



Town Manager
Mark W. Haddad

TOWN OF GROTON

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

Select Board

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

**SELECT BOARD MEETING
MONDAY, SEPTEMBER 19, 2022
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL**

- | | |
|----------------|--|
| 6:00 P.M. | In Joint Session with the Finance Committee and Capital Planning Advisory Committee – Set Priorities for Fiscal Year 2024 Town Manager's Proposed Capital Budget |
| 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. Consider Ratifying the Town Manager's Appointment of Patrick Timmins as a Sergeant for the Groton Police Department and Shayla Watson as a Communications Officer |
| | 2. Update on the Select Board Meeting Schedule Through the End of the Year |
| II. 7:10 P.M. | Items for Select Board Consideration and Action |
| | NONE |
| III. 7:15 P.M. | Former Nod Road Landfill Update – Luke Fabbri – Geological Field Services, Inc. |
| IV. 7:30 P.M. | Public Hearing – In Joint Session with the Finance Committee – Review the Articles Contained in the 2022 Fall Town Meeting Warrant |

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. ARPA Funding

SELECT BOARD LIAISON REPORTS

- V. Minutes: Regularly Scheduled Meeting of September 6, 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: *September 19, 2022*

TOWN MANAGER'S REPORT

Please note that Monday's meeting will commence at 6:00 p.m. with a Joint Meeting between the Select Board, Finance Committee and Capital Planning Advisory Committee. The purpose of the meeting will be to discuss Capital Budget Priorities prior to the creation of the Fiscal Year 2024 Town Manager's Proposed Capital Budget. Enclosed with this report is the preliminary Capital Budget based on last year's approved budget. You can use this as a guide to develop the priorities for Fiscal Year 2024. The Regular Meeting will commence at 7:00 p.m. In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there are two scheduled Agenda Items on Monday's Agenda. Luke Fabbri, President of Geological Field Services, Inc. will be in to discuss his Report on the former Nod Road Landfill. Second, the Select Board will be meeting in Joint Session with the Finance Committee to conduct the Public Hearing on the Warrant for the 2022 Fall Town Meeting. Also enclosed with this Report is the latest draft of the Warrant, along with a memorandum from me providing recommendations for the various Articles requiring funding. Due to timing issues, I would respectfully request that the Select Board consider taking positions on the Articles during the Public Hearing.

1. I am pleased to notify the Select Board that I have accepted the Police Chief's recommendations and appointed Patrick Timmins as a Sergeant for the Police Department and Shayla Watson as a Dispatcher for the Communications Department. I would respectfully request that the Select Board consider ratifying these appointments at Monday's meeting.
2. Please see the update to the meeting schedule that will take the Board through the end of the year:

Monday, September 26, 2022

No Meeting (Rosh Hashanah)

Monday, October 3, 2022

-Issue Warrant for 2022 Fall Town Meeting

Continued on Next Page – Over >

Select Board
Weekly Agenda Update/Report
September 19, 2022
page two

2. Continued:

Monday, October 10, 2022	No Meeting (Indigenous People's Day)
Monday, October 17, 2022	-Fall Town Meeting Prep
Saturday, October 22, 2022	2022 Fall Town Meeting
Monday, October 24, 2022	-Meet with FinCom to Establish FY 2024 Budget Guidance
Monday, October 31, 2022	Regularly Scheduled Meeting
Monday, November 7, 2022	No Meeting
Monday, November 14, 2022	Regularly Scheduled Meeting
Monday, November 21, 2022	Regularly Scheduled Meeting
Monday, November 28, 2022	No Meeting
Monday, December 5, 2022	Regularly Scheduled Meeting
Monday, December 12, 2022	Regularly Scheduled Meeting
Monday, December 19, 2022	Regularly Scheduled Meeting
Monday, December 26, 2022	No Meeting (Christmas Holiday)
Monday, January 2, 2023	No Meeting (New Year Holiday)
Monday, January 9, 2023	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

NONE

MWH/rjb
enclosures

**Town of Groton, Massachusetts
CAPITAL PLAN
2024 - 2028**

FUNDING SUMMARY						
	2024	2025	2026	2027	2028	Five Year Total
GENERAL FUND	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
BOND/GRANTS	\$ 500,000	\$ 5,000,000	\$ 617,972	\$ -	\$ -	\$ 6,117,972
CAPITAL ASSET	\$ 752,420	\$ 1,858,928	\$ 709,571	\$ 881,308	\$ 222,157	\$ 4,424,384
FREE CASH	\$ 100,000	\$ 35,000	\$ -	\$ -	\$ -	\$ 135,000
WATER REVENUE	\$ 110,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 235,000
SEWER REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ 4,000,000
AMBULANCE FUND	\$ 417,750	\$ -	\$ -	\$ 375,000	\$ -	\$ 792,750
GDRSD CAPITAL	\$ 552,203	\$ 553,408	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,605,611
TOTAL	\$ 2,432,373	\$ 7,612,336	\$ 1,867,543	\$ 1,796,308	\$ 4,762,157	\$ 18,470,717

Town of Groton, Massachusetts
CAPITAL PLAN
2024 - 2028

LISTING OF PROJECTS BY FUNDING SOURCE

GENERAL FUND

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Town Facilities	IT Infrastructure/Computer Purchase		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	General Fund
Subtotal			\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	

BOND/GRANTS

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Town Facilities Fire	Prescott School - Placeholder Engine 7 Replacement		\$ 5,000,000	\$ 617,972			Bond/CPA Bond
Subtotal			\$ -	\$ 5,000,000	\$ 617,972	\$ -	\$ -	

FREE CASH

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Planning Board	Complete Streets Program		\$ 35,000				Free Cash
	Planning Board	Master Plan Update	\$ 50,000					Free Cash
	Country Club	Driving Range Improvements	\$ 50,000					Free Cash
Subtotal			\$ 100,000	\$ 35,000	\$ -	\$ -	\$ -	

Town of Groton, Massachusetts
CAPITAL PLAN
2024 - 2028

LISTING OF PROJECTS BY FUNDING SOURCE (CONTINUED)

