tub/Saunas (2 Inspections)	\$150.00
Additional Inspection Fee	\$60.00
Re-Inspection Fee	\$75.00
Car Chargers	\$150.00
Solar Panels/ Power Packs	
1 Inspection	\$150.00
2 or 3 inspections	At Inspectors Discretion
<b><u>Commercial:/Non-Profit</u></b>	
New Construction/Additions (of Electrical cost value)	1%
Minor Renovations/tenant fit-up:	
1-10 Outlets, Fixtures, Receptacles	\$75 per Inspection
11-25 Outlets, Fixtures, Receptacles	\$75 per Inspection
25-50 Outlets, Fixtures, Receptacles	\$75 per Inspection
Over 50 Outlets, Fixtures, Receptacles	\$75 per Inspection
Service:	
100 Amp	\$200.00
200 Amp	\$300.00
400 Amp	\$400.00
600 Amp +Higher	\$500.00
BA/PA Combos	\$80 Per Inspection
Burglar Alarm	\$80 Per Inspection
Cable-Data-Telephone (low-Voltage)	\$80 Per Inspection
Fire Alarm	\$80 Per Inspection
Free Standing Lighting	Minimum Fee
Security Call Box/Station	Minimum Fee
Motor/Generator/Transformer	Minimum Fee
Solar Panels	1% of Electrical Cost
Additional Inspection Fee	\$80.00
Minimum Permit Charge	\$100.00
Re-Inspection Fee	\$100.00
Yearly Maintenance Permit	\$200.00

**Please note:**

1. A separate permit must be filed for each dwelling unit or tenant space. In the case of a condominium development or multi-family dwelling, each unit shall be considered a dwelling unit.
2. Individuals that perform electrical work in the Commonwealth of Massachusetts must be licensed. The permit application must be completed by the electrician or a representative of the company.
3. New services, changes to existing service equipment, car chargers, powerpacks, and solar systems require a utility authorization number issued by the Groton Electric Light Department (978-448-1150) prior to application of this permit.
4. Any work performed more than 5 days prior to the application of the permit will result in a double permit fee.
5. All underground work must be inspected prior to back-fill.
6. The building must be tight to the weather prior to the installation of any electric wiring.
7. The rough inspection required all wires to be run, all device boxes and lighting outlets (except old work) to be installed and all grounds and splices to be made-up prior to concealment by insulation, wallboard, sheathing, etc.
8. Electrical permits are NOT transferable.
9. The permit fee will be based on the proposed valuation of work and shall include all material and labor.
10. Fees will not be waived for any non-governmental agency.
11. Fees are non-refundable.
12. Fees are not subject to negotiation.

**PLEASE NOTE: ALL PERMITS issued within the Land Use Departments, will be charged a 6% administrative fee.**



**TOWN OF GROTON**  
BUILDING DEPARTMENT  
TOWN HALL- 2<sup>ND</sup> FLOOR  
173 Main Street  
Groton, Massachusetts 01450-1237

Tel: 978-448-1109  
Fax: 978-448-1113  
e-mail:  
building@townofgroton.org

Effective 1/1/2021

### GAS/ PLUMBING PERMIT FEE SCHEDULE

#### Residential

First Fixture:	\$65.00
Add Fixtures- each	\$15.00
Dishwasher Only	\$40.00
Additional Inspection Fee:	\$50.00

Work  
performed  
without a  
permit shall be  
charged double

Re-inspection Fee:	\$60.00
--------------------	---------

All code  
violations shall  
require a  
reinspection

\*Gas Conversion" and/or \*Gas/Plumbing Combination  
items:

Boiler-	\$60.00
Dryer-	\$60.00
Hi-Lo Regulator-	\$60.00
Hot Water Heater-	\$60.00
Range-	\$60.00

Gas /  
Plumbing  
permits are  
not  
transferable.

#### Commercial/ Non-Profit

First Fixture-	\$100.00
Additional Fixtures-Each-	\$20.00
Additional Inspection Fee-	\$75.00
Re-Inspection Fee-	\$80.00

Technologies /  
Gray Water  
toilets: Board  
of Health  
approval /  
permit needed.

1. The permit fee will be based on the proposed valuation of work and shall include all material and labor
2. Fees will not be waived for any non-governmental agency.
3. Fees are non-refundable.
4. Fees are not subject to negotiation

ALL PERMITS issued within the LAND USE DEPARTMENTS, will be charged a 6% administrative fee.

## February 14, 2022 Notes from Select Board's Discussion of Heritage Landing with Department Heads

The Select Board met on February 14, 2022 to discuss the proposed MGL 40B development Heritage Landing which will be sited on parcel 248-42, which has frontage on the Easterly side of Cow Pond Brook Road. This site borders Town owned land to the North, Massachusetts Institute of Technology owned land to the East (part of the 1,300-acre MIT/Haystack Observatory campus) and a privately owned residential house lot to the South. The Affordable Housing Trust and the Housing Partnership were also in attendance for this public meeting.

Tom Delaney, DPW Director, shared his concern about safety at the transfer station. He submitted a letter to the Select Board (see February 14, 2022 letter) summarizing his concerns. Tom Delaney noted that the Town had a 2004 agreement with Missic Realty Trust, the prior owner of this site. Per that agreement (attached in comments), the owner of parcel 248-42 agreed to extend municipal water to the highway garage, dog pound and landfill office and pay associated connection fees. A stub without service connection was also to be provided to the Cow Pond ball fields. Other promises by the site owner included contributions for repaving Cow Pond Brook Road and cell tower setbacks. The Select Board discussed whether the 2004 agreement would be binding on DefCon 1, LLC, the present owner of the site.

Bob Garside, Building Commissioner and Zoning Enforcement Officer, said that his letter includes attachments containing all the building department fee schedules. Bob Garside said that the developer should expect to pay all fees with no expectation of fee waivers.

Tom Orcutt, Water Superintendent, explained that he had submitted a comment letter on behalf of the Water Department. Tom Orcutt said that he had had discussions with the developer who intends to extend municipal water to the site. Tom Orcutt said that the developer should not have an expectation of waivers for fees associated with the extension of municipal water.

