



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

SELECT BOARD MEETING
MONDAY, FEBRUARY 6, 2023
AGENDA
SELECT BOARD MEETING ROOM
2nd FLOOR
GROTON TOWN HALL

7:00 P.M. **Announcements and Review Agenda for the Public**

7:05 P.M. **Public Comment Period**

I. **7:06 P.M.** **Town Manager's Report**

1. Town Treasurer/Tax Collector Hannah Moller - Approve and Sign Bond Anticipation Note Documents for Recent Issue
2. Notification of Town Manager's Vacation and Designation of Acting Town Manager
3. ARPA Funding Update
4. Fiscal Year 2024 Budget Development Update
5. Update on Select Board Meeting Schedule Through 2023 Spring Town Meeting

II. **7:10 P.M.** **Items for Select Board Consideration and Action**

1. Consider Appointing Ann Carpenter to the Invasive Species Committee
2. Consider Appointing Nancy Muller, Judith Romatelli and Harris McWade to the Local Cultural Council

III. **7:15 P.M.** **Affordable Housing Trust – Annual Report Update**

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

IV. **Minutes:** **Regularly Scheduled Meeting of January 30, 2023**

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: *February 6, 2023*

TOWN MANAGER'S REPORT

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 is one item scheduled on Monday's Agenda. The Affordable Housing Trust will be in to provide the Board with an update as to their activities to create and support affordable housing in Groton. I had provided the Board with information relative to their presentation under separate cover.

1. Town Treasurer Hannah Moller will attend Monday's meeting for the Board to vote to approve and sign the Bond Anticipation Notes for the recent bond issue for various issues, including the new Middle School Track, Water Treatment Plant, the new Whitney Pond Well, and Police Radios. She has accepted a split bid for a total of \$12,632,050 that will be received on February 17, 2023. The first bid awarded has gone to Piper Sandler & Co. They offered a 3.5% interest rate on \$5 million with a premium of \$38,800, bringing the NIC to 2.7%. The remaining balance of \$7,632,050 was awarded to Fidelity Capital Markets at 4% interest with an offer of \$103,796 in premium, bringing their NIC to 2.6%. These are outstanding rates thanks to our strong AAA Bond Rating. The vote needed by the Board is attached. The following is a summary of the bids:

	Piper Sandler	Fidelity Capital Markets	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$5,000,000.00	\$7,632,050.00	\$12,632,050.00
Reoffering Premium	38,800.00	103,795.88	142,595.88
Total Sources	\$5,038,800.00	\$7,735,845.88	\$12,774,645.88
Uses Of Funds			
Total Underwriter's Discount (0.110%)	2,400.00	11,448.08	13,848.08
Costs of Issuance	11,340.20	17,309.80	28,650.00
Deposit to Project Construction Fund	1,834,967.00	2,800,912.00	4,635,879.00
Renew Notes	3,165,033.00	4,831,138.00	7,996,171.00
Rounding Amount	25,059.80	75,038.00	100,097.80
Total Uses	\$5,038,800.00	\$7,735,845.88	\$12,774,645.88

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2. I will be on vacation and temporarily absent from my duties as Town Manager from February 13, 2023 through February 21, 2023. I have appointed Dawn Dunbar as Temporary Town Manager during my absence. In addition to managing the Town, she will cover for me at your February 13th meeting. Enclosed with this report is the official notification of my absence.
3. Select Board Member Pine had requested that I provide you with an update of the ARPA Budget. Also enclosed with this report is the ARPA Budget Summary and an accounting of what has been paid out thus far. We can take some time at Monday's meeting reviewing this document.
4. With regard to the Fiscal Year 2024 Proposed Operating Budget, at Monday's meeting I will update the Board on the proposed Nashoba Tech Assessment (the Town Officials Breakfast was held on February 3rd) and its impact on the proposed budget. In addition, please remember that the Groton Dunstable Regional School District Superintendent will be releasing her proposed budget on February 8th. The meeting will take place at the Middle School Performing Arts Center beginning at 7:00 p.m. I have posted this as a Select Board Meeting. I will provide any additional information on the Budget at Monday's meeting.
5. Please see the update to the meeting schedule that will take the Board through the 2023 Spring Town Meeting:

Wednesday, February 8, 2023

-GDRSD Committee Meeting – Superintendent Presents Preliminary Budget

Monday, February 13, 2023

-Diversity, Equity and Inclusion Committee Update

Monday, February 20, 2023

-No Meeting (President's Day Holiday)

Monday, February 27, 2023

-Executive Session to Review Collective Bargaining Budgeting Related Issues
-Review First Draft of 2023 Spring Town Meeting Warrant
-Consider Approving DPW Director in Training Program

Saturday, March 4, 2023

-Joint Budget Meeting with Finance Committee

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Select Board
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5. Continued:

Monday, March 6, 2023	-Regularly Scheduled Meeting
Monday, March 13, 2023	-Public Hearing on 2023 Spring Town Meeting Warrant Regularly Scheduled Meeting
Wednesday, March 15, 2023	-School Committee Approves Budget
Monday, March 20, 2023	-No Meeting
Monday, March 27, 2023	-Continuation of Public Hearing on Mail In Voting at Annual Town Election
Monday, April 3, 2023	-Regularly Scheduled Meeting
Monday, April 10, 2023	-Approve Warrant for Posting
Monday, April 17, 2023	-No Meeting (Patriot's Day)
Monday, April 24, 2023	-Regularly Scheduled Meeting
Saturday, April 29, 2023	-2023 Spring Town Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Invasive Species Committee has requested that the Board appoint Ann Carpenter to the Committee. I would respectfully request that the Board make this appointment at Monday's meeting.
2. The Local Cultural Council has requested that the Board appoint Nancy Muller, Judith Romatelli and Harris McWade to the Council. I would respectfully request that the Board make these appointments at Monday's meeting.

MWH/rjb
enclosures

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Groton, Massachusetts, certify that at a meeting of the board held February 6, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were passed, ____ in favor and ____ against, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of \$12,632,050 General Obligation Bond Anticipation Notes (the "Notes") of the Town dated February 17, 2023, payable February 16, 2024, at par and accrued interest plus the premiums indicated as follows:

<u>Number</u>	<u>Denomination</u>	<u>Interest Rate</u>	<u>Premium</u>	<u>Purchaser</u>
1	\$5,000,000	3.5%	\$36,400.00	Piper Sandler & Co
2	\$7,632,050	4.0%	\$92,347.80	Fidelity Capital Markets

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 24, 2023, and a final Official Statement dated January 31, 2023, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the and Notes and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Notes (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: February 6, 2023

Clerk of the Select Board

131541115v.1



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Town Manager
Mark W. Haddad

January 31, 2023

Honorable Select Board
Honorable Town Clerk
Town of Groton
173 Main Street
Groton, MA 01450

RE: Temporary Absence of the Town Manager

Dear Members of the Select Board and Town Clerk:

The purpose of this letter is to advise you, pursuant to Section 4.4.2 of the Groton Charter, that I will be temporarily absent from my duties as Town Manager from February 13, 2023 through February 21, 2023. Pursuant to this Section, I am designating Dawn Dunbar as Acting Town Manager to perform the duties of the Town Manager during my temporary absence.

Thank you for your attention to this matter.

Sincerely,

Mark W. Haddad
Town Manager

cc: Kara Cruikshank – Executive Assistant
All Department Heads

	Proposed Budget for Town of Groton												revised	1/19/2023
	Coronavirus State and Local Fiscal Recovery Funds													
Spending Date	Allotment	Projects:	AR1	AR2	AR7	AR3	AR7	AR6	AR4	AR9	AR5		AR8	
			GDRSD	Comm Towers	Employee Retention	Public Safety Ops & Dispatch Center FY23	DPW FTE Replacement & COVID OT	Taylor St Water Mains	Sewer Pump Station - MassWorks	Interface Mental Health	BroadMeadow Rd. Engineering	PFAS GDRHS Engineering	Admin/ Consulting/Audits	Avail Funds
						*300k & 150k	*38k & 18,067							
	3,385,120		900,000	650,000	170,000	450,000	56,067	244,869	520,000	8,000	200,000	150,000	29,000	7,184
Sep-21	(7,000)								(7,000)					
Oct-21	(44,000)						(38,000)		(6,000)					
Nov-21	(5,000)								(5,000)					
Dec-21	(584,333)		(442,495)		(138,398)				(2,000)				(1,440)	
Jan-22	(80)												(80)	
Feb-22	0													
Mar-22	(80)												(80)	
Apr-22	(39,375)			(39,295)									(80)	
May-22	(18,067)						(18,067)							
Jun-22	0													
Jul-22	(581,579)			(276,380)		(300,000)		(1,391)	(3,808)					
Aug-22	0													
Sep-22	(476,205)		(457,505)		(9,000)			(4,479)			(5,221)			
Oct-22	(107,204)			(99,204)						(8,000)				
Nov-22	(69,815)			(7,363)				(5,258)			(57,195)			
Dec-22	(56,123)							(12,472)			(43,651)			
Jan-23	(7,883)							(1,500)	(383)				(6,000)	
Total Spending	(1,996,743)		(900,000)	(422,242)	(147,398)	(300,000)	(56,067)	(25,099)	(24,191)	(8,000)	(106,067)		(7,680)	0
	(1,996,743)	xft												
Avail Budget	1,388,377		0	227,758	22,602	150,000	0	219,770	495,810	0	93,933	150,000	21,320	7,184
	1,388,377	xft							\$50k committed for I & I					

TOWN OF GROTON
Normal Trial Balance - GGT EXPENDITURE REPORT - Val's - Unposted Transactions Included In Report
2551 - Federal Grant ARPA
From 7/1/2020 Through 1/31/2023

Account Code	Account Title	Expenses	Income
000	Not Classified		
000	Unclassified		
000	Unclassified		
4540	Federal Revenue: Direct		3,385,119.87
Balance 000	Not Classified		3,385,119.87
124	GDRSD Educ ARPA		
995	Negative Economic Impacts		
000	Unclassified		
5474	GDRSD Covid Costs	252,952.00	
997	Revenue Loss		
000	Unclassified		
5474	GDRSD Covid Costs	647,048.00	
Balance 124	GDRSD Educ ARPA	900,000.00	
AR2	Communication Towers ARPA		
997	Revenue Loss		
000	Unclassified		
5970	Interfund Transfers Out	422,241.72	
Balance AR2	Communication Towers ARPA	422,241.72	
AR3	DispatchCtr/EMS ARPA		
997	Revenue Loss		
000	Unclassified		
5970	Interfund Transfers Out	300,000.00	
Balance AR3	DispatchCtr/EMS ARPA	300,000.00	
AR4	Nod Rd Pump Station ARPA		
996	Water Sewer Infrastructure		
000	Unclassified		
5850	Capital Outlay: Property, Plant & Equip	24,190.50	
Balance AR4	Nod Rd Pump Station ARPA	24,190.50	
AR5	Broadmeadow Rd Engineering		
997	Revenue Loss		
000	Unclassified		
5210	Purchase of Services: Engineering	106,067.00	
Balance AR5	Broadmeadow Rd Engineering	106,067.00	
AR6	Taylor St Water Main ARPA		
996	Water Sewer Infrastructure		
000	Unclassified		
5210	Purchase of Services: Engineering	25,099.37	
Balance AR6	Taylor St Water Main ARPA	25,099.37	
AR7	EE Wage Benefit Support ARPA		
997	Revenue Loss		
000	Unclassified		
5115	Salaries	50,218.40	

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Normal Trial Balance - GGT EXPENDITURE REPORT - Val's - Unposted Transactions Included In Report
2551 - Federal Grant ARPA
From 7/1/2020 Through 1/31/2023

Account Code	Account Title	Expenses	Income
5120	Wages	106,245.82	
5950	Other Financing Uses	38,000.00	
5970	Interfund Transfers Out	9,000.00	
Balance AR7	EE Wage Benefit Support ARPA	203,464.22	
AR8	ARPA Admin & Compliance		
998	ARPA Administrative & Compliance		
000	Unclassified		
5200	Consulting	7,680.00	
Balance AR8	ARPA Admin & Compliance	7,680.00	
AR9	ARPA Mental Health Support		
997	Revenue Loss		
000	Unclassified		
5400	General Expenses	8,000.00	
Balance AR9	ARPA Mental Health Support	8,000.00	
	Balance 2551 - Federal Grant ARPA		1,388,377.06