CAPITAL ASSET STABILIZATION FUND

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Fire and EMS	Forestry 4 Replacement		\$ 542,985				Capital Asset
	Fire and EMS	SCBA Replacement		\$ 500,000				Capital Asset
	Fire and EMS	Portable Radio Replacement				\$ 160,000		Capital Asset
	Fire and EMS	Forestry 2 Replacement				\$ 225,000		Capital Asset
	Highway	Pick-Up Trucks		\$ 40,000				Capital Asset
	Highway	Brush Mower/Field Mower		\$ 70,000				Capital Asset
	Highway	Intermediate Truck			\$ 75,000	\$ 75,000		Capital Asset
	Highway	Dump Truck	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	Capital Asset
	Highway	Loader	\$ 200,000					Capital Asset
	Highway	Excavator			\$ 220,000			Capital Asset
	Town Facilities	IT/Infrastructure/Computer Purchase	\$ 40,000					Free Cash
	Town Facilities	Municipal Building Exterior Repairs	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Capital Asset
	Town Facilities	Police Station HVAC	\$ 65,000					Capital Asset
	Town Facilities	Building Maintenance Van	\$ 55,000					Capital Asset
	Town Facilities	Seal Police and Fire Parking Lots	\$ 30,000					Capital Asset
	Transfer Station	Baler/Maintenance		\$ 25,000				Capital Asset
	Transfer Station	Fork Lift/Mini Loader			\$ 60,000			Capital Asset
	Library	Carpet Replacement		\$ 30,000				Capital Asset
	Library	Repaint Library Interior		\$ 30,000	\$ 30,000			Capital Asset
	Library	HVAC Rooftop Units Replacement				\$ 80,000		Capital Asset
	Park Department	Property Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Capital Asset
	Police	Police Cruisers	\$ 117,420	\$ 120,943	\$ 124,571	\$ 128,308	\$ 132,157	Capital Asset
	Police	Police Pick-up Truck			\$ 55,000			Capital Asset
	Police	Hazmat Storage Evidence Locker	\$ 40,000					Capital Asset
	Police	Fire Protection - Building Sprinklers		\$ 350,000				Capital Asset
	Police	Generator Replacement				\$ 68,000		Capital Asset
	Police	Taser Replacement			\$ 20,000	\$ 20,000		Capital Asset
	Country Club	Golf Carts	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		Capital Asset
	Country Club	Parking Lot Improvements	\$ 80,000					Capital Asset
	Country Club	Bird Box Unit for Electric Carts		\$ 25,000				Capital Asset
	Country Club	Greens Equipment	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		Capital Asset
Subtotal			\$ 752,420	\$ 1,858,928	\$ 709,571	\$ 881,308	\$ 222,157	

Town of Groton, Massachusetts
CAPITAL PLAN
2024 - 2028

LISTING OF PROJECTS BY FUNDING SOURCE (CONTINUED)

WATER REVENUE

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Water Department	Water Meter Replacement Program	\$ 75,000	\$ 75,000				Water Revenue
	Water Department	New Vehicle		\$ 50,000				Water Revenue
	Water Department	Chestnut Hill Tank Painting	\$ 35,000					Water Revenue
Subtotal			\$ 110,000	\$ 125,000	\$ -	\$ -	\$ -	

SEWER REVENUE

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Sewer Department	Nod Road Pump Station	\$ 500,000				\$ 4,000,000	Grant/Sewer Rev
Subtotal			\$ 500,000	\$ -	\$ -	\$ -	\$ 4,000,000	

AMBULANCE FUND

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	Fire and EMS	Command Vehicle	\$ 70,000					Ambulance Fund
	Fire and EMS	Ambulance 2 Replacement				\$ 375,000		Ambulance Fund
	Fire and EMS	Ambulance 1 Replacement	\$ 347,750					Ambulance Fund
Subtotal			\$ 417,750	\$ -	\$ -	\$ 375,000	\$ -	

GROTON DUNSTABLE REGIONAL SCHOOL DISTRICT CAPITAL FUND

Page	Program	Description	Cost 2024	Cost 2025	Cost 2026	Cost 2027	Cost 2028	Funding Source
	GDRSD	Annual Regional School Capital	\$ 552,203	\$ 553,408	\$ 500,000	\$ 500,000	\$ 500,000	GDRSD Capital
Subtotal			\$ 552,203	\$ 553,408	\$ 500,000	\$ 500,000	\$ 500,000	
Capital Improvement Program Total			\$ 2,432,373	\$ 7,612,336	\$ 1,867,543	\$ 1,796,308	\$ 4,762,157	

**LEGAL NOTICE
TOWN OF GROTON
PUBLIC HEARING**

The Select Board has scheduled a joint public hearing with the Finance Committee for Monday, September 19, 2022, at 7:30 P.M. at the Groton Town Hall, Second Floor Meeting Room, 173 Main Street, Groton, MA. The purpose of this hearing will be to discuss the articles contained in the October 22, 2022 Fall Town Meeting Warrant.

All interested parties are encouraged to attend.

SELECT BOARD

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

Groton Herald
September 9, 2022
September 16, 2022

Revised: September 13, 2022

Warrant, Summary, and Recommendations

TOWN OF GROTON



2022 FALL TOWN MEETING

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

Beginning Saturday, October 22, 2022 @ 9:00 AM

Attention – Voters and Taxpayers
Please bring this Report to Town Meeting

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."¹ "Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article."²

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.

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

² *Id.*

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.

Explanation of a Consent Agenda

A consent agenda is a procedure to group 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.

**FALL TOWN MEETING WARRANT
OCTOBER 22, 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, 344 Main Street, Groton, Massachusetts in said Town on Monday, the twenty-second day of October, 2022 at Nine O'clock in the morning, to consider the following:

ARTICLE LISTINGS

Article 1*	Prior Year Bills	5
Article 2*	Amend the Fiscal Year 2023 Town Operating Budget	5
Article 3*	Amend the Fiscal Year 2023 Stormwater Enterprise Budget	6
Article 4*	Transfer Money Into Capital Stabilization Fund	6
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	Report of the Town Manager to the 2022 Fall Town Meeting	17

*Will be presented as one motion as a Consent Agenda

Article 1: *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. Please see the Town Manager's Report starting on page 17 for additional information related to this Article.*

Article 2: *Amend the Fiscal Year 2023 Town Operating Budget*

To see if the Town will vote to amend the Fiscal Year 2023 Operating Budget as adopted under Article 5 of the 2022 Spring Town Meeting and vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for Fiscal Year 2023, or to take any other action relative thereto.

Finance Committee

Select Board

Town Manager

Select Board:

Finance Committee:

Summary: *The Fiscal Year 2023 Town Operating Budget was approved at the 2022 Spring Town Meeting in May, 2022. Any changes to this Budget would have to be made prior to setting the tax rate. The purpose of this article is to make any necessary changes to balance the FY 2023 Operating Budget. Please see the Town Manager's Report starting on page 17 for additional information related to this Article.*

Article 3: *Amend the Fiscal Year 2023 Stormwater Enterprise Budget*

To see if the Town will vote to amend the Fiscal Year 2023 Stormwater Enterprise Budget as adopted under Article 5 of the 2022 Spring Town Meeting and to raise the necessary funds through the Stormwater Facility User Utility Fee as may be necessary to defray the expenses of the Stormwater Enterprise Budget for Fiscal Year 2023, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *The Fiscal Year 2023 Stormwater Enterprise Budget that was approved at the 2022 Spring Town Meeting under Article 5, needs to be adjusted to reflect additional expenses that were not identified at the time the budget was developed and approved. The purpose of this article is to make any necessary changes to the Stormwater Budget. Please see the Town Manager's Report starting on page 17 for additional information related to this Article.*