Police Chief Michael Luth stated that the Heritage Landing site is adjacent to the police qualification range. The concept plan for the development shows that a couple of duplexes will be closed to the shared border between Heritage Landing and the shooting range. Presently, the Town's shooting range is surrounded by a chain link fence. Chief Luth requested fencing all the way down the property line from Cow Pond Brook Road to the MIT owned site close to the Westford border. Select Board chair Becky Pine asked about a prior written agreement that details the usage of the gun range. Chief Luth will look for that document which may have been created prior to his tenure as police chief. Chief Luth said that, presently, he posts the shooting range schedule on social media to provide notice. The group discussed the fact that the Town of Norfolk was said to have had a shooting range in proximity to a 40B project.

Fire Chief Steele McCurdy said that there are technical pieces related to the construction that the Fire Department will review when the development reaches the appropriate phase. Apart from construction, the site is 6.3 miles away from the Center Fire Station which leads to a longer than expected response time in an emergency. Chief McCurdy said that he recommended installation of sprinklers due to the density of the development but that he cannot require sprinklers under state law.

Nikolis Gualco, the Conservation Agent for the Town, stated that at this point there are few Conservation concerns as very little grading is in the buffer zone. Nikolis Gualco cautioned that should the developer pull houses away from the North side of the site – perhaps to accommodate the shooting range – then there may be more Conservation issues.

Takashi Tada, the Land Use Director for the Town, noted that the topography of the site, which will call for grading and managing the grading, as well as the shooting range are two main issues. Takashi Tada stated that the endangered species habitat affects the buildable area of the site. Select Board member Alison Manugian asked about two roads in and out versus a single point of egress. Alison Manugian asked about conditions that would make this a requirement. Takashi Tada replied that this matter can be addressed at the Zoning Board of Appeals permitting stage and that it is unclear whether two roads would be a request or a requirement. Chief McCurdy commented that engineers will work on this at the road design phase of the process.



## February 14, 2022 Notes from Select Board's Discussion of Heritage Landing with Department Heads

Michelle Collette, who is a member of the Board of Health, referenced the Title 5 septic requirements. Septic must be sited in natural soil – not backfilled replacement materials. Michelle Collette noted that Board of Health Agent Ira Grossman had calculated the daily wastewater flow at 13,200 gallons which is over the 10,000 gallon per day threshold. This means that the developer would need to adjust accordingly whether that would be to reduce the number of bedrooms or install a waste water treatment plant. The question arose about whether there would be a request for an irrigation well. Regarding fill that may be needed for the development, Michelle Collette stated that the fill should be tested for quality with respect to permeability and contaminants.

Anna Eliot, speaking as a member of the Housing Partnership, asked the group to consider the possibility of using MGL 40R. Also, Anna Eliot stated that she is interested (and this possibility was raised at the February 8, 2022 site walk) to negotiate the use of the hill across the road for fill for the site. The benefit of this idea for the Town is that it would allow for more parking for the Cow Pond Brook Road ball fields. The discussion of the group noted that Natural Heritage would likely need to be involved due to the fact that there is a certified vernal pool on the South side of that area.

Phil Francisco, a member of the Affordable Housing Trust, commented that it is possible that the developer might pay to relocate the range. Another commenter noted that it might be costly to relocate the range. Tom Delaney said that moving the range to the Northeast corner of the Town's land beyond the transfer station will not be feasible because that area is too wet. Crossing the bridge (beyond gated end of Cow Pond Brook Road) lacks the necessary infrastructure. Tom Delaney added that he is concerned about the attractive nuisance issue.

Joshua Degen, a Select Board member, asked about environmental impacts. Nikolis Gualco said that there will be a MESA review through Natural Heritage. Joshua Degen asked who would address the composting facility which has issues of drift and smell. Joshua Degen stated that the site had been mined for sand and gravel in the past and asked whether the water table was intercepted. He asked how the developer will account for seasonal flows of water.

Peter Cunningham, a Select Board member and chair of the Housing Partnership, said that there is a capped landfill nearby so we probably do not want a nearby well that might draw from the area that has filtered through the landfill material. There are safety concerns with the range and solar panels.

Becky Pine, the Select Board chair and the chair of the Affordable Housing Trust, said that the Town is in need of affordable housing. This housing would be next to recreation, other housing and conservation land. Becky Pine added that both homeownership affordable units and the market rate units are good for the Town.

Alison Manugian said that density to be closer to the center of Town is preferable for life and safety issues but she otherwise endorses Becky Pine's comments.

John Sopka, a resident and member of the Groton Housing Authority, asked if this site would be prone to flooding. John Sopka said that he does not want to see a repeat of the Olivia Way experience.

Justin Frazier, a resident and abutter, said that there is absolutely no public transportation on Cow Pond Brook Road. Justin Frazier said that he has traffic concerns. Justin Frazier added that the hill on the site might be blocking some of the odors from the compost facility's operations and that altogether he is opposed to this project.

The Select Board members agreed by consensus to request an extension for the comments period from MassHousing. Comments can be sent to [selectboard@grotonma.gov](mailto:selectboard@grotonma.gov). Resident Nancy Sarlan asked how comments will get to MassHousing. Fran Stanley, the Housing Coordinator, will compile comments topped with a letter from the Select Board. Fran Stanley said that written comments are best as such comments can be passed along directly without interpretation. Alison Manugian asked for the comments to be ordered so as to distinguish the comment source.



TOWN OF GROTON  
Affordable Housing Trust

Becky Pine, *Chair*  
Carolyn Perkins, *Vice Chair*  
Phil Francisco, *Member*  
Richard Perini, *Member*



March 3, 2022

Via email to [mbusby@masshousing.com](mailto:mbusby@masshousing.com)

Michael Busby  
Relationship Manager  
Massachusetts Housing Finance Agency ("MassHousing")  
One Beacon Street  
Boston, MA 02108

RE: Proposed 40B-Heritage Landing  
Groton, MA  
MH ID No. 1137

Dear Mr. Busby:

Good day. I am writing on behalf of the Affordable Housing Trust. The Affordable Housing Trust has reviewed the developer's February 2, 2022 revised application. Also, our committee has discussed this matter at several open meetings. Based on this review, the Affordable Housing Trust would like to offer its support for this development for the following reasons:

1. Heritage Landing will produce 10 units of deed restricted in perpetuity affordable housing;
2. Heritage Landing's 30 units of market rate housing of moderate size (1,700 square feet) will produce a segment of new construction moderately priced market rate units that is seldom seen;
3. All Heritage Landing units will have a first floor bedroom which provides a degree of accessibility for seniors and others who have difficulty negotiating stairs;
4. Heritage Landing will have 10 units that are handicapped accessible;
5. Future residents of Heritage Landing may benefit from proximity to the recreational offerings of the nearby Cow Pond Brook Road ball fields;

The Affordable Housing Trust notes that the proposal faces challenges in the following areas:

1. Heritage Landing will need to address safety, noise and attractive nuisance concerns related to the active shooting range and solar panel array located on adjacent parcel 248-41. Trust members suggest that a combination of mechanical fencing and landscaping (i.e., shrubbery) could assist by providing not only a physical screen but also a visual screen and sound mitigation. We urge that native plantings be used.

2. Heritage Landing developer representatives have estimated that approximately 10,000 cubic feet of fill will be needed as well as loam. Accordingly, care should be taken to apply all applicable legal standards to ensure that fill material is clean, free of contaminants and suited for its intended purpose.
3. Heritage Landing is adjacent to the MIT Haystack Observatory (<https://www.haystack.mit.edu/>) and the developer is encouraged to cooperate with MIT Haystack Observatory as a good neighbor to ensure that the site does not produce light pollution or radio frequency interference (RFI) that would impair research activities.

Despite such challenges, the Affordable Housing Trust hopes that the developer will be able to address these issues, resulting in a development that meets all legal requirements and creates much needed affordable housing and other benefits for the Town of Groton.

Thank you for your attention to this matter.

Best wishes,



Becky Pine  
Chair

RHP/fs

cc: Zoning Board of Appeals

## Mark Haddad

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**From:** Jeff Wallens <kb1atg@gmail.com>  
**Sent:** Wednesday, February 9, 2022 12:32 PM  
**To:** Select Board  
**Subject:** Cow Pond Brook development

TO: Housing Partnership

Peter;

Without getting into the particulars of the proposal on Cow Pond Brook Road, I believe that this development is a poor use of a Comprehensive Permit.

If you look at the 40-unit development being proposed with 10 affordable units, the net gain of affordable units against the 10 % is 6 – not 10. This is the problem that we had in the 1980s with the original Homeowners Opportunity Program, the one that bought down mortgages and was used to develop the condos on Labbe Road.

I went on-line and looked at the statistics that I could find, which were from 2010. These are not current but will illustrate my point.

Total Housing Units: 3930

10% goal: 393

Affordable Units: 224

Unit Deficit: 169 (393-224)

Percent Affordable: 5.7

To get to 10% we would need to build the next 169 units as affordable.

However, if we use this proposal as a model

Unit Deficit + 25% of New Units = 10% of Existing Units plus 10% of New Units

$169 + .25 \text{ New Units} = 393 + .1 \text{ New Units}$

$.15 \text{ New Units} = 169$

1,127 New Units need to reach quota

I would much prefer us to use comprehensive permits to build a few hundred low-income rental units. I do think we also need to provide homeownership opportunities for middle income folks. That would be better accomplished by allowing zoning with far greater density (maybe ½ acre lots), by right - provided that the houses built are small- maybe 1000 square feet. This was the size of the post WW2 housing that many of us grew up with and was the foundation of generational wealth.

To help with your negotiations, I would like to suggest a tool that we had back in the 1980s. We had a Housing Needs Assessment. I think we may have gotten a state grant for it. We were able to use the assessment to get the development behind the Baptist Church designated for families, rather than elderly (we had 2 spots for elderly already). I strongly suspect that this study will show an unmet need for rental housing.



February 14, 2022

To Select Board Members and Town Manager, Mark Haddad -

As residents of Groton, and more specifically Cow Pond Brook Road, we are writing to voice our collective concerns about the proposed Heritage Landing development project and the developer, George Defelice.

## MassHousing Application

### Section 2: Existing Conditions/Site Information

We ask for a more thorough review of the "Buildable Calculations" figure. It is our understanding that 5.91 acres of the proposed site are **endangered wildlife certified**. As referenced in the *Town of Groton (2019-2026) Open Space & Recreation Plan*, "the East side of Groton [the proposed location of the Heritage Landing development] consists of significant portions of terrestrial habitat designated by the Commonwealth's BioMap2 project as "core Habitat", representing the highest priority for biodiversity conservation and protection."

We respectfully submit that the notation of 0.00 acres associated with **Endangered Species Habitat** line item be revisited. If this number is 5.91 and not the reported 0.00, the total buildable area must be recalculated.

### Surrounding Land Use/Amenities

Noticeably absent from this list is the commercial composting business, Black Earth Composting (BEC), that recently set up operations adjacent to the Town's maintenance and public works facilities. This new addition to Cow Pond Brook Road has contributed a significant increase in road traffic mostly consisting of trucks and tractor trailers operating seven days a week, multiple in and out trips daily with no limits to their hours of operation. We already deal with foul odors from the composting plant and are very concerned that the proposed septic plans for the Heritage Landing development are not adequate and would lead to future problems. [See additional remarks related to septic system below.]

The second omission from this list is the shooting range adjacent to the proposed development site. To our knowledge and experience, this shooting range remains active.

Also worth noting is that the former adjacent landfill remains unsealed.

We are concerned that responses to questions listed under, **Site Characteristics and Development Characteristics**, may be inaccurate. Does the applicant have documentation from the Town or State of Massachusetts that validate the following?

Is there any evidence of hazardous, flammable or explosive material on the site?	No
Is the site, or any portion thereof, located within a designated flood hazard area?	No
Are there documented state-designated wetlands on the site?	No

The applicant's response from this section of the application (captured below) appears to be missing.

**Public transportation near the Site, including type of transportation and distance from site:**

## **MassHousing Application**

### **Section 3: Project Information**

One of the regulations in Groton that contributed to our decision to move here was the requirement that each house have a minimum two-acre lot. We all take pride in our property and spend a lot of time caring for and enjoying them. We do not feel that this development or any other should violate this rule or result in rezoning considerations. With a proposed 15.5-acre lot there should only be 7 homes on this site.