Article 4: *Transfer Money Into the Capital Stabilization Fund*

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 added to the sum already on deposit in the Capital Stabilization Fund, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *As of the printing of this Warrant, the Fund has a balance of \$94,735. The financial management goal is to achieve and maintain a balance in the Capital Stabilization Fund equal to 1.5% of the total annual budget. The target amount for the Capital Stabilization Fund will be provided at Town Meeting. Please see the Town Manager's Report starting on page 17 for additional information related to this Article.*

Article 5: *Transfer Money into the Stabilization Fund*

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 added to the sum already on deposit in the Stabilization Fund, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *As of the printing of this Warrant, the balance in this fund is \$2,077,113. The financial management goal is to achieve and maintain a balance in the Fund equal to 5% of the total annual budget. The target amount for the Fund will be provided at Town Meeting. Please see the Town Manager's Report starting on page 17 for additional information related to this Article.*

Article 6: *Transfer Money into the GDRSD Capital Stabilization Fund*

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 added to the sum already on deposit in the Town of Groton Capital Stabilization Fund for the Groton Dunstable Regional School District, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *As of the printing of the Warrant, the balance in this fund is \$3,234. This fund covers the Town of Groton's share of the Groton Dunstable Regional School District Committee's long-range Capital Plan to address its capital needs. The target amount will be provided at Town Meeting. Please see the Town Manager's Report starting on page 17 for additional information related to this Article.*

Article 7: *Debt Service for Middle School Track*

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2023 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting and Article 9 of the April 30, 2022 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

Select Board:

Finance Committee:

Community Preservation Committee:

Summary: *This article appropriates the debt payments for the Middle School Track Project. The anticipated debt service for Fiscal Year 2023 is \$8,835. Funding for this article will come from the Unallocated Reserve of the Community Preservation Fund.*

Article 8: *Additional Funding for Master Plan*

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, for the purpose of funding the update to Groton's Master Plan as prepared by the Planning Board and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Planning Board:

Summary: *The 2022 Spring Town Meeting appropriated \$100,000 for the Planning Board to hire a consultant to begin updating the Town's Master Plan. The anticipated cost to complete the update is \$150,000. The original intent was to ask the Town to appropriate the additional \$50,000 next year, but having all of the money upfront will provide the Planning Board with the opportunity to solicit bids and enter into one contract that is fully funded. It will give the Planning Board a competitive advantage in procuring a consultant. This Article will seek \$50,000 from Free Cash for this purpose.*

Article 9: Whitney Pond Well Site Construction

To see if the Town will vote to appropriate an additional sum or sums of money, by borrowing or otherwise, to be expended under the direction of the Board of Water Commissioners, to pay all the costs of construction related to the development of the new Whitney Pond Well Site (Whitney Pond Well #3), including the payment of all costs incidental and related thereto, or to take any other action relative thereto.

Board of Water Commissioners

Select Board:

Finance Committee:

Summary: *This article allows the Board of Water Commissioners to expend an additional sum of \$150,000.00, to be raised through water rates, to cover the additional costs of Construction related to the new source well at the Whitney Pond Well Site (Whitney Pond #3).*

Article 10: Electronic Voting at Town Meeting

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 purchase the necessary software and devices to allow for Electronic Voting at all Groton Town Meetings, and all costs associated and related thereto, or to take any other action relative thereto.

Electronic Voting Study Committee

Select Board:

Finance Committee:

Summary: *The 2022 Spring Town Meeting created an Electronic Voting Study Committee, which was charged with evaluating the option of implementing electronic voting at Town Meeting. The Committee, made up of the Town Clerk and four registered voters of the Town appointed by the Town Moderator, has performed a comprehensive review of electronic voting including risks, benefits, costs, and procedures. The Committee will present their findings to Town Meeting along with the cost of acquiring and operating electronic voting, should Town Meeting vote to do so. It is anticipated that the cost to procure this system is \$25,000.*

Article 11: *Funding to Remove Building – 159 West Main Street*

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 remove the building located at 159 West Main Street and shown on Assessors' Map 106 as Parcel 33, and all costs associated and related thereto, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *This property is the former Squannacook Sportsman Club. Recently the Federal Environmental Protection Agency, in cooperation with the Massachusetts Department of Environmental Protection, conducted a clean-up to remove all lead from this property, building and abutting properties. The 2018 Spring Town Meeting authorized the Select Board to take this property, but the Select Board held off until such time as it was environmentally sound to do so. The Plan is to use this property to supplement the activities of the Center in West Groton by creating walking paths, picnic areas and overflow parking. The purpose of this Article is to provide the necessary funding to remove the former Indoor Shooting Range.*

Article 12: *Amend Chapter 105 – "Alcoholic Beverages"*

To see if the Town will vote to amend Chapter 105, "Alcoholic Beverages, §105-1 "Open Container of Alcoholic Beverage", by deleting §105-1 in its entirety and replacing it with the following:

§105-1 – Open Container of Alcoholic Beverage. No person shall possess an open container of any alcoholic beverage, as defined in MGL C. 138, § 1, while on, in or upon a) any public way or any way to which the public has a right of access, or b) any public common, park or playground, or c) any place to which members of the public have access as invitees or licensees without consent of the owner or person in control of such land or place; or d) any private land or place without consent of the owner or person in control of such land or place, provided, however, that the Select Board may authorize the sale, possession, and consumption of alcoholic beverages on any Town-owned property from a duly licensed vendor.

or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *Approval of this Article will allow the Select Board, acting as the Local Licensing Authority, and pursuant to the General Laws of the Commonwealth, to grant a liquor license for consumption of alcoholic beverages on Town-owned property.*

Article 13: Amend Chapter 196 – “Signs”

To see if the Town will vote to amend Section 196-5 of the Town of Groton Bylaws (entitled “Prohibited signs”), by inserting the following new paragraph J:

J. Signs that threaten violence against particular individuals or groups.

or to take any other action relative thereto.

Sign Committee

Select Board:

Finance Committee:

Summary: *After receiving several complaints expressing concerns about some political signs around Town, the Sign Committee asked Town Counsel to do a complete and thorough review of the Sign Bylaw to determine if amendments to the Bylaw can address these kinds of signs. In Town Counsel’s Opinion, amendments to the Sign Bylaw seeking to regulate profane content are likely unenforceable and unlikely to be approved by the Attorney General’s Office. That said, an amendment to prohibit signs containing threatening content may be permissible if drafted and enforced consistent with First Amendment holdings. The purpose of this Article is to amend the Sign Bylaw to prohibit signs containing threatening content.*

Article 14: Citizens' Petition – Rezone 797 Boston Road

To see if the Town will vote to rezone the property situated at 797 Boston Road, which is shown on the Groton Assessor's Maps as Parcel 133-49 and described in a deed recorded with Middlesex County South District Registry of Deeds in Book 45322 at Page 597, as Neighborhood Business (NB), or to take any other action relative thereto.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Eileen Hackney	124 Riverbend Drive	Kristin Murphy	39 Britt Lane
Michael Hackney	124 Riverbend Drive	Kathleen Murphy	39 Britt Lane
Ralph Acaba	45 Painted Post Road	Craig McMahan	201 Flavell Road
Maureen Naughton	633 Longley Road	Jennifer Savoie	201 Flavell Road
Robinson Moore	26 Powderhouse Road	Kevin Griffin	168 Shelters Road

Select Board:

Finance Committee:

Planning Board:

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *The owner of this parcel wishes to change the zoning of the property from Residential–Agricultural (R-A) to Neighborhood Business (NB) to allow for the development of an indoor pickleball facility. The proposed facility would require the issuance of a Special Permit by the Zoning Board of Appeals, pursuant to the Zoning Bylaw.*

Article 15: *Citizens' Petition – 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 225-49 (91 Chicopee Row) but only for the exclusive use of 91 Chicopee Row, 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.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Donald Black	573 Longley Road	Robert S. Hargraves	21 Temple Drive
Dan Emerson	348 Boston Road	Ellen T. Hargraves	21 Temple Drive
Deirdre Slavin-Mitchell	313 Longley Road	Earl N. Carter	8 Lone Lane
John R. Sopka	344 Boston Road	Bonnie Carter	8 Lone Lane
Alicia Black	573 Longley Road	Patricia DuFresne	90 Townsend Road

Select Board:

Finance Committee:

Sewer Commission:

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *This article requests authorization from the Town Meeting to expand the Center Sewer District to include Lot 225-49, Groton. This article, if approved, will provide Sewer Capacity for the exclusive use of said Lot.*

Article 16: *Citizens' Petition – Reduce the Tax Rate*

Reduce the tax rate: Long term residents are being forced out of town because the taxes are too high. For residents that have lived in town twenty-five (25) years or longer the overall tax shall not increase even if the appraised value of the property is increased.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Jacqueline Thibeau	291 Townsend Road	Guy Alberghini	215 Main Street
Cathy Smith	46 Painted Post Road	John Caloggero	71 Tavern Road
Darlene Deschambeault	13 Longfellow Road	Max Hallsett	39 Chicopee Row
Steven Fells	1035 Lowell Road	Brenden Mahoney	47 Hoyts Wharf Road
Carol Coleman	505B Boston Road	Ronald Moncoeur	15 McCarthy Drive

Select Board:

Finance Committee:

Summary: *No Summary was submitted with this Article.*

Article 17: *Citizens' Petition – Affordable Housing*

Affordable Housing: Each development of three (3) houses or more shall have affordable housing. Developers shall not be able to buy the way out of building affordable housing.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Jacqueline Thibeau	291 Townsend Road	Guy Alberghini	215 Main Street
Cathy Smith	46 Painted Post Road	Darlene Deschambeault	13 Longfellow Road
Max Hallsett	39 Chicopee Row	Steven Fells	1035 Lowell Road
Carol Coleman	505B Boston Road	Ronald Moncoeur	15 McCarthy Drive
Yumei Sun	40 Wyman Road	Kevin Fuller	142 Gay Road

Select Board:

Finance Committee:

Summary: *No Summary was submitted with this Article.*

Article 18: *Citizens' Petition – Side by Side Comparison*

Side by Side comparison: There shall be a side-by-side comparison in the town meeting booklet as well as on a screen at the town meeting for everyone to see the current tax rate and what the tax rate will be if the bill that is being voted on passes.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Jacqueline Thibau	291 Townsend Road	Guy Alberghini	215 Main Street
Cathy Smith	46 Painted Post Road	Darlene Deschambeault	13 Longfellow Road
Max Hallsett	39 Chicopee Row	Steven Fells	1035 Lowell Road
Brenden Mahoney	47 Hoyts Wharf Road	Carol Coleman	505B Boston Road
Ronald Moncoeur	15 McCarthy Drive	Yumei Sun	40 Wyman Road

Select Board:

Finance Committee:

Summary: *No Summary was submitted with this Article.*

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 3rd Day of October in the year of our Lord Two Thousand Twenty-Two.

John F. Reilly

John F. Reilly, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice Chair

Matthew F. Pisani

Matthew F. Pisani, Clerk

Alison S. Manugian

Alison S. Manugian, Member

Peter S. Cunningham

Peter S. Cunningham, 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



TOWN OF GROTON

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

Select Board

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

Town Manager
Mark W. Haddad

To: *Select Board
Finance Committee*

From: *Mark W. Haddad – Town Manager*

Subject: *2022 Fall Town Meeting Expenditures*

Date: *September 14, 2022*

The purpose of this memorandum is to provide the Select Board and Finance Committee with information and recommendations for the various Articles that will be requesting funding in the 2022 Fall Town Meeting Warrant. Please note the following balances in the Town's various Reserve Accounts:

Stabilization Fund:	\$2,077,113
Capital Stabilization Fund:	\$ 94,735
GDRSD Capital Stabilization Fund:	\$ 3,234
Unexpended Tax Capacity:	\$ 53,775
Anticipated Free Cash:	\$2,098,384

These balances are important as we determine how to address the various requests. Please consider the following recommendations:

Article 1: Unpaid Bills

At this time, there are no unpaid bills. This Article will most likely be withdrawn from consideration.

Article 2: Amend the Fiscal Year 2023 Town Operating Budget

We have been reviewing the various budgets for any potential additions/reductions. As of the writing of this memorandum, we would request the following adjustments:

1. Town Clerk Salaries – The Town entered into an Agreement with Michael Bouchard to consult on the September 6, 2022 State Primary and November 8, 2022 State Election and assist with the transition to the new Town Clerk. Based on current and anticipated future payments, we will need to add \$9,021 to the Salary Line Item. This funding will come from Free Cash.

2. Town Clerk Wages – Nancy Pierce was appointed as Temporary Town Clerk during the transition from Michael Bouchard to Dawn Dunbar and received a weekly stipend for the additional duties. We also increased her hours from 25 to 35 during the transition. Based on the additional hours and stipend, we will need to add \$2,452 to the Wage Line Item. This funding will come from Free Cash.
3. Fire Department Wages - The Fire Department is requesting an additional \$169,184 in wages to cover overtime costs. This overtime cost can be broken into three categories, expected expenditures, unexpected expenditures, and surge capacity. In FY 2023, the Department placed a very high priority on the addition of a daytime Firefighter/EMT. It was anticipated that this position would allow the Department to close the most glaring gap which exists within the Fire Prevention/Community Risk Reduction area. With the number of required inspections continually rising, along with the development of the town, changing of technologies and new codes, the ability to maintain the same level of Risk Reduction activities has waned. Even with shuffling personnel to meet this need, a higher call volume this year has further stressed the system. The result is that work at all levels is becoming backlogged, threatening to stifle the Department's obligations commitments and progress. Without this additional Firefighter, filling shifts has historically come from the Chief, which has been done at the expense of administration functions. Last Spring (March 25, 2022), the Fire Chief notified the Select Board and Finance Committee that it was expected that overtime would be in excess of the \$109,000 budgeted allocation due to vacations and planned time off. This known challenge was unfortunately incredibly compounded by the loss of a firefighter due to a serious off-duty injury. The loss of the firefighter placed a burden on the department members to fill his shifts and it greatly accelerated the use of the already short overtime allocation. At the current rate of usage, the overtime budget will be depleted in January rather than the projected late May-June timeframe. The third piece is the workload that has built up. With the Chief and Deputy Chief having to operate as firefighters, time is lost on ongoing commitments such as the maintenance of policies, long term planning, training, development/mentoring of employees and other processes. As these items continually languish, the liability on the department, the members, and the town increases. While the best solution is the addition of a daytime position, the Fire Department has always been orientated to the betterment of the community as a whole and understands the financial constraints that restrict such moves. The Fire Chief has proposed creating overtime/per-diem shifts during the week day hours to help close the gaps in coverage that occur. This will free up the Chief and Deputy Chief to work on pressing issues such as intermediate and long-term planning. By utilizing overtime, there is no lasting implications such as additional retirement or benefits which significantly increase the cost. The requested amount is broken down between needed overtime to finish out the year (estimated to be \$112,608) and \$56,576 to place additional help on select shifts from October, 2022 through June 30, 2023. This funding will come free cash.

4. Building Department Salaries – During Open Enrollment last Spring, the Building Commissioner opted out of the Town’s Health Insurance Program. Based on the collective bargaining agreement between the Town and the Supervisors Union, the Building Commissioner will receive a payment of \$5,687 in FY 2023. This funding, since it is a recurring cost, will come from the Unexpended Tax Capacity.

Article 3: Amend the Fiscal Year 2023 Stormwater Enterprise Budget

The 2022 Spring Town Meeting approved a budget of \$216,995 for the Stormwater Utility Enterprise for Fiscal Year 2023. Since Town Meeting voted the budget, it was discovered that the budget did not include the Enterprise Fund Intergovernmental Cost (total of \$23,000) and the Union Agreement Cost (\$1,100). The Budget needs to be adjusted by this amount. This Article requests to increase the Enterprise Budget by \$24,100, bringing the total FY 2023 Stormwater Budget to \$241,095. The additional amount of \$24,100 will come from the Stormwater Fee set by the Select Board earlier this summer.

Article 4: Transfer Money into the Capital Stabilization Fund

The current balance in this fund is \$94,735. The Town’s Financial Policies call for a balance in this Fund of 1.5% of the Operating Budget. If all the transfers and appropriations are approved under Article 2 of this Warrant, the total Fiscal Year Operating Budget will be \$46,470,116. This would require a Capital Stabilization Fund Balance of \$697,052. Therefore, I am recommending that we transfer \$605,000 from Free Cash to add to this Fund.

Article 5: Transfer Money into the Stabilization Fund

The current balance in the Stabilization Fund is \$2,077,113. Our Financial Policies state that this Fund should have a balance of five (5%) percent of our Operating Budget (\$46,470,116). This would require a balance of \$2,323,506. Therefore, I am recommending that we transfer \$246,393 from Free Cash to add to this Fund.

Article 6: Transfer Money into the GDRSD Capital Stabilization Fund

The current balance in the GDRSD Capital Stabilization Fund is \$3,234. The FY 2024 Capital Plan for the District is currently estimated at \$552,203. Therefore, I am recommending that we transfer \$560,000 Free Cash to be added to this Fund.

Article 7: Debt Service for Middle School Track

From the Summary in the Warrant: This article appropriates the debt payments for the Middle School Track Project. The anticipated debt service for Fiscal Year 2023 is \$8,835. Funding for this article will come from the Unallocated Reserve of the Community Preservation Fund.

Article 8: Additional Funding for Master Plan Update

From the Summary in the Warrant: The 2022 Spring Town Meeting appropriated \$100,000 for the Planning Board to hire a consultant to begin updating the Town's Master Plan. The anticipated cost to complete the update is \$150,000. The original intent was to ask the Town to appropriate the additional \$50,000 next year, but having all of the money upfront will provide the Planning Board with the opportunity to solicit bids and enter into one contract that is fully funded. It will give the Planning Board a competitive advantage in procuring a consultant. This Article will seek \$50,000 from Free Cash for this purpose.

Article 9: Whitney Pond Well Site Construction

From the Summary in the Warrant: This article allows the Board of Water Commissioners to expend an additional sum of \$150,000.00, to be raised through water rates, to cover the additional costs of Construction related to the new source well at the Whitney Pond Well Site (Whitney Pond #3).

Article 10: Electronic Voting at Town Meeting

From the Summary in the Warrant: The 2022 Spring Town Meeting created an Electronic Voting Study Committee, which was charged with evaluating the option of implementing electronic voting at Town Meeting. The Committee, made up of the Town Clerk and four registered voters of the Town appointed by the Town Moderator, has performed a comprehensive review of electronic voting including risks, benefits, costs, and procedures. The Committee will present their findings to Town Meeting along with the cost of acquiring and operating electronic voting, should Town Meeting vote to do so. It is anticipated that the cost to procure this system is \$25,000. This funding will come from Free Cash

Article 11: Funding to Remove Building – 159 West Main Street

From the Summary in the Warrant: This property is the former Squannacook Sportsman Club. Recently the Federal Environmental Protection Agency, in cooperation with the Massachusetts Department of Environmental Protection, conducted a clean-up to remove all lead from this property, building and abutting properties. The 2018 Spring Town Meeting authorized the Select Board to take this property, but the Select Board held off until such time as it was environmentally sound to do so. The Plan is to use this property to supplement the activities of the Center in West Groton by creating walking paths, picnic areas and overflow parking. The purpose of this Article is to provide the necessary funding to remove the former Indoor Shooting Range. It is anticipated that the cost of removal is \$30,000. This funding will come from Free Cash.

Should the Select Board and Finance Committee agree with all the proposed Free Cash Transfers, we will need to use \$1,697,050, leaving an anticipated Free Cash balance of \$401,334. In the Spring of 2023, we will need about \$300,000 in Free Cash to cover Debt Service, OPEB Trust Fund and Department Head Performance Incentives, leaving a balance of 100,000 in Free Cash. For the line item that is reoccurring and will be funded through taxation, we will be \$45,380 under the anticipated Levy Limit for Fiscal Year 2023. We had estimated a tax rate of \$18.35 at the Spring Town Meeting. Based on the changes at the Fall Town Meeting that we are recommending, the anticipated tax rate is \$18.33. The following chart is a breakdown of the anticipated rate:

		Actual FY 2022		Proposed FY 2023	Dollar Change	Percent Change
Levy Capacity Used	\$	34,157,624	\$	35,224,034	\$ 1,066,410	3.12%
Tax Rate on Levy Capacity Used	\$	16.18	\$	16.57	\$ 0.39	2.41%
Average Tax Bill	\$	8,658	\$	8,867	\$ 209	2.41%
Excluded Debt	\$	2,140,460	\$	3,741,491	\$ 1,601,031	74.80%
Tax Rate on Excluded Debt	\$	1.01	\$	1.76	\$ 0.75	74.26%
Average Tax Bill	\$	540	\$	942	\$ 401	74.26%
Final Levy Used	\$	36,298,084	\$	38,965,525	\$ 2,667,441	7.35%
Final Tax Rate	\$	17.19	\$	18.33	\$ 1.14	6.63%
Average Tax Bill	\$	9,198	\$	9,808	\$ 610	6.63%

Attached to this memorandum is the updated Tax Levy Calculation that notes changes from what was proposed in the Spring, 2022. I look forward to discussing this in more detail with the Select Board and Finance Committee at Monday's Public Hearing.

MWH/rjb

cc: Patricia DuFresne – Town Accountant
Hannah Moller – Treasurer/Tax Collector
Megan Foster – Principal Assessor
Dawn Dunbar – Town Clerk
Melisa Doig – Human Resources Director
Kara Cruikshank – Executive Assistant

FISCAL YEAR 2023 LEVY LIMIT CALCULATION

Revised: 9/14/2022

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
F.	FY 2022 LEVY CEILING	\$	49,501,872	FY 2022 LEVY LIMIT

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
F.	FY 2023 LEVY CEILING	\$	49,501,872	FY 2023 LEVY LIMIT

Revised: 9/14/2022

TOWN OF GROTON, MASSACHUSETTS FY 2023 TOTAL TAX LEVY CALCULATION

FY 2023 LEVY LIMIT	\$	35,269,414
CAPITAL EXCLUSION	\$	-
DEBT EXCLUSION - TOWN	\$	3,320,202
FY 2023 EXCLUDED BOND REDUCTION	\$	(1,424)
DEBT EXCLUSION - SEWER	\$	-
DEBT EXCLUSION - WATER	\$	-
DEBT EXCLUSION - GDRSD	\$	422,713
SUB-TOTAL - EXCLUSIONS	\$	3,741,491
TOTAL TAX LEVY	\$	39,010,905

Revised: 9/14/2022

**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	\$ 3,741,491	\$ 1,601,031	
CHERRY SHEET - STATE AID	\$ 1,014,099	\$ 1,077,749	\$ 63,650	Actual Cherry Sheet. Increased by \$53,775 from original estimate
UNEXPENDED TAX CAPACITY	\$ 20,933	\$ -	\$ (20,933)	
LOCAL RECEIPTS:				
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	\$ 800,651	\$ 332,972	Increased by \$180,657 to cover increases in Town Clerk Budget and Fire Department Budget
Capital Stabilization Fund for GDRSD	\$ 217,298	\$ 577,026	\$ 359,728	
Stabilization Fund for Tax Rate Relief	\$ -	\$ -	\$ -	
Capital Asset Stabilization Fund	\$ 475,000	\$ 538,000	\$ 63,000	
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	\$ 309,000	\$ 219,000	
Sub-total - Other Revenue	\$ 1,549,977	\$ 2,239,901	\$ 689,924	Increased by \$180,657
WATER DEPARTMENT ENTERPRISE	\$ 1,404,564	\$ 1,647,167	\$ 242,603	
SEWER DEPARTMENT ENTERPRISE	\$ 798,860	\$ 837,839	\$ 38,979	
LOCAL ACCESS CABLE ENTERPRISE	\$ 215,905	\$ 223,219	\$ 7,314	
FOUR CORNER SEWER ENTERPRISE	\$ 68,769	\$ 79,134	\$ 10,365	
STORMWATER UTILITY ENTERPRISE	\$ 209,753	\$ 216,995	\$ 7,242	
TOTAL ESTIMATED REVENUE	\$ 45,929,284	\$ 50,294,529	\$ 4,365,245	Increased by \$234,432

TOWN OF GROTON
FISCAL YEAR 2023
TAX LEVY CALCULATIONS

Revised: 9/14/2022

FY 2023 PROPOSED EXPENDITURES

TOWN MANAGER - Proposed Budget

General Government	\$ 2,293,398
Land Use Departments	\$ 460,357
Protection of Persons and Property	\$ 4,840,213
Regional School Districts	\$ 26,189,285
Department of Public Works	\$ 2,345,816
Library and Citizen Services	\$ 1,892,083
Debt Service	\$ 3,651,258
Employee Benefits	\$ 4,797,706

Increased by
\$11,473 (Town
Clerk Budget).

Increased by \$5,687
(Building Inspector
Budget)

Increased by
\$169,184 (Fire
Department
Budget)

Increased by
\$186,344

Sub-Total - Operating Budget

\$ 46,470,116

- A. TOTAL DEPARTMENTAL BUDGET REQUESTS
- B. CAPITAL BUDGET REQUESTS
- C. ENTERPRISE FUND REQUESTS
- D. COMMUNITY PRESERVATION REQUEST

\$ 46,470,116

\$ 728,000

\$ 2,712,690

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	\$ 25,054
6. Revenue deficits	\$ -
7. Offset Receipts	\$ -
8. Authorized deferral of Teachers' Pay	\$ -
9. Snow and Ice deficit	\$ 168,040
10. Other	

Increased by \$2,708

- E. TOTAL OTHER AMOUNTS TO BE RAISED
- F. STATE AND COUNTY CHERRY SHEET CHARGES
- G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS

\$ 193,094

\$ 95,249

\$ 50,000

Increased by \$2,708

Increased by
\$189,052

TOTAL PROPOSED EXPENDITURES

\$ 50,249,149

FY 2023 ESTIMATED RECEIPTS

ESTIMATED TAX LEVY

Levy Limit	\$ 35,269,414
Debt Exclusion	\$ 3,741,491

- A. ESTIMATED TAX LEVY

\$ 39,010,905

Increased by
\$53,775

- B. CHERRY SHEET ESTIMATED RECEIPTS
- C. LOCAL RECEIPTS NOT ALLOCATED
- D. OFFSET RECEIPTS
- E. ENTERPRISE FUNDS
- F. COMMUNITY PRESERVATION FUNDS
- G. FREE CASH

\$ 1,077,749

\$ 4,961,620

\$ -

\$ 3,004,354

\$ -

\$ 800,651

Increased by
\$180,657

OTHER AVAILABLE FUNDS

1. Stabilization Fund	\$ -
2. Capital Asset Fund	\$ 538,000
3. GDRSD Capital Asset Fund	\$ 577,026
4. EMS/Conservation Fund	\$ -
5. Bond Surplus Transfer	\$ 15,224
6. Coronavirus Recovery Funds	\$ 309,000

- H. OTHER AVAILABLE FUNDS

\$ 1,439,250

Increased by
\$234,432

TOTAL ESTIMATED RECEIPTS

\$ 50,294,529

FY 2023 SURPLUS/(DEFICIT)

\$ 45,380

Surplus increased
by \$45,380

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

FISCAL YEAR 2023

I. TAX RATE SUMMARY

la. Total amount to be raised (from IIe)	\$ 50,249,148.95
lb. Total estimated receipts and other revenue sources (from IIIe)	\$ 11,283,623.67
lc. Tax levy (Ia minus Ib)	\$ 38,965,525.28
ld. Distribution of Tax Rates and Levies	

Reduced by \$45,380
from original
estimate

Reduced by \$0.02
from original
estimate

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%	\$ 36,745,365.55	\$ 2,004,265,680.00	\$ 18.33	\$ 36,745,365.55
NET OF EXEMPT					\$ -
OPEN SPACE	0.0000%	\$ -	\$ -		\$ -
COMMERCIAL	3.8068%	\$ 1,483,356.06	\$ 80,909,241.00	\$ 18.33	\$ 1,483,356.06
NET OF EXEMPT					\$ -
INDUSTRIAL	0.6846%	\$ 266,766.43	\$ 14,550,700.00	\$ 18.33	\$ 266,766.43
SUBTOTAL	98.7937%		\$ 2,099,725,621.00		\$ 38,495,488.03
PERSONAL	1.2063%	\$ 470,037.25	\$ 25,638,050.00	\$ 18.33	\$ 470,037.25
TOTAL	100.0000%		\$ 2,125,363,671.00		\$ 38,965,525.28

**SELECT BOARD MEETING MINUTES
MEETING VIA ZOOM
TUESDAY, SEPTEMBER 6, 2022**

SB Members Present: John F. Reilly, Chair; Rebecca H. Pine, Vice Chair; Matthew F. Pisani, Clerk; Alison S. Manugian, Member; Peter S. Cunningham, Member

Also Present: Mark W. Haddad, Town Manager; Patricia Dufresne, Town Accountant; Hannah Moller, Tax Collector/Treasurer; Melisa Doig, HR Director; Kara Cruikshank, Land Use Administrator; Bruce Easom, Conservation Commission; Allyson Bowden, EPA; Bill Lovely, EPA; Catherine Young, EPA;

John Reilly called the meeting to order at 7:00pm and reviewed the agenda.

ANNOUNCEMENTS

Ms. Pine introduced Bruce Easom and thanked him for his generous contribution to the Town. Mr. Easom had observed an ongoing issue of abandoned tires around town and has contributed \$3500 to assist in properly disposing tires at the Transfer Station. Mr. Easom stated that the first free tire day would be held on Saturday, October 1, 2022 to all Groton residents. Residents are required to show proof of residency and are allowed to dispose of 4 tires maximum per household.

Ms. Manugian said that a forum would be held on Thursday, September 8, 2022 at 6:00pm to discuss the finances of the construction of the Florence Roche School and what the options are to proceed forward.

Mr. Reilly said he spoke with Ashley Shaheen, Director of the Council on Aging and there is a luncheon being held on Friday, September 9, 2022 at 12:00pm at The Groton Center to honor Groton's First Responders, all are welcome.

Ms. Pine said that Mr. Haddad and the school's construction team would be meeting for an in person information session at The Groton Center tomorrow Tuesday, September 7, 2022 at 11:30am.

PUBLIC COMMENT

None

TOWN MANAGERS REPORT

1. Mr. Haddad requested that the Board ratify the appointment of Kara Cruikshank as the Executive Assistant to the Town Manager. He said that Ms. Cruikshank is currently the Land Use Administrator Assistant who has been a stellar employee and feels the transition to the new position will be relatively easy.

Ms. Pine moved to ratify the Town Managers appointment of Kara Cruikshank as the Executive Assistant to the Town Manager effective immediately. Mr. Cunningham seconded the motion. The motion carried unanimously.

2. Mr. Haddad requested that the Board ratify the appointment of Janet Sheffield to the Cable Advisory Committee and Christine Robinson as an Election Worker.

Mr. Cunningham moved to ratify the Town Managers appointment of Janet Sheffield to the Cable Advisory Committee effective immediately. Ms. Manugian seconded the motion. The motion carried unanimously.

Mr. Cunningham moved to ratify the Town Managers appointment of Christine Robinson as an Election Worker effective immediately. Ms. Pine seconded the motion. The motion carried unanimously.

3. Mr. Haddad requested that the Board accept the nomination of appointing Richard Lynch to the Trails Committee.

Ms. Pine moved to accept the Town Managers nomination of appointing Richard Lynch to the Trails Committee. Ms. Manugian seconded the motion. The motion carried unanimously.

4. Mr. Haddad said that a Special Town Meeting would be held on September 12, 2022 at 7:00pm located in the Groton Dunstable Regional Middle School Performing Arts Center. He said there will be a request for the Town to appropriate \$9.5 million for the Florence Roche construction project. Mr. Haddad stated the Director of Accounts of the Department of Revenue has approved the additional \$9.5 million of project costs and had determined that the costs are covered by the debt exclusions that were originally approved in May of 2021. If the Town approves the request by a 2/3 majority vote there is no need for an additional debt exclusion vote. Mr. Haddad said there is a quorum requirement of 173 voters.

Mr. Haddad said that himself, Brian Leblanc, David Saindon, and Tripp McElroy would be holding an informational A&Q tomorrow, Wednesday, September 7, 2022 at 11:30am at The Groton Center. The topic up for discussion is the request for the additional funding needed for the construction of the elementary school. Mr. Haddad reiterated that there would be a public forum held on Thursday, September 8, 2022 at 6:00pm by the Florence Roche Building Committee via zoom to address the financial aspects of the construction of the elementary school.

Mr. Haddad displayed a chart that he and Ms. Manugian developed showing the total tax impact of the \$9.5 million on taxpayers. He said that the initial tax impact commencing in January of 2023 would cost the average household \$353, this amount has already been approved. If the \$9.5 million is approved the permanent bonding costs would range from \$588-\$1260 initially and would reduce each year and retire in January of 2051.

5. Mr. Haddad reviewed the Board's schedule for the next few weeks.

SELECT BOARD ITEMS FOR CONSIDERATION

1. Mr. Haddad said the Liquor License Violation Policy was developed by reviewing surrounding communities and the ABCC website. He said that the policy is satisfactory and would allow for progressive discipline. Mr. Haddad requested that the Board approve the proposed Liquor License Violation Policy.

Mr. Cunningham questioned if the policy had been addressed by the Town Council. Mr. Haddad said no. Mr. Pisani questioned the extent of looking back on the policy. Mr. Haddad said all the policies he reviewed showed only three years prior. Ms. Pine questioned the statement that multiple violations in a single day count as a single violation. Mr. Haddad assured the Board that the information was copied from the ABCC website.

Mr. Cunningham moved to adopt the Liquor License Violation Policy 2022-01. Ms. Pine seconded the motion. The motion carried unanimously.

Mr. Haddad updated that Ixtapa adhered to the liquor license violation and had turned their license in to the police department.

2. Mr. Haddad said the proposed Cooling Center Policy would be enforced by the Emergency Management Team made up of the Town Manager, Police Chief, Fire Chief, and the COA Director and they would determine when the Center would be utilized as a Cooling Center. An amendment was added to clause 3 to include weekends. Ms. Pine recommended including holidays as well. Mr. Haddad requested that the Cooling Center Policy be adopted by the Board.

Ms. Pine moved to approve the Cooling Center Policy 2022-02. Mr. Cunningham seconded the motion. The motion passed unanimously.

3. Mr. Haddad requested that the Board adopt the FY2023 Goals and Objectives and that a Board member be assigned to each goal.

Mr. Cunningham was assigned to Environmental Contamination Issues.

Ms. Manugian was assigned to Climate Change.

Mr. Pisani and Mr. Reilly were assigned to Reducing Costs of Government.

Ms. Pine and Mr. Cunningham were assigned to Affordable Housing and Housing Diversity.

Ms. Pine was assigned Diversity, Equity, and Inclusion.

Mr. Cunningham moved to accept the fiscal year 2023 Goals and Objectives. Ms. Manugian seconded the motion. The motion carried unanimously.

4. Mr. Haddad requested that the Board approve a One Day All Alcoholic License for the Marigold Re-Open House after Summer Vacation to be Held at the Prescott Community Center on Friday, September 9, 2022 from 4:00 p.m. to 7:00 p.m. He apologized for the late notice.

Mr. Cunningham moved to approve the One Day All Alcoholic License for the Marigold Re-Open House After Summer Vacation to be Held at the Prescott Community Center on Friday, September 9, 2022 from 4:00 p.m. to 7:00 p.m. Ms. Pine seconded the motion. The motion carried unanimously.

5. Mr. Haddad thanked Mr. Cunningham for drafting the letter to be provided to the State Officials. Mr. Haddad requested that the Board approve the letter to the State Officials requesting funding for the Florence Roche Elementary School Construction Project

Ms. Pine moved to approve the drafted letter to the State Officials requesting funding for the Florence Roche Elementary School Construction. Mr. Pisani seconded the motion. The motion carried unanimously.

Ms. Pine suggested that the letter be shared with other school districts. Mr. Haddad said that the presentation scheduled for tomorrow includes 12 communities that are identified and can be notified. Mr. Cunningham agreed that it would be beneficial to involve other communities.

7:15 Update from the EPA on the Squannacook Sportsmen's Club Clean-up

Charlotte Gray, Community Involvement Coordinator; Allyson Bowden, On Scene Coordinator; Catherine Young, On Scene Coordinator; and Bill Lovely, Chief, Emergency Response & Removal Section II were all present for the update from The United States Environmental Protection Agency.

Ms. Bowden presented a slide show to the Board and briefly highlighted the following topics:

The Characteristics and History- Ms. Bowden identified the site located at 159 West Main Street on a provided map. She described the Sportsmen's Club to be a 7.09 acre lot that consisted of both an indoor and outdoor shooting range that was operational from 1959-2002.

EPA Involvement with This Site- Ms. Bowden said that in April 2021 the MassDEP referred the site to the EPA. The EPA then conducted a preliminary site investigation in August and September of 2021 and collected 400 soil samples and collected water samples. The results identified lead and arsenic contamination in the soil and were determined to be widely spread throughout the property and abutting parcels.

What to Expect during Removal Action - Ms. Bowden said that the working hours would be Monday through Friday, 7:00 am-5:30pm. There would be heavy equipment utilized, clearing of vegetation including trees up to 6 inch in diameter, and dust suppression. The workers would be wearing protective gear.

Projected Timeline- Ms. Bowden said that mobilization would commence on September 12, 2022 and that a trailer and a generator would be delivered to the site on Friday, September 9th. The estimated duration of the project is 6 months and the projected removal action would be complete by late Spring/Early Summer of 2023. Ms. Bowden said that the project may potentially shut down during the winter months.

Ms. Bowden listed the EPA's contact information and said that a factsheet associated with the cleanup could be found on the provided link response.epa.gov/squannacooksportsmanclub.

Mr. Haddad said that Mr. Cunningham and himself have been working collaboratively with the EPA for a couple of months and thanked the EPA for being very cooperative and up front.

Mr. Cunningham expressed that the approach and response that the EPA has taken has been very comprehensive and sensitive to the wetlands. He said that the EPA has also contacted Fisheries and Wildlife to assist in the management plan for the remediation process.

Ms. Pine asked if the water samples were contaminated and what the plan is for the vacant structure. Ms. Bowden said that there was only contamination found in the soil. The building would be remedied of any contamination and part of the vent line would be removed and covered. Mr. Haddad said that an article has been written in the warrant for the fall Town Meeting to address the removal of the structure. The request will require approval by the Conservation Commission as they are the CR holders. Mr. Haddad said that the EPA is exempt from demolishing the structure. Ms. Pine then asked if the abutters had been notified and what would occur with the contaminated materials. Ms. Bowden said that the owners have been notified and are aware of the process. The contaminated materials would be sent offsite to a permitted facility.

Mr. Cunningham stated that the Brownfields Grant initiated the testing and identified the issues that needed to be addressed at the Sportsmen Club.

Mr. Lovely introduced himself as a former Conservation Commissioner and said even though the EPA is exempt from any Conservation permitting he would ensure that the remediation process is extremely conscious of the wetlands and proper erosion controls would be installed when necessary.

Mr. Cunningham questioned the involvement of MassDEP within the project. Ms. Bowden said that the EPA is working very closely with MassDEP and trying to meet the EPA standards of 200ppm and the States

requirement of 400ppm. Mr. Lovely said when the project is finished the site would be returned to the MassDEP. Ms. Pine asked if there is a possibility that MassDEP would consider the site contaminated after the EPA completes their remediation. Mr. Lovely said that the EPA is removing the lead and restoring the site with clean fill, in his experience there has been no further action necessary after the States evaluation. Ms. Young assured the Board that the EPA works collaboratively with the State and meets the EPA's criteria. Mr. Haddad said that the Town would clarify with MassDEP once the project is turned over.

Mr. Easom suggested if the soil is excavated to 400ppm that there is a discussion with the MassDep to ensure that the soil has been excavated enough prior to adding the clean fill. Ms. Bowden said that the majority of samples collected identified lead from 0-6 inches in depth and the EPA intends on removing 12 inches of soil. She said that they would verify levels with the MassDEP on the most concentrated areas. Mr. Lovely said that it is unlikely for any lead to be greater in depth. Mr. Cunningham discussed the two main concentrated areas and said that the Brownfield Grant provided immediate response with the MassDEP and soil had been added and fencing was installed to keep the public from entering the site. Ms. Young said that the EPA would remove 12 inches of soil and based on the history they do not anticipate finding any contamination in a greater depth.

OTHER BUSINESS

Mr. Haddad said that there were no updates on other business at this time.

MEETING MINUTES

Ms. Pine moved to approve the minutes of the regularly scheduled meeting on August 22, 2022 as drafted. Mr. Pisani seconded the motion. The motion carried. Mr. Cunningham- Abstain

Mr. Reilly adjourned the meeting at 7:57 PM