We respectfully petition the Town to view this proposed site development in the same light as the development of single-family housing and recommend adjusting the Heritage Landing proposal to seven (7) homes. We hope the Town shares our desire to maintain the 'look and feel' of the **destination** designation that Groton is striving to achieve.

### **Added Traffic and Congestion**

Cow Pond Brook Road is a dead-end street that requires everyone traveling to the northerly end to visit or conduct business at the Town waste site, BEC business, maintenance and recreational facilities to exit the same way they entered. This resulting 'high traffic volume' business currently experienced by residents on Cow Pond Brook Road is primarily a safety concern.

Cow Pond Brook Road is a haven for pedestrians, runners, dog walkers and cyclists who use the street every day and every season which in the current state is dangerous. We can't imagine how much more traffic – vehicle or pedestrian – can safely travel this narrow and congested roadway. The proposed 40-unit Heritage Landing development being considered for the street with its likelihood to add approximately 80 more vehicles will strain an already untenable situation.

If this development project were to proceed, we strongly request that the Town's various Boards require the developer to widen the road and/or install a sidewalk on at least one side of Cow Pond Brook Road. The recent addition of posted speed limit signs and sporadic police presence have helped curb some of the speed issues on the street, however, speed remains an issue on this heavily trafficked roadway. As we are all aware, Saturdays on Cow Pond Brook Road see an incredibly high volume of traffic due to Transfer site visits and game days at the soccer, lacrosse and baseball fields. Traffic related to these recreational activities is not necessarily limited to weekends only.

### **Construction Period & Water Line**

We are also very concerned about the construction process which would take a year or more. Is the Town requesting the developer to provide their construction timeline for this project? What safeguards will be in place if the developer doesn't meet the project commitments? We implore the Town to put limits or restrictions on the days and hours during which construction can take place.

Referring to the town water line that is proposed, will the current homeowners be required to connect to the line, and if so, at whose cost? Additionally, having to run a water line down the street, which is already marginally paved and patched, would be extremely disruptive. Will there be a guarantee from the developer to **fully reconstruct and pave** the road per set forth standards when the development work is complete?

### **Strain on Planed Septic**

What steps or questions is the Town asking the developer regarding the proposed septic plans for this housing development? There are significant concerns that the lot cannot handle the septic needs for a 40-unit subdivision of three-bedroom homes. Given that this proposed development would be within an

area of “critical environmental concern,” (per the aforementioned *Town of Groton Open Space & Recreation Plan*), we feel that the septic plans must receive more comprehensive scrutiny before this application proceeds as is.

## **Section 6: Sustainable Development Criteria Scorecard**

There are a number of responses in this section that we don’t believe are beneficial to our community. Though we are in favor of increasing affordable housing in Groton, we don’t believe that this applicant makes a strong enough case that the proposed development will contribute to the revitalization of our neighborhood just because it requires the running of a water line that we do not want or need (method 1). Additionally, we don’t feel the six criteria that the applicant state they meet are significant enough to pass the application (method 2).

### **METHOD 2: CONSISTENCY WITH SUSTAINABLE DEVELOPMENT PRINCIPALS**

#### **1. Concentrate Development and Mix Uses**

In responding **YES** to the following four statements, their explanation is that the project will reuse a former earth removal location, and employs some multifamily units and higher density than the otherwise permitted 1 unit per 2-acre requirement. We feel that violating the 1 unit per 2-acre rule is unacceptable.

1. Higher Density than Surrounding Area
2. Includes Multi-family Housing
3. Compact and/or Clustered so as to Preserve Undeveloped Land
4. Reuse existing sites, structured or infrastructure

#### **2. Advance Equity & Make Efficient Decisions**

In responding **YES** to the following statements, they fail to provide the required explanation(s)—the “how” that their proposed development will achieve these things.

1. Streamlined permitting process such as 40B or 40R
2. Creates affordable housing in middle to upper income area and/or meets regional need
3. Promotes diversity and social equity and improves the neighborhood

#### **3. Protect Land and Ecosystems**

They responded **YES** to “Environmental Remediation or Clean Up” but failed to provide an explanation as required by the application.

We see in the updated application that 5.91 acres will be left untouched to satisfy the habitat requirements for the threatened Blandings Turtle species, but this has not been approved yet by NHESP. If approved, isn’t the total buildable area then reduced by 5.91 acres?

#### **4. Use Natural Resources Wisely**

They said **YES** to “Uses Low Impact Development (LID) for other Innovative Techniques” but again failed to provide the required explanation on the application.

#### **5. Expand Housing Opportunities**

They said **YES** to “Includes Homeownership Units, including for low/mod Households” and “Expands the Term of Affordability” but no explanation is given as required in the application.

#### **8. Promote Clean Energy**

They answer **YES** to “Energy Star or Equivalent” but offer no explanation as required in the application.

## Developer's Reputation

We implore the Town to investigate the past development projects led by or which involved George Defelice in any capacity. Of significant concern to us are the following findings:

### ***2010 Hyde Park (Boston, Massachusetts)***

While working in an unmarked spot on a development project in Hyde Park, Mr. Defelice and his crew were determined to be responsible for the ensuing explosion and fire that destroyed a single-family home at 17 Danny Road, and badly damaged other nearby residences. The state's Department of Public Utilities (DPU) concluded a lengthy review process and ruled the Dracut company [Defelice Corporation] did not take proper safety precautions. The DPU also found that the company was digging somewhere they weren't supposed to.

### [DeFELICE CORPORATION vs. DEPARTMENT OF PUBLIC UTILITIES](#)

Additionally, Defelice has been cited three times for Dig Safe violations since 2005 at work sites in Arlington, North Adams and Haverhill.

Whether you put much stock in online reviews or not, these can reveal much about a business or service provider's handling of concerns and complaints. We believe that a comprehensive look at online reviews, in addition to other background research that we are confident the Town will conduct about this developer, should be considered. The following list is not intended to be inclusive of all online reviews, just a sample.

Facebook (DeFelice Corporation) - <https://www.facebook.com/pages/category/Sewer-Service/DeFelice-Corporation-146237818823529/>

Yelp - [https://www.yelp.ca/biz/defelice-corporation-dracut?hrid=WrzLiyi-3RHahTMIvhE30g&utm\\_campaign=yelp\\_feed&utm\\_medium=feed\\_v2&utm\\_source=mapquest](https://www.yelp.ca/biz/defelice-corporation-dracut?hrid=WrzLiyi-3RHahTMIvhE30g&utm_campaign=yelp_feed&utm_medium=feed_v2&utm_source=mapquest)

Google

[https://www.google.com/search?q=goggle+reviews+of+defelice+dracut+ma&rlz=1C1GCEU\\_enUS915US915&sxsrf=APq-WBuySXqQwU4AYtL9uPe1QspuGPx9RQ%3A1644774005420&ei=dUIJYuuQGdKdptQP9u2P6AU&ved=0ahUKEwirn9DSnP31AhXSjokEHfb2A10Q4dUDCA4&uact=5&oq=goggle+reviews+of+defelice+dracut+ma&gs\\_lcp=Cgnd3Mtd2l6EAM6BwgjELADECc6BwgjELACECdKBAhBGAFKBAhGGABQxB5YgSZg9yhoAnAAeACAAasBiAH5BpIBAzAuN5gBAKABAcgBACABAQ&scient=gws-wiz#lrd=0x89e3a898f916f8c1:0xc9c4d158bb2f1711,1](https://www.google.com/search?q=goggle+reviews+of+defelice+dracut+ma&rlz=1C1GCEU_enUS915US915&sxsrf=APq-WBuySXqQwU4AYtL9uPe1QspuGPx9RQ%3A1644774005420&ei=dUIJYuuQGdKdptQP9u2P6AU&ved=0ahUKEwirn9DSnP31AhXSjokEHfb2A10Q4dUDCA4&uact=5&oq=goggle+reviews+of+defelice+dracut+ma&gs_lcp=Cgnd3Mtd2l6EAM6BwgjELADECc6BwgjELACECdKBAhBGAFKBAhGGABQxB5YgSZg9yhoAnAAeACAAasBiAH5BpIBAzAuN5gBAKABAcgBACABAQ&scient=gws-wiz#lrd=0x89e3a898f916f8c1:0xc9c4d158bb2f1711,1)

We appreciate the opportunity to provide our comments and share our issues and concerns with the Project Eligibility application for construction of approximately 40 housing units on Cow Pond Brook (Parcel 248-42). If requested, all residents whose names appear below are available to discuss the concerns we have raised.

Sincerely,

Michelle M. and Timothy H. Smith  
314 Cow Pond Brook Road  
Groton, MA 01450

Valarie Boucher and Nancy Sarlan  
302 Cow Pond Brook Road  
Groton, MA 01450

Justin and Kelley Frazier  
326 Cow Pond Brook Road  
Groton, MA 01450

February 24, 2022

Select Board Members  
Town of Groton  
173 Main Street  
Groton, MA 01450

Dear Select Board Members,

Following are some questions and concerns I have regarding the proposal to build a 40B development (Heritage Landing) on Cow Pond Brook Road.

1. The original application showed 0 for land certified for endangered species but the revised application showed that 5.91 acres was unbuildable due to endangered species so why was the number of units not reduced when the number of buildable acres was reduced?
2. This development will house septic systems for these homes. A lot of septic for a small area. What happens if they fail, pollute groundwater, etc? Is the town of Groton responsible if the contamination affects other towns (Dunstable and Tyngsboro) due to the direction of water flow? This dense development would be better built where public sewer is an option.
3. The land in question was never restored after earth removal operations ceased. Who will be responsible for making sure the land is restored to the appropriate level? The athletic fields flood at times during the different seasons. The land in question is also very wet. Will this cause flooding in these homes and the surrounding area?
4. How will the current residents be protected from the impact of truck traffic, dirt, noise, speeding, etc from this operation. Who will set operating hours and who will enforce them?
5. Cow Pond Brook Road is a dead end for all practical purposes and is located far from emergency services. How will emergencies be handled for such a dense development?
6. This development is not visible like others such as Mill Run, Rt 40 development, Boynton Meadows etc. This is a secluded and isolated area. Who will be responsible for paying for measures that will be necessary to secure town property/assets as well as the business (BEC) that leases town property? Who will pay for security systems, barriers, additional police patrols, etc. if needed to monitor such a secluded area? Who will pay for damage should it occur? Are these expenses going to affect Groton taxpayers?
7. The HOA fee for this development is stated as \$500/month. Can a person buying an affordable unit pay an additional \$500 every month for HOA fees? What happens if the units do not sell?

8. What town boards will be responsible for overseeing this project and making sure that rules are adhered to? What is the town liable for and has town counsel been consulted on this?
9. There is a police firing range within close proximity to this development. How is this being handled? The noise from that shooting range travels as we all know, so how can houses be built so close to it? Is this development within 500 ft of the shooting range?
10. What will happen if at any point the developer abandons this project? Is Groton responsible for fixing and finishing the project?
11. Cow Pond Brook Road has a lot of problems with speeding cars and stop sign violations. Even though the police do patrol it on a daily basis, the behavior has not stopped. It is a safety issue for walkers, joggers, bikers, kids, etc. Adding another 80 cars on this side road could make this a very dangerous situation. Also, during sports season, the fields are heavily used. Cow Pond Brook Road has cars back- to-back in long lines during sport practices and events. Adding more cars especially on Saturdays when the transfer station is open could lead to a very dangerous situation on a small side road.
12. The corner of Hoyts Wharf and Cow Pond is a school bus stop. The school bus comes from Rt 40 and turns onto Hoyts Wharf Road. This development could potentially have a large number of children residing in these homes. The school bus currently does not go pass the intersection of HWR and CPB. Children from this development will possibly have to walk or be driven to the corner of CPB and HWR. This could potentially put a large group of kids standing in the street at a corner where drivers are speeding and jumping the stop sign. You also have tractor trailers, DPW trucks, trash trucks, cars, transfer station traffic etc. passing through this intersection. It is not safe to have children standing here waiting for a school bus. And if they are driven to the corner by their parents, you could potentially have an excess amount of cars parked at this intersection which could pose other problems.

These are just some of the questions and concerns I have regarding this project. I think everyone is in agreement that there is a need for affordable housing but it needs to be in an appropriate location. A location which could provide the necessary septic needs, transportation, visibility, safety measures, etc. that such a dense development needs.

Respectfully

Linda Bicknell

**SELECT BOARD MEETING MINUTES  
VIRTUAL MEETING  
MONDAY, March 7, 2022  
UN-APPROVED**

**SB Members Present:** Rebecca H. Pine, Chair; Alison S. Manugian, Vice Chair; Peter S. Cunningham, Clerk; Joshua A. Degen, Member; John F. Reilly, Member

**Also Present:** Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant to the Town Manager; Hannah Moller, Tax Accountant; Police Chief, Michael Luth; Sergeant Kevin Henahan; Melisa Doig, HR Director; Patricia Dufresne, Town Accountant; Megan Foster, Principal Assistant Assessor; Michael Bouchard, Town Clerk; Bud Robertson, Finance Committee Chair

Ms. Pine called the meeting to order at 7:00 PM and reviewed the agenda.

**ANNOUNCEMENTS**

Mr. Degen said that traffic pattern had been reversed in front of Legion Hall for public safety purposes.

Ms. Pine said that there was a drive by signing of nomination papers scheduled for Saturday morning in the parking lot of Prescott School from 9am-12pm.

Ms. Pine said that tomorrow, 3/8 was the first of 2 forums on the town seal being held at the Center at 2pm.

**TOWN MANAGER'S REPORT**

1. Mr. Haddad said that the Greenway Committee had requested that he nominate Peter Carson for appointment to the Greenway Committee and that the Conductor Lab Committee had requested that he nominate Takashi Tada for appointment to Conductor Lab Committee. Mr. Haddad said that he was nominating both of these individuals and respectfully requested that the Board accept these nominations and make the appointments.

*Mr. Degen made the motion, terms to expire June 30, 2022. Ms. Manugian seconded the motion. Roll Call: Reilly-aye; Degen-aye; Manugian-aye; Pine-aye*

2. Mr. Haddad said that he was pleased to report that they had reached Tentative Agreements with the following Unions:
  - SEIU 888 - Town and Library Employees
  - SEIU 888 - DPW and Water Employees
  - Groton Police Patrolmen's Association
  - NEPBA, Local 53 - Groton Police Superior Officers Association

He said that they were all three-year contracts, that included wage increases of 2.5% - year 1; 2% - year 2; 2% - year 3; a one-time 1.5% cash payment in the first year along with other items particular to each union. He respectfully requested that the Board consider ratifying these Agreements at Monday's meeting.

*Ms. Manugian moved that they ratify the 4 agreements mentioned above and as outlined in the tentative agreements. Mr. Degen seconded the motion. Roll Call: Reilly-aye; Degen-aye; Manugian-aye; Pine-aye*

3. Mr. Haddad said that with regard to the FY 2023 Proposed Operating Budget, they had a very good meeting with the Groton Dunstable Regional School District Committee last week on the status of their FY 2023 Budget Development. He said that while they had not yet finalized the Budget, they received very good input from both Select Boards and Finance Committees of Groton and Dunstable. He said that the School Committee expressed the desire for strong collaborations with both Towns. He said that they were looking at 5 different scenarios that maintained education levels and would allow Groton to be able to fund the dispatcher position they needed. Mr. Haddad said that he expected to receive their final Assessment within the next month and would update the Budget accordingly.

4. Mr. Haddad reviewed the Select Board's meeting schedule for the upcoming weeks.

#### **BOSTON ROAD MARKET LIQUOR LICENSE VIOLATION HEARING**

Mr. Piyush Patel was present.

Ms. Pine said that they were beginning a hearing on the alleged violation. Chief Luth said that on February 4<sup>th</sup>, Sgt. Henehan was doing a business check at Boston Road Liquors adding he saw a person leaving the liquor store and suspected the young man of being underage. He said that the individual was in fact a minor and seized the underage person's ID and alcohol. He said that the Clerk was ID'd by the individual and it was determined that an ID was not asked for. He said that Sgt. Henehan documented all this in a report that was forwarded to the Board. Mr. Haddad said that the same establishment was before the Board in October for a similar incident.

Mr. Patel said that after their last incident, they employees were trained to check ID's. He said that they purchased software to check real ID's. He said his employee had been working in a bar for 35 years and knew what a real ID looked like. He said that the Sergeant didn't provide a time of the incident, what the person looked like and if they bought it or if someone else did. He said that he needed a chance to prove himself and wasn't given that. He said that anyone under the age of 25/26 they checked all ID's. He said that he personally didn't like to sell alcohol to underage people. He said he told to his employees to not sell to people without an ID and stated he loses customers who are offended they are being asked for ID every time.

Ms. Pine said that the police report noted the time frame the purchase was made. Mr. Patel said that they checked ID's for anyone 25 or below. Chief Luth said that Sgt. Henehan observed the young man leaving the store with alcohol and went into talk to the clerk right away with who they were referring to. Chief Luth said that it was a matter of 5-10 minutes adding the Clerk knew who the young man was he had just sold to.

Mr. Degen asked Sgt. Henehan if the young man was asked outside the store if he had purchased the alcohol. Sgt. Henehan said that the young man was asked if he purchased the alcohol, and if his ID was checked. He said he also asked him if he had a fake id. The young man said that he had not been carded, purchased the alcohol and did have a fake ID on him that wasn't used. Sgt. Henehan said that he provided the Clerk with all the information Mr. Patel was looking for. Mr. Degen said the Board asked Mr. Patel to purchase the software after their last violation and asked why he had not. Mr. Patel said that he purchased software but the software didn't verify the fake real ID's. He said he was going to upgrade the software. Mr. Patel said that he didn't believe that the Clerk wasn't asking for ID's adding they asked everyone.

Mr. Reilly asked when the Clerk contacted the owner. Mr. Patel said that the Clerk called him that night but said the young man was caught somewhere in Groton not in his parking lot. Mr. Reilly asked if the Clerk made any suggestions with his 35 years of experience. He said it would be easy to see Sgt. Henehan come back into the store and could work back from there when reviewing the tapes. Mr. Patel said he was thinking about buying a higher end software to check ID's.

Mr. Haddad said that Sgt. Henehan went into the store after seeing the young man come out with alcohol. He said that he was going to recommend that the Board that because this was the second violation and was pretty significant, that the Board take the Sgts. report as gospel. He recommended that the Board suspend the license of Boston Road Liquors for 3 days. Ms. Pine said she was concerned that both minors claimed they had purchased alcohol there many times before. Ms. Pine said that Mr. Patel had the reputation for selling to minors by other neighboring towns. She said she would support the recommendation of the Town Manager and proposed suspending the license from March 17-19<sup>th</sup>. Mr. Patel said he wasn't getting a fair chance to prove himself. Ms. Pine said that Mr. Patel had a month to obtain the police report and thought he should have done a better job getting all the facts together before that night. Mr. Degen asked why Mr. Patel didn't review the video between 5-6pm on the date of the incident. Mr. Patel said there were multiple people who looked under 25 during that time. Ms. Manugian said that it was frustrating that these things weren't worked out prior to that evening. She said that there were a number of steps that could be made moving forward. She said that this was a major violation and not one they were hearing from other locations.

*Ms. Manugian moved that the suspend the license for three days following the second violation.*



Mr. Haddad said that Mr. Patel had 5 days to file an appeal with the ABCC. He said if they chose to set the dates of March 17<sup>th</sup>-19<sup>th</sup> and thought they had to specify the dates. Mr. Patel said he thought this was very harsh and promised to not let this happen again. He said he personally believed that this did not happen.

*Ms. Manugian amended her motion to include that the Board suspend the liquor license at Boston Road Liquors for three days following the second violation on the 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> of March, 2022. Mr. Degen seconded the motion.*

Mr. Degen said he understood Mr. Patels livelihood was at stake here, but because this was a second violation, he wasn't comfortable with this incident. Ms. Pine said that they had not had violations happen at any other establishment and thought people needed to realize that they were going to be checked more closely. Ms. Pine said that she believed the law stated that everyone was supposed to be carded. Mr. Patel said that 3 days was significant. Chief Luth said that this suspension was an appropriate one because it was a second violation.

*Roll Call: Reilly-aye; Manugian-aye; Degen-aye; Pine-aye*

Mr. Haddad said he would have a draft decision for the Chair to review. Mr. Patel said he would like to choose the dates if possible. Ms. Pine said that they already made their decision. Ms. Pine closed the hearing on this matter.

### **SELECT BOARD ITEMS FOR CONSIDERATION**

1. Mr. Haddad reviewed the proposed spending for the ARPA funds at Select Board's Degen's request. He said that they had a balance of \$220k that they had not allocated yet. He said that the issue with the Nod Road landfill was why this was brought forward that night. Mr. Degen said that the \$550k set aside for the Nod Road pump station was not something he was comfortable leaving that high and thought it should be decreased by \$320k. He said that the developer of the Deluxe property needed to put some skin in the game. Mr. Haddad said he appreciated the comments adding the developer was going to contribute. He said that \$150k was for the I&I investigation that needed to be spent by the Town and the \$389k was to do the engineering work for the project. He said that the developer would have skin in the game. Ms. Manugian said that the \$228k would be sufficient for the start of the landfill testing. She said she was hesitant to start diluting projects before they had the additional information on the landfill and was okay leaving this the way it was. Mr. Bouchard said that \$250k was needed to perform an upgrade. He said that the replacement of the pump station was in the \$4m range and would give them more capacity overall. Ms. Pine asked if they were to be successful with a MassWorks grant, would they not have to spend the \$250k to perform the upgrade. Mr. Haddad said it all depended on the timing. Ms. Manugian asked if the ARPA funding hadn't been available, how would it have been paid for and if they waited, what would that mean. Mr. Haddad said that the Sewer Commission does I&I work yearly as part of their budget adding this was an opportunity to get it all done at once.

Mr. Guy Alberghini asked about the DPW employee position in the ARPA funding. Mr. Haddad said that the Select Board authorized the set aside of the money to replace a position cut due to COVID. Mr. Alberghini asked how much money the developer was going to contribute. Mr. Haddad said that they were negotiating the contribution and were waiting to find out other costs first.

Mr. Jack Petropoulos asked what incremental cost of ARPA was that was being contributed toward the Deluxe property. Mr. Haddad said that the pump station needed to be repaired now regardless of the Deluxe property. He said that ARPA funds could be used for infrastructure projects such as sewer upgrades. Mr. Petropoulos asked if there was something that outlined what ARPA funds could be used on and thought it would be helpful to better inform the public. Mr. Haddad said that he had provided the Board this information in the fall adding it was located within one of the Select Board's packets online. Mr. Degen said that the pump station was in need of upgrades because they were not able to handle what was flowing today. He said he had no issue spending money upgrading the pumps now but thought they should reallocate some of those funds now getting it back to \$200k. Ms. Pine said that she also wanted to hear about this from the department heads in a larger way. She said that she wanted to put the flooding problem on Broadmeadow Road on the table also. She said she was willing to let this sit after having this discussion. Mr. Haddad said he had brought every issue to the Board for votes and would continue doing that.

Mr. Haddad said he agreed with Ms. Pine about Broadmeadow Road adding they had \$50k appropriated at a past town meeting to use on this.

*Mr. Degen moved to rescind the engineering study money of \$320k for the Nod Road sewer improvements and limit it to remaining \$200k. Ms. Manugian seconded the motion.*

Ms. Manugian asked what would happen if they did this. Mr. Haddad said that the Town would need to come up with the funds to perform the engineering study and didn't have an issue with this motion. Mr. Reilly said he recalled that it needed to be a shovel ready project. Mr. Haddad said that they would. Ms. Manugian said that to get the design work done was in their best interest and didn't support this. Mr. Haddad said that he would come back to the Board before spending any of this money.

*Roll Call: Reilly-nay; Manugian-nay; Pine-nay; Degen-aye*

2. Mr. Haddad said that at last week's Select Board Meeting, Select Board Cunningham asked the Board to consider adding a Ballot Question to this year's Annual Election on the proposed changes to the Town Seal, instead of having a Town Meeting Warrant Article. He said that he reached out to Town Counsel and asked him if this was a possibility. Town Counsels' Opinion was as follows:

*"The statute on town seals, M.G.L. c. 40, Section 47, provides: 'Each town shall have a seal, established at a town meeting, to be kept by the town clerk. Papers or documents issued from any office or board of the town may be attested therewith.' Since the seal must be established at town meeting, changes to the seal must be approved at town meeting. I do not believe a ballot question would suffice because there is a legal distinction between a town meeting and a town election. Further, I do not believe the Select Board has legal authority to set up a binding ballot question on this subject. That said, in accordance with M.G.L. c. 53, Section 18A, the Select Board is free to set up a "nonbinding public opinion advisory question" on this subject at the annual town election. Such a question could not legally change the seal, but it may provide the Town with a larger group of voters to opine on this issue than would ordinarily attend a town meeting. Like any ballot question, the language of the question must be provided to the Town Clerk at least 35 days before the election."*

Mr. Haddad said that based on this opinion, he did not recommend a Ballot Question and therefore should allow Town Meeting to consider the Article at this Spring's meeting. Mr. Reilly said he thought it was a good idea to bring it to the ballot but said it appeared it was an exercise in futility. Mr. Degen said he didn't see what the harm was in adding this to the ballot. Mr. Degen said they should have a ballot vote as an advisory, pull the article from the Spring Town Meeting and add it to the fall warrant instead.

Mr. Cunningham joined the meeting at 8:31pm.

Mr. Cunningham said that he agreed with the point Mr. Degen raised. He said that having a ballot vote on this would make it easier to go back to a fall town meeting to bring forward the wishes of the voters. He thought this would be a more thoughtful approach and wasn't critical to act on right now. He said it would avoid acrimony and ill will at the Spring Town Meeting. Ms. Manugian said she was concerned that this had already been delayed once and needed to make a decision at some point. She said she felt strongly that the seal needed to be updated and didn't want to back them into a corner. Mr. Cunningham said that he didn't see them as backed into a corner but following the will of the voters. Mr. Degen said that a broad-based representation by a vote vs. the couple of hundred people that would show up to a town meeting was a better option. Ms. Manugian said she had no issue with this but thought picking and choosing what goes on the ballot vs. town meeting was messy.

Mr. Robertson said he agreed with Mr. Degen adding this was something special. He said that this was just like the Town Clerk position expect it would be advisory. He said there was a lot of emotion around this. Ms. Pine said that a lot of people might not avail themselves of opportunities to educate themselves and thought they would lose something by sending it to the ballot.

*Ms. Manugian moved to add a non-binding question to the ballot and remove the town seal from the Spring Town Meeting warrant. Mr. Degen seconded the motion. Roll Call: Reilly-aye; Cunningham-aye; Manugian-aye; Degen-aye; Pine-aye*

Mr. Haddad said that he would bring back a ballot question for the Board to consider next week.

3. Mr. Haddad respectfully requested that the Board vote to extend the deadline for employees to receive the COVID-19 Booster Shot from March 15, 2022 to March 31, 2022. He said that as discussed at last week's meeting, Melisa Doig was able to schedule to Booster Clinics (provided by Ayer Family Pharmacy) at the Groton Town Hall on March 16th and March 23rd from 10 a.m. to 12 p.m.

*Ms. Manugian made the motion to extend the deadline for employees to receive their booster shot to March 31, 2022. Mr. Cunningham seconded the motion. Roll Call: Reilly-aye; Cunningham-aye; Manugian-aye; Degen-aye; Pine-aye*

Mr. Haddad said that he, Ms. Pine and Ms. Stanley had drafted a proposed Comment Letter to Mass Housing on the proposed 40B Project by Heritage Landing Development. Ms. Manugian said she had asked for the attachments to review everything and had an issue with paragraph 3 on page 1. She said that she didn't think they voted it was a suitable location adding there were a number of issues with this location. Mr. Degen agreed adding he couldn't think of a worse place to put this. Mr. Degen suggested that it state this was not a suitable location. Ms. Manugian said that it could say marginal at best to garner more support. Mr. Cunningham said that the Housing Partnership would have a letter by next Monday. He said that the Housing Partnership appreciated that it would have affordable housing but had significant site issues. Mr. Reilly said it wasn't the best location but didn't think they could stop it from going in there. Ms. Pine said that Mass Housing had to approve or not approve it. Ms. Pine said that they needed affordable housing and had a developer who was going to build it adding this property had been permitted once before. Ms. Manugian said that local concerns were taken seriously and thought they should be looking elsewhere. Mr. Degen agreed that they needed affordable housing but didn't think this was the proper location. Mr. Haddad said he would bring this back next week.

### **ON-GOING ISSUES**

Mr. Degen asked for a report from Tom Orcutt to discuss the PFAS issue at the High School.

Ms. Manugian asked if the car charging stations could be removed from the list.

Mr. Cunningham had issues with reception at this point and was not present.

### **MINUTES**

*Mr. Degen moved to approve the minutes of the regularly scheduled meeting on February 14, 2022. Ms. Manugian seconded the motion. Roll Call: Manugian-aye; Pine-aye; Degen-aye; Reilly-abstain*

*Mr. Degen moved to approve the minutes of the regularly scheduled meeting on February 28, 2022. Ms. Manugian seconded the motion. Roll Call: Manugian-aye; Pine-aye; Degen-aye; Reilly-aye*

*Mr. Degen moved to adjourn the meeting at 8:54pm and move into executive session for clauses 2 and 3 with no intent to return to the open session. Ms. Manugian seconded the motion. Roll Call: Cunningham-aye; Manugian-aye; Degen-aye; Pine-aye; Reilly-aye*

Approved: \_\_\_\_\_  
Peter S. Cunningham, Clerk

\_\_\_\_\_ respectfully submitted:  
Dawn Dunbar,  
Executive Assistant to the Town Manager

Date Approved: