



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

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

SELECT BOARD MEETING
MONDAY, OCTOBER 2, 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. Consider Ratifying the Town Manager's Appointment of Kim Komperda to the Groton Country Club Golf Staff
 2. Consider Accepting the Town Manager's Nomination and Appoint Bart Yeager to the Recycling Committee
 3. Update from Town Manager on IMA Negotiations with Town of Dunstable
 4. Approve Letter of Support to the Community Preservation Committee for the Proposed Historical Commission's Application to Restore Milestone Markers at 94 Boston Road and 122 Old Ayer Road
 5. Update on Select Board Meeting Schedule Through the End of the Year
- II. 7:10 P.M. Items for Select Board Consideration and Action
1. Sustainability Commission – Update on Greenhouse Gas Emissions Inventory Initiative
 2. Consider Taking Positions on All Articles and Issue the 2023 Fall Town Meeting Warrant
 3. Consider Appointing Leonard Green as an Associate Member of the Zoning Board of Appeals
 4. Consider Approving a One Day Wine and Malt Beverage License for the First Parish Church for Liverpool Night on Saturday, October 14, 2023 from 7:00 p.m. to 10:00 p.m.
- III. 7:15 P.M. Public Hearing – Road Layout Acceptance – Cherry Tree Lane, Fieldstone Drive, and Arbor Way

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. Town Manager's Tri-Comm Working Group

SELECT BOARD LIAISON REPORTS

- IV. Minutes: Regularly Scheduled Meeting of September 11, 2023
 Regularly Scheduled Meeting of September 18, 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: *October 2, 2023*

TOWN MANAGER'S REPORT

In addition to the Town Manager's Report and a review of the On-going Issues List, there is one item scheduled on Monday's Agenda. The Select Board will be conducting a public hearing to consider accepting the Road Layouts of Cherry Tree Lane, Fieldstone Drive and Arbor Way. Enclosed with this report are the recommendations of the Planning Board and DPW Director on the acceptance.

1. Shawn Campbell has requested that I appoint Kim Komperda to the Golf Staff at the Groton Country Club. I have appointed Mr. Komperda and would respectfully request that the Select Board consider ratifying this appointment.
2. The Recycling Committee has requested that I nominate Bart Yeager for appointment to the Committee. I would respectfully request that the Board accept this nomination and appoint Mr. Yeager to the Recycling Committee.
3. I would like to take a few minutes at Monday's meeting updating the Select Board on the negotiations with the Town of Dunstable on the Intermunicipal Agreement. In addition, we have scheduled the public presentations on the PFAS Solution prior to Town Meeting. We will have two sessions on Wednesday, October 18th at the Center in West Groton. There will be a morning session beginning at 9:30 a.m. and an evening session beginning at 7:00 p.m.
4. Enclosed with this Report is a draft letter to the Community Preservation Committee in support of the Historical Commission's proposed CPA Application to restore the granite milestone markers located at 94 Boston Road and 122 Old Ayer Road. I would respectfully request that the Select Board approve this letter at Monday's meeting.

Select Board
Weekly Agenda Update/Report
October 2, 2023
page two

5. Please see the update to the Select Board's Meeting Schedule that will take you through the end of the end of the year:

Monday, October 9, 2023	-No Meeting (Indigenous People's Day)
Monday, October 16, 2023	-Regularly Scheduled Meeting
Monday, October 23, 2023	-Regularly Scheduled Meeting
Wednesday, October 25, 2023	-Joint Session with Finance Committee and Groton Dunstable Regional School District Committee – FY 25 Budget Report from Tri-Comm
Saturday, October 28, 2023	-2023 Fall Town Meeting
Monday, October 30, 2023	-Joint Session with Finance Committee to Set FY 2025 Budget Guidance
Monday, November 6, 2023	-Regularly Scheduled Meeting
Monday, November 13, 2023	-No Meeting
Monday, November 20, 2023	-Regularly Scheduled Meeting
Monday, November 27, 2023	-No Meeting
Monday, December 4, 2023	-Regularly Scheduled Meeting
Monday, December 11, 2023	-Regularly Scheduled Meeting
Monday, December 18, 2023	-Regularly Scheduled Meeting
Monday, December 25, 2023	- No Meeting (Christmas Holiday)
Monday, January 1, 2024	-No Meeting (New Years Day)
Monday, January 8, 2024	-Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Sustainability Commission will be in attendance at Monday's Meeting to update the Board on their initiatives this year, including the completion of the town-wide greenhouse gas emissions inventory. Enclosed with this Report is the PowerPoint presentation the Committee will be making at the Meeting.

2. Enclosed with this Report is the Final Draft of the 2023 Fall Town Meeting Warrant. Since the last draft was provided to the Select Board and Finance Committee, there have been a number of changes made to the Warrant. Please note the following:

- A. The Legislature has approved and the Governor has signed into law the legislation passed at the 2023 Spring Town Meeting combining Precincts 1 and 3A into one Precinct. We now have three precincts that will be in effect at the November 7th Special Election. The Town Clerk will be notifying the voters in the former Precinct 3A of this change. The Warrant has been amended to reflect this change.
- B. I have added two additional budget amendments to Article 2. Please consider the following changes:

Planning Board Salaries

Requested: \$6,468

The Land Use Director/Town Planner has opted out of the Town's Health Insurance Program. This funding, since it is a recurring expense, will come from Unexpended Tax Capacity.

Emergency Management Expenses

Requested: \$30,000

On September 8 and September 11, 2023, the Communication Tower and Radio Systems located at the Fire Station, Police Station, Gibbet Hill, Cow Pond and Hollingsworth and Vose were struck by lightning causing significant damage. The estimated cost of repairs is \$30,000. While an insurance claim could be filed, the Town has experienced a high number of claims over the last several years, causing a significant increase in the Town's insurance premium. In an effort to keep insurance costs down, it is requested that the Town would pay for these repairs from Free Cash.

- C. The Article to address PFAS at the Groton Dunstable Regional High School (Article 9) has been amended to reflect the vote of the Select Board to approve the Regional Solution. Specifically, the Article will no longer request a reduction in the appropriation from the 2023 Spring Town Meeting. It will remain at \$16.7 million. In addition, wording has been added to include the proposed work under Phase II and tie the appropriation to a Debt Exclusion.

Select Board
Weekly Agenda Update/Report
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2. **Continued:**

D. The Water Commission has voted to remove the Article that would consider design engineering for PFAS treatment at the Whitney Well Treatment Plant. If they go forward, they will address it at the Spring Town Meeting. There are now 15 Articles.

E. The Town Manager's Report has been added to the end of the Warrant.

I would respectfully request that the Board consider taking positions on all the Articles contained in the Warrant. In addition, I would request that the Board vote to issue the Warrant. I look forward to discussing this in more detail at Monday's meeting.

3. The Zoning Board of Appeals has requested that the Board appoint Leonard Green as an Associate Member of the Board with a term to expire on June 30, 2024. I would respectfully request that the Board consider making this appointment at Monday's meeting.

4. I would respectfully request that the Select Board consider approving a One Day Wine and Malt Beverage License for the First Parish Church for Liverpool Night on Saturday, October 14, 2023 from 7:00 p.m. to 10:00 p.m.

MWH/rjb
enclosures



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Mark W. Haddad

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LEGAL NOTICE TOWN OF GROTON PUBLIC HEARING

The Select Board has scheduled a public hearing for Monday, October 2, 2023 at 7:15 P.M., Groton Town Hall, Select Board's Meeting Room, 2nd Floor, 173 Main Street, Groton, MA. The purpose of this hearing will be to discuss laying out Arbor Way, Cherry Tree Lane and Fieldstone Drive, Academy Hill Subdivision, as a public way as contained in the October 28, 2023 Fall Town Meeting Warrant. Copies of the plans are on file in the Land Use Department at the Groton Town Hall.

All interested parties are encouraged to attend.

SELECT BOARD

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

Groton Herald
9/22/23
9/29/23

ACADEMY HILL REALTY TRUST
148 PARK STREET
NORTH READING, MASSACHUSETTS 01864

August 10, 2023

HAND DELIVERED

AND EMAIL to selectboard@grotonma.gov

Town of Groton Selectboard

173 Main Street

Groton, Massachusetts 01450

RE: Request for Hearing on Acceptance of the subdivision roadways known as Arbor Way, Cherry Tree Lane and Fieldstone Drive, Academy Hill Subdivision, Groton, Massachusetts

Dear Members of the Board:

Please accept this letter as the request of the undersigned that the Selectboard:

- (i) Forward this request to have the above-referenced subdivision roadways accepted by the Town as public ways to the Planning Board for their recommendation; and
- (ii) Schedule a public hearing for the purpose of laying out the above-referenced subdivision roadways for acceptance by the Town of Groton as public ways.

In support thereof, please be advised of the following:

- 1. Pursuant to the Town's request, we have completed the raising of the catch basins and manholes and patched the roadway where requested;
- 2. On or about August 4, 2023, we have requested a certified abutters list from the Town of Groton Board of Assessors and will forward same as soon as received;
- 3. Road Acceptance Plans prepared by Stamski & McNary are attached hereto;
- 4. Partial Road As-Built Plans are attached (the final will issue once the bounds are all set which is currently in process and almost complete);

5. A title certification for the subdivision roadways, prepared by our attorneys, D'Agostine, Levine, Parra & Netburn, P.C is attached hereto; and
5. Cash Bond in the amount of \$3,600.00 representing \$1,200 for each private way to be deposited into a revolving fund to reimburse the Town for any legal costs associated with the road layout and road taking is attached.

We understand that we will be responsible for the cost of publication of the Legal Notice and the cost of postage for the certified mailing to the abutters.

Kindly acknowledge receipt of this letter and the contents thereof, and advise when the public hearing will be scheduled.

Thank you for your assistance in this matter.

Sincerely,



D. Bruce Wheeler, Trustee
Academy Hill Realty Trust

cc: Takashi Tada, Town Planner/Groton Planning Board by hand and by email to planning@grotonma.gov



Office of the
PLANNING BOARD

TOWN OF GROTON

173 Main Street
Groton, Massachusetts 01450
Tel: (978) 448-1105
Fax: (978) 448-1113
Planning@grotonma.gov

MEMORANDUM

DATE: September 26, 2023

TO: Select Board; Mark Haddad, Town Manager

FROM: Takashi Tada, Land Use Director/Town Planner
Scott Wilson, Chair, Planning Board

RE: Academy Hill Subdivision – Roadway Acceptance

At its regular meeting on September 28, 2023, the Planning Board voted unanimously to recommend the acceptance of Arbor Way, Cherry Tree Lane, and Fieldstone Drive as Public Ways, subject to satisfactory resolution of the two items listed below. The Planning Board determined that the roadway infrastructure work at Academy Hill Subdivision has been completed in accordance with the Definitive Plan to the satisfaction of the Planning Board's engineer and the DPW/Highway Director.

The Planning Board notes that the developer, Habitech Communities, must provide the following information to the Town prior to acceptance of the roadways.

1. Documentation that all of the stormwater drainage structures have been cleaned out.
2. Engineer's certification that all of the utilities constructed in Phases I and II of the project remain as shown on the As-Built Plans prepared by Rose Land Survey, dated July 22, 2013.

cc: Habitech Communities
DPW/Highway

September 6, 2023

Groton Planning Board
c/o Mr. Takashi Tada
Land Use Director/Town Planner
173 Main Street
Groton, MA 01450

RE: Nitsch Project #3292.1
Academy Hill Subdivision
As-Built Review and Punch List
Cherry Tree Lane, Fieldstone Drive,
and Arbor Way
Groton, MA

Dear Planning Board Members:

The Town of Groton has requested Nitsch Engineering to review the As-Built plans for the three roadways that make up the Academy Hill subdivision (Cherry Tree Lane, Fieldstone Drive, and Arbor Way), to conduct a site visit to observe the status of work, and to identify any incomplete or deficient items that were observed.

Rones Lubin of Nitsch Engineering performed a site visit on August 15, 2023 (field report enclosed) to observe general construction progress and confirm punch list items. In addition, Nitsch Engineering has received and reviewed the following plans:

1. "As-Built Plan and Profile" for Academy Hill, LLC, nine (9) sheets, prepared by Rose Land Survey, and dated July 22, 2013 (for Phases I and II);
2. "Road As-Built Plan of Land" for Academy Hills, LLC, seven (7) sheets, prepared by Stamski and McNary Inc, and dated August 30, 2023 (for Phase III); and
3. "Street Acceptance Plan of Land" for Academy Hills, LLC, nine (9) sheets, prepared by Stamski and McNary Inc, and dated August 30, 2023 (for all Phases).

Based on our review, Nitsch Engineering has determined that the work has been completed in general conformance with the approved site plans and the roadways are in good condition. We do recommend the following items be addressed prior to final acceptance of the three subdivision roads as public town roads:

1. The Applicant should confirm that all as-built information shown on the 2013 plans still reflects current existing conditions; and
2. The Applicant should provide confirmation that the drainage structures have been cleaned out. A receipt from their contractor would be sufficient.

If the Planning Board has any questions, please let us know.

Very truly yours,

Nitsch Engineering, Inc.



Rones Lubin
Project Designer

Approved by:



Jared E. Gentilucci, PE, CPESC, LEED AP BD+C
Deputy Director of Civil Engineering

Enclosure: Field Report dated August 15, 2023

P:\00001-05999\3292.1 Academy Hill -\Civil\CA\2023-08-15 Site Visit\3292.1-LT-PL-AB REV-2023-09-06.docx

FIELD REPORT

Nitsch Project #:	3292.1		
Client:	Groton Planning Board & Earth Removal Stormwater Advisory Committee	Date:	August 15, 2023
Project:	Academy Hill Subdivision	Time:	1:00 pm to 3:00pm
Location:	Groton, MA	Weather:	Cloudy with Occasional Light Rain, 65°F
Present:	Rones Lubin, Nitsch Engineering		

The purpose of this site visit was to observe the current construction status of the roadways (Arbor Way, Cherry Tree Lane, and Fieldstone Drive) in the Academy Hill Subdivision. The following observations were made:

1. The roadways and sidewalks of Fieldstone Drive, Cherry Tree Lane and Arbor Way are paved and in good condition. Utility castings have been set flush with finish grade.



Entrance of Fieldstone Drive



Fieldstone Drive, North View



Intersection at Cherry Tree Lane



Cherry Tree Lane at Station 32+00

2. The pavement around utility castings that had settled and cracked has been repaved. The castings have been raised and set flush with finish grade. Multiple sections of longitudinal cracking have also been repaired and are in good condition.



Arbor Way at Station 8+75



CB#37 at Station 33+00



Utility Castings at Station 22+00

If there are any questions, please give me a call.



Rones Lubin
Project Designer



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Town Manager
Mark W. Haddad

October 3, 2023

Groton Community Preservation Committee
Groton Town Hall
173 Main Street
Groton, MA 01450

RE: Proposed Milestone Marker Restoration Project
Groton Historical Commission

Dear Members of the Community Preservation Committee,

On behalf of the Groton Select Board, I am writing to you to express the support of the Board for the Historical Commission's proposed project to restore the historic milestone markers located at 94 Boston Road and 122 Old Ayer Road.

Members of the Select Board recognize the importance of preserving our town's rich history and heritage. These milestone markers serve as physical reminders of our past and the significant role our community played in the region's development. They symbolize the journeys of our forefathers, the growth of our town, and the connections we share with neighboring communities. By restoring these milestone markers, we not only honor our history but also ensure that future generations can appreciate and learn from the stories they tell. These markers serve as educational tools, sparking curiosity and conversation among residents and visitors alike. They are a testament to our shared identity and a source of pride for our community.

The proposed project aligns perfectly with our town's dedication to historical preservation and community engagement. It is an opportunity to showcase our commitment to preserving our unique heritage while enhancing the aesthetic appeal of our neighborhoods. Moreover, the restoration of these milestone markers will contribute to the overall beautification and revitalization efforts in the area. The Select Board fully supports the Historical Commission's request for funding from the Community Preservation Committee to undertake this significant restoration project. We believe it is a worthy investment that will have a lasting impact on our town's historical landscape and community spirit.

Please consider this letter as Select Board's endorsement of the Historical Commission's proposal and our strong recommendation to allocate the necessary funds for this restoration project. Thank you for your attention to this matter. We look forward to the continued partnership preserving and enhancing our community.

Sincerely,


Mark W. Haddad
Town Manager

MWH/rjb

cc: Select Board
Historical Commission



Groton town-wide greenhouse gas (GHG) inventory 2019

Prepared by the Groton Sustainability Commission
Charlotte Weigel, Net Zero 2050 Planning Subcommittee project lead

October 2, 2023



9/27/2023

SUSTAINABLE GROTON

1

Town-wide GHG Inventory Presentation Outline

1. Introduction to GHG inventories
2. Inventory Methodology and Data Sources
3. Groton town-wide inventory results
 - a. Total emissions and comparison with other towns
 - b. Municipal emissions
 - c. Community emissions
4. Inventory summary
5. Signs of progress
6. Next steps



9/27/2023

SUSTAINABLE GROTON

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Town-wide GHG Inventory Introduction

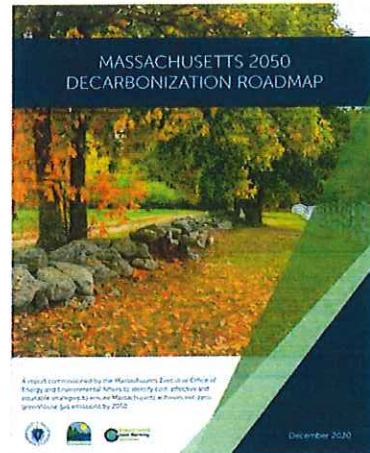
A town-wide GHG inventory measures major emissions from activities attributed to a specified geographic area in a specified year

Why measure town-wide GHG emissions?

- Informs assistance with residential and commercial emissions reductions
- Reveals individual actions that collectively have the greatest impact
- Helps prioritize municipal emission reductions
- Inventories differ town-to-town

What are the benefits of reducing community GHG emissions?

- Aligns town with Massachusetts law requiring net zero emissions by 2050¹
- Reduced operational costs – residential, commercial and municipal
- Improved community resiliency
- Mitigates climate change and its downstream impacts
- Public health benefits
- Promotes local green job growth

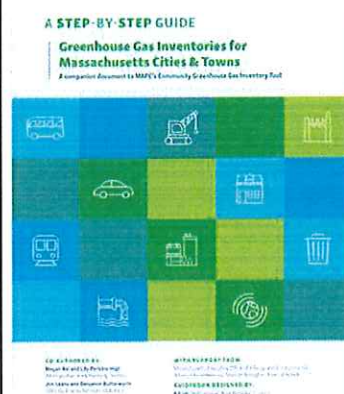


9/27/2023

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Inventory Methodology and Data Sources



GHG inventory tool developed by Metropolitan Area Planning Council (MAPC)²

- Follows 2014 Global Protocol for Community-Scale Greenhouse Gas Inventories³
- Carbon dioxide (CO₂), Methane (CH₄) and Nitrous oxide (N₂O) are included
- Includes municipal, residential, commercial, industrial and manufacturing activities

GHG source sectors

- Stationary Energy: Building electricity use, building fuel combustion, construction and landscaping
- Transportation: vehicles registered in Groton
- Waste: Incineration, decomposition and wastewater

Data sources

- Town, state and federal sources, as well as MAPC*

What's not included

- Refrigerants and other industrial GHGs, indirect emissions, emissions agricultural and forestry

*See acknowledgements for more detail



9/27/2023

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Town-wide GHG Inventory Results

Total town-wide emissions in 2019: 138,475 metric tons CO₂ equivalents

Municipal: ~3K MT CO₂e* = 2.3%

Community: ~135K MT CO₂e = 97.7%

What is the significance of 138K MT CO₂e?

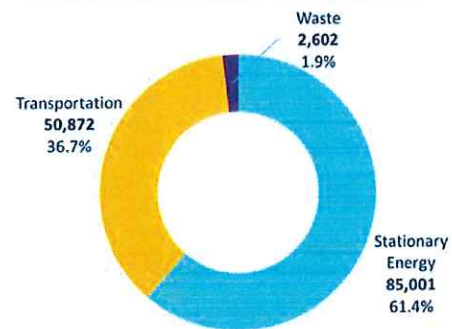
16 million gallons of gasoline consumed OR

169K acres of US forest sequestering carbon⁴

How does Groton compare?

	Groton (2019)	Pepperell (2017) ⁵	Westford (2017) ⁶	State Avg (2017) ⁵
Per capita emissions*	12.2	8.4	~10	9.5

Town-wide Emissions (MT CO₂e) by Sector



*MT CO₂e = metric tons CO₂ equivalents



9/27/2023

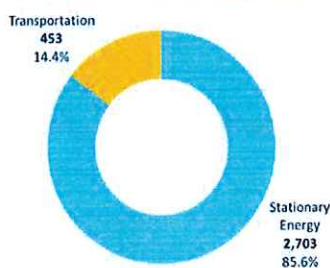
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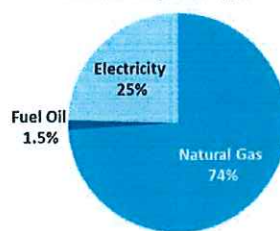
Town-wide GHG Inventory – Municipal Emissions

Municipal emissions include all electricity use and on-site combustion of fossil fuels in all town buildings including public safety, governance, and GDRSD among others and fuel used in transportation

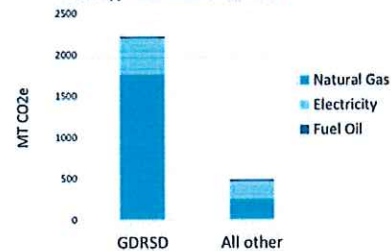
Municipal Emissions (MT CO₂e) by Sector



Municipal Building Energy Emissions by Fuel Type



Municipal Building Energy Emissions by Fuel Type: Schools vs All Other



Conclusion: The largest proportion of municipal emissions are from natural gas use in school buildings.



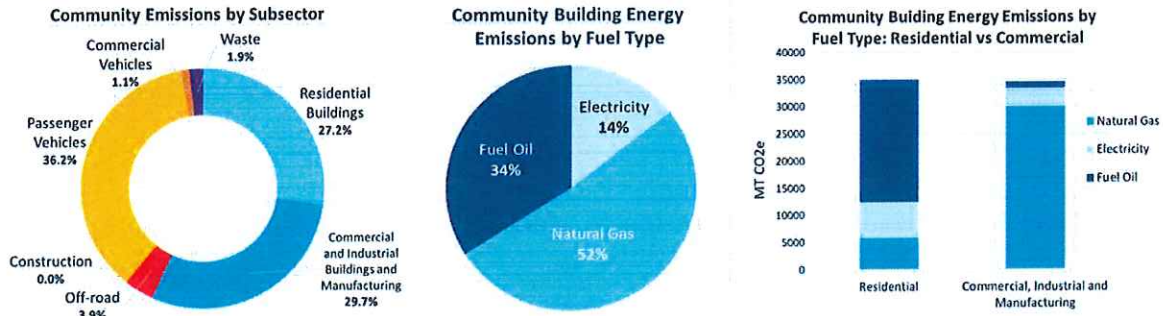
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Town-wide GHG Inventory – Community Emissions

Community emissions are from residential and commercial buildings and vehicles registered in Groton



Conclusions:

1. Passenger vehicle use contributes largest proportion of emissions
2. Fuel oil use drives residential building emissions
3. Natural gas use drives commercial and manufacturing emissions

9/27/2023

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Town-wide GHG Inventory - Summary

Groton Town-wide emissions in 2019: ~ 138K MT CO₂e = 12.2 MT CO₂e/person

Municipal emissions are 2.3% of total

Top 3 GHG Emission Source Subsectors:

- | | | |
|-----------------------------|---|--------------------------------|
| 1. Passenger Vehicles (36%) | 2. Commercial, Industrial and Manufacturing (30%) | 3. Residential Buildings (27%) |
|-----------------------------|---|--------------------------------|

How does Groton compare?

	Total Per Capita Emissions	Per Capita Emissions in Top Three Subsectors		
		Passenger Vehicles	Residential Buildings	Commercial and Industrial Buildings and Manufacturing
Groton	12.2	4.3	3.3	4.0
Pepperell ⁵	8.4	4.6	2.7	0.9
Westford ⁶	~10	3.9	2.9	2.9

9/27/2023

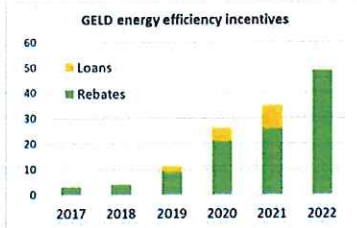
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Town-wide GHG Emissions – Signs of Progress

1. Number of energy efficiency incentives (primarily air-sourced heat pumps) has increased year-over-year



T. Lemire, personal communication, Feb. 15, 2023

2. Number of hybrid and electric vehicles in Groton increased at a rate higher than the state from 2020 – 2023⁷

# registered hybrid and electric vehicles (% total)	Groton	Statewide
January 2020	3.8%	2.6%
January 2023	6.3%	4.4%
3-year change	+2.5%	+1.8%

3. > 1/3 of town land is open space contributing to carbon sequestration* – protected acreage continues to increase

2021 protected open space	Total	Protected
Acres	21574	7697

*Plan to measure carbon sequestration when standardized methods available

4. Food waste composting contributed to a decrease in trash waste disposal from 2019-2021

	2019	2021
Trash disposal (tons)	715	245
Composted food waste (tons)	0	346

T. David, personal communication, Aug. 28, 2023



9/27/2023

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Town-wide GHG Emissions – Next Steps

1. Present inventory to stakeholder groups in town: Select Board, Planning, Capital Planning, Community, GELD, GDRHS Environmental Club, GDRSD School Committee

- Solicit ongoing feedback on concerns and where groups see win-win opportunities for decarbonization and cost savings

2. Near term follow up meeting to discuss next steps which may include

- Steps to town-wide decarbonization planning
- Overview of municipal climate action plans
- Grant opportunities



9/27/2023

SUSTAINABLE GROTON

10

Acknowledgements

From the evaluation of methodologies to the completion of this presentation, this work represents many dozens of hours of work by our Commission members and others. Thank you to all contributors.

Groton Sustainability Commission
Groton Select Board
Metropolitan Area Planning Council

Data providers:

Tessa David, Groton Recycling Committee
Meghan Foster, Principal Assessor, Groton
Mark Haddad, Town Manager, Groton
Laura Chesson, Superintendent, GDRSD
Tammi Lemire, GELD
Kelly Brown, Central Region Coordinator,
Green Communities Division

Other data sources:

Stationary Energy: MassSave, Mass.gov,
MassEnergyInsight, American Community Survey,
Census.gov, MAPC CoStar

Transportation: MA Vehicle Census,
MassEnergyInsight

Waste: MassDEP, Census.gov

Data verifiers:

Andrew H. Scott
Annika Kuchel
Jonathan Basch
Jim Allen



References

1. Massachusetts Executive Office of Energy and Environmental Affairs (2020). Massachusetts 2050 decarbonization roadmap. <https://www.mass.gov/doc/ma-2050-decarbonization-roadmap/download>
2. Aki, M., Butterworth, B., Leahy, J., & Perkins-High, L. (2020). A step-by-step guide: Greenhouse gas inventories for Massachusetts cities and towns. Metropolitan Area Planning Council. http://www.mapc.org/wp-content/uploads/2020/03/04102020_MAPC-Step-by-Step-GHG-Inventory-Guide.pdf
3. World Resources Institute. (2014). Global protocol for community-scale greenhouse gas inventories. [GPC Full MASTER RW v7.pdf \(ghgprotocol.org\)](https://ghgprotocol.org/)
4. EPA. (2023). Greenhouse gas equivalencies calculator. <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator#results>
5. Righter, D. (2022). Town of Pepperell greenhouse gas inventory. Northern Middlesex Council of Governments. [Pepperell GHG Presentation.pptx \(live.com\)](https://www.pepperellma.gov/Pepperell%20GHG%20Presentation.pptx)
6. Kohl, E., Perkins, B., Teller, T., Thomas, S., & Tincknell, M. (2021). Greenhouse gas inventory 2021. Westford Clean Energy & Sustainability Committee. [Westford Energy Committee Presentation to the Board of Selectmen \(westfordma.gov\)](https://www.westfordma.gov/energy-sustainability)
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Additional slides



9/27/2023

SUSTAINABLE GROTON

13

Groton Town-wide GHG Mitigation - Sources of funding

Municipal:

- MassSave (from National Grid natural gas service)
- Green Communities grants
- Municipal Vulnerability Preparedness Action Grants
- Municipal Energy Technical Assistance Grants
- Federal Inflation Reduction Act – Direct Pay for Non-profits
- Regional Energy Planning Assistance Grants - (municipal and community-wide planning)
- Mass EVIP Public Access Charging Incentives and Educational Campus Charging Incentives

Community:

- MassSave (commercial properties + ~30% of households in Groton have National Grid natural gas service)
- Federal Inflation Reduction Act – tax credits and rebates
- Regional Energy Planning Assistance Grants - (municipal and community-wide planning)
- Mass MOR-EV
- Property Assessed Energy Assistance (PACE) – MA financing mechanism for commercial energy improvements – requires opt-in from Select Board



9/27/2023

SUSTAINABLE GROTON

14

Revised: 9-27-2023

Warrant, Summary, and Recommendations

TOWN OF GROTON



2023 FALL TOWN MEETING

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

Beginning Saturday, October 28, 2023 @ 9:00 AM

Attention Voters
Please bring this Document 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 an electronic voting handset 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 use of the electronic voting handset.

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

² *Id.*

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.

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 28, 2023**

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 Saturday, the twenty-eighth day of October, 2023 at Nine O'clock in the morning, to consider all business before the Town Meeting, and on Tuesday, the seventh day of November, 2023, between the hours of 11:00 A.M. and 7:00 P.M., at a special adjourned session thereof at the following locations:

Precinct 1	The Groton Center	Precincts 2 & 3	Middle School South Gymnasium
	163 West Main Street		346 Main Street

to give their ballot for the following Question:

Question 1:

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the purpose of financing the planning, designing, permitting, and constructing of a new water main from the Groton Water Distribution System to the Groton-Dunstable Regional High School and on Kemp Street and Groton Street in Dunstable and a portion of North Street in Groton in order to bring potable drinking water to the School and private homes, required for the treatment of per- and polyfluoroalkyl substances (PFAS) in said water supply sources and to improve the water systems of Groton, Dunstable and Pepperell by expanding municipal fire protection, head off a potential PFAS plume spread, and increase water system resilience by establishing emergency interconnections between the three systems, and all other costs incidental and related thereto?

YES _____ NO _____

ARTICLE LISTINGS

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*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 16 for additional information related to this Article.*

Article 2: *Amend the Fiscal Year 2024 Town Operating Budget*

To see if the Town will vote to amend the Fiscal Year 2024 Operating Budget as adopted under Article 5 of the 2023 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 2024, or to take any other action relative thereto.

Finance Committee

Select Board

Town Manager

Select Board:

Finance Committee:

Summary: *The Fiscal Year 2024 Town Operating Budget was approved at the 2023 Spring Town Meeting in May, 2023. 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 2024 Operating Budget. Please see the Town Manager's Report starting on page 16 for additional information related to this Article.*

Article 3: Fiscal Year 2024 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 2024 Capital Budget, or to take any other action relative thereto.

Town Manager

Summary: *The 2023 Spring Town Meeting approved the majority of the Fiscal Year 2024 Capital Budget. Two items that were part of the Capital Budget were not funded in the Spring with the intent of bringing them to the Fall Town Meeting for Funding from the Town's FY 2024 Certified Free Cash as follows:*

Item #1 – Seal Police and Fire Station Parking Lots \$30,000 Town Facilities

Summary: *Periodically parking lots need a coating to extend the life. The Fire Station was done once and will need to be done again as well as the Police Station. By keeping up with the parking lots it should give them an extra 10 years or so of life.*

Select Board:
Finance Committee:

Item #2 – Parking Lot Improvements \$80,000 Country Club

Summary: *The Club's parking lot is in need of resurfacing and striping.*

Select Board:
Finance Committee:

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 \$102,911. 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 16 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 \$2,398,574. 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 16 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 \$9,240. 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 16 for additional information related to this Article.*

Article 7: *Transfer Money into the Special Purpose Opioid 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 Special Purpose Opioid Stabilization Fund, or to take any other action relative thereto.

Town Manager

Select Board:

Finance Committee:

Summary: *At the 2023 Spring Town Meeting, the Town voted to establish a special purpose stabilization fund in which to collect all Opioid Abatement Funds allocated to Groton by the Commonwealth of Massachusetts. Between 2022 and 2038, Groton is expected to receive approximately \$38,300 in statewide opioid settlements reached between the Attorney General and companies or individuals that allegedly fueled the opioid crisis. The funds that were received prior to the establishment of the new stabilization fund, \$4,990.48, were certified as part of the Town's Free Cash at 6/30/23 and therefore must be specifically appropriated for transfer to this new special purpose fund. Going forward, all new opioid settlement money received will be deposited directly into the Opioid Stabilization Fund. This fund will be used (consistent with state guidelines) for opioid use prevention, harm reduction, and treatment and recovery programs.*

Article 8: *Transfer Within the 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 2024 Water Enterprise Budget, or to take any other action relative thereto.

Board of Water Commissioners

Select Board:

Finance Committee:

Summary: *This Article will seek a transfer from the Water Enterprise Fund Surplus to the Fiscal Year 2024 Water Department's General Expense for the Operating Budget for a SCADA (Supervisory Control and Data Acquisition) Upgrade at the Baddacook Pond Treatment Facility. Please see the Town Manager's Report starting on page 16 for additional information related to this Article.*

Article 9: *Amend Article - Article 12 of the 2023 Spring Town Meeting (GDRSD – PFAS)*

To see if the Town will vote to amend Article 12 of the 2023 Spring Town Meeting by adding the following additional language after the words "in said water supply sources":

"and to improve the water systems of Groton, Dunstable and Pepperell by expanding municipal fire protection, head off a potential PFAS plume spread, and increase water system resilience by establishing emergency interconnections between the three systems,"

and, further, to amend Article 12 of the 2023 Spring Town Meeting by adding the following wording at the end of the Article: "provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by G.L. c. 59, §21C (Proposition 2½)",

or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: Article 12 of the Spring Town Meeting approved funding for the extension of municipal drinking water to the Groton Dunstable Regional High School and the surrounding properties in Dunstable on Groton Street and Kemp Street and on North Street in Groton to address PFAS contamination at the High School. A new water source for the High School and surrounding properties is necessary to address this issue. Since that time, the Towns of Groton, Dunstable and Pepperell have been working on a regional solution to both address the PFAS at the High School and expand municipal fire protection, head off potential PFAS plume spread and increase water system resilience. The Spring Town Meeting approved \$16.7 million for this project. Prior to spending any funds appropriated under Article 12, the Select Board is requesting that the debt service for this Article be subject to a Debt Exclusion pursuant to G.L. c.59, §21 (Proposition 2½).

Article 10: Water Supply System at 500 Main Street and Taylor Street

To see if the Town will vote to raise and appropriate, transfer from available fund and/or borrow, pursuant to any applicable statute, a sum or sums of money for the design, bid specifications, bidding, construction, and construction administration of a water supply system at 500 Main Street and Taylor Street, or to take any other action relative thereto.

Board of Water Commissioners

Select Board:
Finance Committee:

Summary: This article will allow the Select Board to borrow \$1,225,000 for the design and construction of a water supply system at 500 Main Street and Taylor Street. The Town would borrow these funds contingent upon a successful award of a Mass Works Grant from the Commonwealth of Massachusetts. Said funds shall not be expended unless the grant is awarded to the Town of Groton.

Article 11: *Adopt M.G.L., c.53, §9A - Nomination Papers for Cities or Towns*

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 53, §9A, stating, in part, that the final date for obtaining blank nomination papers for nomination to city or town office shall be forty-eight week day hours prior to the hour on which nomination papers are required to be submitted to the registrars of voters for certification, or to take any other action relative thereto.

TOWN CLERK

Select Board:

Finance Committee:

Summary: *The Town has for many years followed MGL c.53 §9A which sets certain provisions for obtaining nomination papers, which includes a deadline to obtain blank nomination papers for the local town election. The deadline set forth in the law is forty-eight (48) week day hours prior to the hour in which nomination papers are due to the Board of Registrars. This article seeks permission to formally accept this local option statute.*

Article 12: *Amend Town Charter – Article 6, Section 6.4.1*

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act that would amend the Groton Town Charter as follows:

An Act Relative to the Charter in the Town of Groton

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

Section 1. The charter of the town of Groton, which is on file in the office of the archivist of the commonwealth as provided in section 12 of chapter 43B of the general laws, is hereby amended by striking out section 6.4.1 and inserting in place thereof the following:

6.4.1 Budget Process - The select board, the town manager, the department of finance, and the finance committee shall meet annually not later than October 31 to determine the budgetary goals for the subsequent fiscal year. The town manager shall, after that meeting but not later than January 31, submit to the finance committee and the select board a proposed budget for the next fiscal year that shall be accompanied by a budget message, a summary, and supporting documents that follow the agreed-upon budget goals. The proposed budget shall be balanced.

Section 2. This act shall take effect upon its passage.

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition; or to take any other action relative thereto.

***Select Board
Finance Committee
Groton Dunstable Regional School Committee
Town Manager***

Select Board:

Finance Committee:

Summary: *The Charter requires the Town Manager to submit a balanced budget for the subsequent fiscal year to the Finance Committee and Select Board by December 31st. Unfortunately, this deadline does not allow the Town Manager to have a realistic assessment from the Groton Dunstable Regional School District and the Nashoba Valley Technical Regional School District within the proposed budget as those two organizations do not complete their budget process until the Spring. By extending the deadline by one month, the Town Manager will have more time to work with the two Regional School Districts to provide a more realistic estimate in the Proposed Operating Budget.*

Article 13: Sale or Lease of Parcel 249-51 Hoyts Wharf Road

To see if the Town will vote to authorize the Select Board sell and/or lease for a period not to exceed 99 years, Parcel 249-51, either the entire parcel or a portion thereof, located on Hoyts Wharf Road and consisting of approximately 10.4 acres, and to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said land, and to petition the General Court for any special legislation necessary to authorize this disposition, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *Heritage Landing, LLC, developer of the proposed MGL 40B comprehensive permit project on Parcel 248-42, has proposed a residential homeownership development to include 40 houses, 10 of which will be deed restricted affordable units eligible to be placed on the Town of Groton's Subsidized Housing Inventory. To benefit its project, Heritage Landing, LLC seeks to have the Town of Groton permanently restrict a portion of the Town's publicly owned land on Parcels 249-51 and 249-57. The restricted area totals approximately 14.5 acres and will benefit Parcel 248-42. Said restriction will be permanent in duration and include a perpetual easement for the Groton Board of Health to ensure maintenance of the property in its agreed upon restricted state. The Select Board has been asked to execute a Grant of a Title 5 Nitrogen Loading Restriction and Easement on Nitrogen Credit Land. Heritage Landing, LLC has stated its intention to use the Nitrogen Credit Land to satisfy both Title 5 septic requirements and Natural Heritage Endangered Species Program requirements.*

Article 14: *Sale or Lease of Parcel 249-57 Cow Pond Brook Road*

To see if the Town will vote to authorize the Select Board to sell and/or lease, for a period not to exceed 99 years, Parcel 249-57, either the entire parcel or a portion thereof, located on Cow Pond Brook Road and consisting of approximately 24 acres, and to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said land, and to petition the General Court for any necessary special legislation, or to take any other action relative thereto.

Select Board

Select Board:
Finance Committee:

Summary: *Please see summary for Article 14 for an explanation of this Article.*

Article 15: *Accept New Public Ways*

To see if the Town will vote to accept the following ways as public ways, as recommended by the Planning Board and laid out by the Select Board:

1. Monarch Path, as shown on a plan entitled “Right-of-Way As-Built of Monarch Path, Groton, Massachusetts, Owned by Ebrahim Masalehdan”, prepared by TFM Civil Engineers, Bedford, NH for Ebrahim Masalehdan, dated May 2, 2022, and on file with the Town Clerk; and
2. Cherry Tree Lane, Fieldstone Drive, and Arbor Way, all as shown on a plan entitled “Road As-Built Plan of Land in Groton, Massachusetts for Academy Hills, LLC”, prepared by Stamski and McNary, Inc, 1000 Main Street, Acton, Massachusetts, dated June 27, 2023, and on file with the Town Clerk;

And, further, to authorize the Select Board to acquire, by gift, purchase, or eminent domain such land and easements for the creation, maintenance, and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction, and utilities, in all or any portions of said ways and the parcels on said ways, or to take any other action relative thereto.

Select Board

Select Board:

Finance Committee:

Summary: *To accept Monarch Path, Cherry Tree Lane, Fieldstone Drive, and Arbor Way as public ways.*

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 2nd Day of October in the year of our Lord Two Thousand Twenty-Three.

Peter S. Cunningham

Peter S. Cunningham, Chair

John F. Reilly

John F. Reilly, Vice Chair

Alison S. Manugian

Alison S. Manugian, Clerk

Rebecca H. Pine

Rebecca H. Pine, Member

Matthew F. Pisani

Matthew F. Pisani, 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

REPORT OF THE TOWN MANAGER TO THE 2023 FALL TOWN MEETING

The 2023 Fall Town Meeting Warrant contains several warrant articles that seek appropriations, some of which will affect the Tax Rate and some of which will have no further impact on taxes. The purpose of this report is to provide the residents and taxpayers with a summary of these articles and what impact they will have on the Fiscal Year 2024 Tax Rate. In preparing for the Fall Town Meeting, the Select Board and Finance Committee reviewed the balances in the various reserve accounts. These accounts will either be used to fund the various articles, or money will be added to them to comply with the Town's Financial Policies. The balances as of September, 2023, are as follows:

Stabilization Fund:	\$	2,398,574
Capital Stabilization Fund:	\$	102,911
GDRSD Capital Stabilization Fund:	\$	9,240
Unexpended Tax Capacity:	\$	235,261
Certified Free Cash:	\$	2,423,442
Water Surplus:	\$	803,000

The following is a summary of Warrant Articles Requesting funding:

Article 1: Unpaid Bills Requested: \$400

There is one unpaid bill from the Groton Water Department in the amount of \$400 owed to Nashoba Analytical. Since this is a Water Department Bill, it will be paid from Water Surplus.

Article 2: Amend the FY 2024 Town Operating Budget

This Article will request the following adjustments in the Operating Budget:

1. Select Board Expenses Requested: \$5,000

The Williams Barn Committee is requesting \$5,000 to assist them in carrying out their charge with maintaining the Williams Barn. They are seeking additional funding for items not currently covered by trust funds and grants. Specifically, these funds will be used for electricity, porta-potties, and other operational expenses. This funding, since it is a recurring expense, will come from the Unexpended Tax Capacity.

2. Treasurer/Collector Salaries

Requested \$3,406

The Treasurer/Collector has opted out of the Town's Health Insurance Program. In an effort to reduce Health Insurance Expenses, the Town provides an incentive to employees who opt out of the Program. Employees receive 25% of the Town's cost for the Plan in which a particular employee is enrolled. This funding, since it is a recurring expense, will come from the Unexpended Tax Capacity.

3. IT Wages

Requested: \$7,146

With the approval of the Select Board and Finance Committee, the IT Desktop Specialist's position was reclassified and the salary increased. This funding, since it is a recurring expense, will come from the Unexpended Tax Capacity.

4. Building Inspector Wages

Requested: \$630

During the development of the Fiscal Year 2024 Budget, an error was made by the Town Manager in calculating the salary of the Land Use Administrative Assistant, resulting in a shortfall of \$630. This funding, since it is a recurring expense, will come from the Unexpended Tax Capacity.

5. Library Wages

Requested: \$2,600

The Commonwealth provides direct aid to public libraries. In Fiscal Year 2023, the Library received \$25,054 in direct State Aid. In order to qualify for this aid, Massachusetts General Law (M.G.L., c.78, s.19A) states that a municipality must appropriate a figure of at least the average of the last 3 years' municipal appropriations (MAR) to the library for operations, increased by 2.5%, in order to be certified for State Aid to Public Libraries. The FY 2024 Appropriation is \$2,600 short of reaching the MAR. According to the FY 2024 Cherry Sheet, the Groton Public Library is slated to receive \$29,051 in State Aid. This appropriation is necessary to qualify for this Aid. This funding, since it is a recurring expense, will come from the Unexpended Tax Capacity.

6. Town Clerk Expenses

Requested: \$4,850

The Massachusetts Municipal Association, in partnership with Suffolk University, offers a Certificate in Local Leadership and Management Program. This program is designed for municipal employees looking to further their careers in municipal management. Classes cover topics including budgeting, human resources management, and strategic leadership. The Town Clerk, with the encouragement and support of the Town Manager, applied for and was accepted in the program. This funding will cover the cost of the program and mileage reimbursement. This funding will come from Free Cash.

7. Town Clerk Wages

Requested: \$450

The Select Board has called for a Special Election on November 7, 2023 for the Town to consider a Proposition 2½ Debt Exclusion to cover the debt service for the new water main to the Groton Dunstable Regional High School to address PFAS. This funding is necessary to cover the overtime of the two Assistant Town Clerks to assist with the Special Election. This funding will come from Free Cash.

8. Election Expenses

Requested: \$7,510

This funding is needed to cover expenses associated with the November 7th Special Election. This funding will come from Free Cash.

9. Election Stipend

Requested: \$2,500

This funding is needed to cover the wages of Election Workers covering the November 7th Special Election. This funding will come from Free Cash.

10. Planning Board Salaries

Requested: \$6,468

The Land Use Director/Town Planner has opted out of the Town's Health Insurance Program. (See explanation under Item #2, Treasurer/Collector Salaries). This funding, since it is a recurring expense, will come from Unexpended Tax Capacity.

11. Fire Salaries

Requested: \$5,000

The Fire Chief has opted out of the Town's Health Insurance Program. (See explanation under Item #2, Treasurer/Collector Salaries). This funding, since it is a recurring cost, will come from the Unexpended Tax Capacity.

12. Emergency Management Expenses

Requested: \$30,000

On September 8 and September 11, 2023, the Communication Tower and Radio Systems located at the Fire Station, Police Station, Gibbet Hill, Cow Pond and Hollingsworth and Vose were struck by lightning causing significant damage. The estimated cost of repairs is \$30,000. While an insurance claim could be filed, the Town has experienced a high number of claims over the last several years, causing a significant increase in the Town's insurance premium. In an effort to keep insurance costs down, it was determined that the Town would pay for these repairs from Free Cash.

13. Town Manager Salaries

Requested: \$8,150

The Town Manager's Contract allows the Town Manager to buy back one week of vacation pay and provides for a performance incentive based on the Town Manager's Annual Review. In previous years, this funding was transferred into the Town Manager's Salary Account at the end of the Fiscal Year. Since this has been a recurring expense, it is proposed that it be properly budgeted at the onset of the year, instead of at the end of the year. This funding, since it is a recurring cost, will come from the Unexpended Tax Capacity.

14. Debt Service

Requested: -\$179,144

The Town went out to the Bond Market in June, 2023 for Bond Anticipation Notes for the remaining funds necessary to complete the Florence Roche Elementary School. The Town did an interest only loan of \$27 million. When the budget was developed, it was anticipated that the short-term interest rate would be around 4% and the budget was set accordingly. However, the actual interest rate came in around 2.5%, reducing the budgeted amount by \$179,144.

Article 3: FY 2024 Capital Budget

Requested: \$110,000

In the Spring when the Capital Budget was submitted for approval, two items were held out and the Select Board and Finance Committee agreed to bring back those two items to the Fall Town Meeting for funding from Certified Free Cash. The two items are improvements to the Police and Fire Station Parking Lots (Seal Coating for \$30,000) and the repaving of the Country Club Parking Lot (\$80,000). The Capital Planning Advisory Committee had recommended this approach as part of the FY 2024 Capital Budget. This Funding will come from Free Cash.

Article 4: Transfer - Capital Stabilization Fund

Requested: \$637,697

The current balance in this fund is \$102,911. 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 \$49,373,854. This would require a Capital Stabilization Fund Balance of \$740,608. This Article will request a transfer of \$637,697 from Free Cash to add to this Fund.

Article 5: Transfer - Stabilization Fund

Requested: \$71,000

The current balance in the Stabilization Fund is \$2,398,574. Our Financial Policies state that this Fund should have a balance of five (5%) percent of our Operating Budget (\$49,373,854). This would require a balance of \$2,468,869. This Article will request a transfer of \$71,000 from Free Cash to add to this Fund.

Article 6: Transfer - GDRSD Capital Stabilization Fund

Requested: \$541,000

The current balance in the GDRSD Capital Stabilization Fund is \$9,240. The FY 2024 Capital Plan for the District is currently estimated at \$550,000. This Article will request a transfer of \$541,000 from Free Cash to be added to this Fund.

Article 7: Transfer - Special Purpose Opioid Fund

Requested: \$4,991

From the Summary in the Warrant: At the 2023 Spring Town Meeting, the Town voted to establish a special purpose stabilization fund in which to collect all Opioid Abatement Funds allocated to Groton by the Commonwealth of Massachusetts. Between 2022 and 2038, Groton is expected to receive approximately \$38,300 in statewide opioid settlements reached between the Attorney General and companies or individuals that allegedly fueled the opioid crisis. The funds that were received prior to the establishment of the new stabilization fund, \$4,990.48, were certified as part of the Town's Free Cash at 6/30/23 and therefore must be specifically appropriated for transfer to this new special purpose fund. Going forward, all new opioid settlement money received will be deposited directly into the Opioid Stabilization Fund. This fund will be used (consistent with state guidelines) for opioid use prevention, harm reduction, and treatment and recovery programs.

Article 8: Transfer Money into Water Enterprise Fund

Requested: \$150,000

From the Summary in the Warrant: This Article seeks the transfer of \$150,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2024 Water Department's General Expense for the Operating Budget for a SCADA (Supervisory Control and Data Acquisition) Upgrade at the Baddacook Pond Treatment Facility.

Article 10: 500 Main Street and Taylor Street**Requested: \$1,225,000**

From the Summary in the Warrant: This article will allow the Select Board to borrow \$1,225,000 for the design and construction of a water supply system at 500 Main Street and Taylor Street. The Town would borrow these funds contingent upon a successful award of a Mass Works Grant from the Commonwealth of Massachusetts. Said funds shall not be expended unless the grant is awarded to the Town of Groton.

Should the Town Meeting agree with these appropriations, \$1,409,998 will come from the Town's Free Cash Account. In the Spring of 2024, the Town will need about \$300,000 from the Free Cash Account to cover Debt Service, OPEB Trust Fund and Department Head Performance Incentives, leaving a balance of \$713,444 in Free Cash. Based on final anticipated new Growth for FY 2024 and the Final Cherry Sheet Estimates received from the State, the Budget approved at Town Meeting is currently \$235,261 under the anticipated FY 2024 Levy Limit. For the line items that are reoccurring and will be funded through taxation, \$38,400 will come from this amount, which will leave the Town \$196,861 under the anticipated Levy Limit for Fiscal Year 2024. The estimated tax rate at the Spring Town Meeting was \$16.44. Based on the proposed changes at the Fall Town Meeting, the anticipated tax rate is \$16.29. The following chart is a breakdown of the anticipated rate:

	<u>Actual</u>		<u>Proposed</u>		<u>Dollar</u>	<u>Percent</u>
	<u>FY 2023</u>		<u>FY 2024</u>		<u>Change</u>	<u>Change</u>
Levy Capacity Used	\$ 35,383,886	\$	36,581,274	\$	1,197,388	3.38%
Tax Rate on Levy Capacity Used	\$ 14.13	\$	14.42	\$	0.29	2.05%
Average Tax Bill	\$ 8,958	\$	9,142	\$	184	2.05%
Excluded Debt	\$ 3,783,842	\$	4,732,786	\$	948,944	25.08%
Tax Rate on Excluded Debt	\$ 1.51	\$	1.87	\$	0.36	23.84%
Average Tax Bill	\$ 957	\$	1,186	\$	228	23.84%
Final Levy Used	\$ 39,167,728	\$	41,314,060	\$	2,146,332	5.48%
Final Tax Rate	\$ 15.64	\$	16.29	\$	0.65	4.16%
Average Tax Bill	\$ 9,916	\$	10,328	\$	412	4.16%

Respectfully submitted,

Mark W. Haddad

Mark W. Haddad
Town Manager

Town of Groton
Select Board
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Groton, MA 01450

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RESIDENTIAL POSTAL PATRON GROTON, MA

**SELECT BOARD MEETING MINUTES
MONDAY, SEPTEMBER 11, 2023
UN-APPROVED**

SB Members Present: Peter Cunningham, Chair; John Reilly, Vice Chair (virtually present); Alison Manugian, Clerk; Matt Pisani; Becky Pine

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patricia Dufresne, Assistant Finance Director/Town Accountant; Tom Orcutt, Groton Water Superintendent; Dawn Dunbar, Town Clerk; Takashi Tada, Town Planner/Land Use Director

Finance Committee Present: Bud Robertson, Chair (virtually present); Colby Doody, Vice Chair; Michael Sulprizio; Mary Linskey; Gary Green; Scott Whitefield

Mr. Cunningham called the meeting to order at 7:00 PM and reviewed the agenda.

PUBLIC COMMENTS

None

ANNOUNCEMENT

Ms. Pine mentioned that it was the 22nd anniversary of the September 11th attacks. She attended a luncheon at the Center prepared and provided by Ebi Masalehdan to honor first responders. Our State Representative, Margaret Scarsdale, and State Senator John Coronin were also present and spoke. She wanted to thank them for attending and Mr. Masalehdan for his generosity.

Mr. Haddad announced that due to the storms that evening, lightning struck both the Fire Station and the Police Station. Thankfully, nobody was hurt.

Mr. Haddad said the Florence Roche Elementary School project was in need of a Scoreboard to be installed in the new gymnasium. The estimated cost for the Scoreboard was approximately \$20,000. He reached out to Groton School's Attorney Robert Collins to inquire if the School would be interested in sponsoring the new Scoreboard. Groton School's Headmaster, Temba Maqubela and Chief Financial Officer, Julie Dolan came to Town Hall and delivered a check in the amount of \$20,000 to the Town of Groton to pay for the Scoreboard for the new Florence Roche Elementary School Gymnasium. Additionally, they increased their PILOT for FY 2024 to \$200,000. Mr. Haddad expressed his gratitude and wanted to thank everyone at Groton School for their generosity to the town.

TOWN MANAGERS REPORT

1. Consider Approving the Installation of Stop Signs at the Intersection of Arlington Street and Gratuity Road and Hillside Road and West Street to make Both Intersections "All Way" Stop Intersections.

Tom Delaney, the DPW Director, was present for the discussion. Mr. Haddad said both the Police Chief and DPW Director requested that the Board vote to approve the installation of Stop Signs at the intersections of Arlington Street, Gratuity Road, and Hillside Road to make both intersections "All Way" Stop Intersections. He said supporting the installation of these signs would make those Intersections much safer for the motoring public. Mr. Delaney explained that Mill Street, Arlington Street, and Gratuity Road was a terrible intersection with low visibility. He explained there would be a subdivision developed on Gratuity Road. The Planning Board reached out to him about this intersection. He was proposing a four-way intersection.

The next Intersection up for discussion was Hillside Road, West Street, and Whiting Ave. Mr. Delaney said it was very congested with Seven Hills located there and wanted to make it a three-way stop intersection. He also mentioned they would redo the sign at the end of Hillside Road. Ms. Pine said they received numerous traffic complaints in that area due to commuters using that road as a shortcut. She hoped that installing Stop Signs would deter that.

Mr. Cunningham asked if the Planning Board completed their public hearing for the subdivision on Gratuity Road and how many units it will entail. Takashi Tada, the Town Planner, said the Planning Board had reviewed this project based on the submittal of a Preliminary Subdivision Plan, which proposed 28 units. A traffic study has been completed with the Preliminary Subdivision Application, and they would most likely revise the study if the stop signs were approved on Mill Street. Mr. Cunningham said he would like to get more information from the developer of the subdivision on Gratuity Road and believed it was premature; he would like to put this off until a future date. Mr. Delaney said the Police Chief was in favor of this. Mr. Tada noted there was a lot of public input from abutters about the Mill Street intersection. The Planning Board had heard enough information to make the recommendation for the installation of a Stop Sign at that intersection.

Ms. Pine made a motion to approve the installation of a four-way stop sign at the intersection of Mill Street, Arlington Street, and Gratuity Road. Ms. Manugian seconded the motion.

Mr. Reilly asked if there were stop signs there currently. Mr. Delaney said there were stop signs on Arlington Street and Gratuity Road but not on Mill Street.

Roll Call: Cunningham-aye; Reilly-aye; Manugian-aye; Pisani-aye; Pine-aye.

Ms. Pine made a motion to approve the installation of a three-way stop sign at the intersections of Whiting Ave, Hillside Road, and West Street. Ms. Manugian seconded. Roll Call: Cunningham-aye; Reilly-aye; Manugian-aye; Pisani-aye; Pine-aye.

7:15 IN JOINT SESSION WITH THE FINANCE COMMITTEE- PUBLIC HEARING TO REVIEW ALL ARTICLES CONTAINED IN THE 2023 FALL TOWN MEETING WARRANT SCHEDULED FOR OCTOBER 28, 2023

Mr. Haddad read the Public Hearing notice into the record.

Mr. Haddad asked the Board to open the public hearing.

Ms. Pine made a motion to open the public hearing. Ms. Manugian seconded the motion. Roll Call: Pine-aye; Manugian-aye; Pisani-aye; Cunningham-aye; Reilly-aye.

Mr. Cunningham asked the Board to defer the public hearing.

Ms. Pine moved to defer the public hearing. Ms. Manugian seconded the motion. Roll Call: Pine-aye; Manugian-aye; Pisani-aye; Cunningham-aye; Reilly-aye.

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. **Consider Appointing Carole Carter, with a Term to Expire on June 30, 2026, and Berta Erikson (Effective October 1, 2023), with a Term to Expire on June 30, 2025 to the Groton Council on Aging.**

Ms. Pine made a motion to appoint Carole Carter, with a term to expire on June 30, 2026. Mr. Pisani seconded the motion. Roll Call: Pine- aye; Manugian-aye; Pisani-aye-; Cunningham-aye; Reilly-aye.

Mr. Pisani made a motion to appoint Berta Erikson (Effective October 1, 2023) with a term to expire on June 30, 2025 to the Groton Council on Aging. Ms. Pine seconded the motion. Roll Call: Pine-aye; Manugian-aye; Pisani-aye-; Cunningham-aye; Reilly-aye.

REOPEN THE WARRANT PUBLIC HEARING

Mr. Haddad asked the Board to reopen the public hearing.

Ms. Pine made a motion to reopen the public hearing. Ms. Manugian seconded the motion. Roll Call: Mr. Pisani seconded the motion. Roll Call: Pine- aye; Manugian-aye; Pisani-aye-; Cunningham-aye; Reilly-aye.

Mr. Doody called the Finance Committee to order.

Mr. Doody made a motion to open the public hearing. Mr. Green seconded the motion. Roll Call: Robertson-aye; Doody- aye; Green-aye; Sulprizio-aye; Linskey-aye; Whitefield-aye.

Mr. Haddad wanted to review the warrant articles and help answer any questions. In a memorandum to the Select Board and Finance Committee, Mr. Haddad provided the information and recommendations for the various Articles requesting funding in the 2023 Fall Town Meeting Warrant. The memorandum listed the balances in the Town's various Reserve Accounts. He read them off as follows:

Stabilization:	\$2,398,574
Capital Stabilization Fund:	\$ 102,911
GDRSD Capital Stabilization Fund:	\$ 9,240
Unexpended Tax Fund:	\$ 235,261
Anticipated Free Cash:	\$ 2,300,000
Water Surplus:	\$ 803,000

Article 1: Prior Year Bills-

There is one unpaid bill from the Groton Water Department in the amount of \$400 owed to Nashoba Analytical.

Article 2: Amend the Fiscal Year 2024 Town Operating Budget-

1. **Select Board Expenses:** The Williams Barn Committee is requesting \$5,000 to assist them in carrying out their charge with maintaining the Williams Barn. Mr. Haddad said this would be a recurring cost in the amount of \$5,000. Ms. Manugian asked how they had previously been funded. He said they have used grant money and gift funds from the Trust Fund Commission.
2. **Treasurer/Collector Salaries:** The Treasurer/Collector has opted out of the Town's Health Insurance Program. Employees receive 25% of the Town's cost for the Plan in which a particular employee is enrolled. This recurring cost of \$3,406 would come from the Unexpended Tax Capacity.

3. IT Wages: The IT Desktop Specialist's position was reclassified, and the salary was increased. This recurring cost of \$7,146 would come from the Unexpended Tax Capacity.
4. Building Inspector Wages: During the development of the FY 2025 Budget, an error was made by the Town Manager in calculating the salary of the Land Use Administrative Assistant, resulting in a shortfall of \$630. This recurring cost would come from the Unexpended Tax Capacity.
5. Library Wages-Requested: The Library is \$2600 short of reaching the MAR (Municipal Appropriation Requirement). Mr. Haddad explained this appropriation was necessary to qualify for State Aid to Public Libraries. This recurring cost would come from the Unexpended Tax Capacity.
6. Town Clerk Expenses: Mr. Haddad said the Town Clerk was attending a Local Leadership and Management Program. The request of \$4,850 would cover the cost of the program and mileage reimbursement. This funding would come from Free Cash.
7. Town Clerk Wages: The Select Board has called for a Special Election on November 7, 2023 for the Town to consider a Proposition 2 ½ Debt Exclusion to cover the debt service for the new water main to the Groton Dunstable Regional High School to address PFAS. The request of \$450 would cover the overtime of the two Assistant Clerks to assist with the Special Election. This funding would come from Free Cash.
8. Election Expenses: The request of \$7,510 is needed to cover expenses associated with the November 7th Special Election. This funding would come from Free Cash.
9. Election Stipend: The request of \$2,500 is needed to cover the wages of the Election Workers covering the November 7th Special Election. This funding would come from Free Cash.
10. Fire Salaries: Mr. Haddad said this was similar to #2, Treasurer/Collector Salaries. The Fire Chief had opted out of the Town's Health Insurance Program. The recurring cost of \$5,000 would come from the Unexpended Tax Capacity.
11. Town Manager Salaries: Mr. Haddad said the Town Manager's Contract allows the Town Manager to buy back one week of vacation pay and provides for a Performance Incentive based on the Town Manager's Annual Review. Previously, this funding was transferred into the Town Manager's Salary Account at the end of the Fiscal Year. Mr. Haddad is proposing the recurring expense of \$8,150 to be budgeted appropriately at the onset of the year instead of the end.
12. Debt Service saved -Mr. Haddad said he had great news for the taxpayers. The Town went out to the Bond Market in June 2023 for Bond Anticipated Notes for the remaining funds necessary to complete the Florence Roche Elementary School project. The interest rate was around 2.5%, reducing the budgeted amount by \$179,144.

Article 3: Fiscal Year 2024 Capital Budget-

Mr. Haddad said he held out two items and informed the Select Board and Finance Committee that he would bring those two items to the Fall Town Meeting for funding from Certified Free Cash. He respectfully requested that this Article be added to the warrant, as he had accidentally omitted it before it closed.

Mr. Haddad asked the Select Board to open the warrant, add Article 3, and then close the warrant. It was approved and recommended by the Capital Planning Committee and Finance Committee.

Ms. Manugian made a motion to open the warrant, add Article 3, and close the warrant. Mr. Pisani seconded the motion. Roll Call: Pine-aye; Manugian-aye; Pisani-aye; Cunningham-aye; Reilly-aye.

Article 4: Transfer Money into Capital Stabilization Fund-

Mr. Haddad said that Article 4 was for a requested transfer of \$637,697 from Free Cash into the Capital Stabilization Fund.

Article 5: Transfer Money into Stabilization Fund-

Mr. Haddad said that Article 5 was for a requested transfer of \$71,00 from Free Cash into the Stabilization Fund.

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

Mr. Haddad said that Article 6 was for a transfer of \$541,000 from Free Cash into the GDRSD Capital Stabilization Fund.

Article 7: Transfer Money into the Special Purpose Opioid Fund-

This fund would be used for opioid use prevention, harm reduction, and treatment and recovery programs. The funds were received before the new stabilization fund was established. Those funds in the amount of \$4,990.48, were certified as part of the Town's Free Cash on 6/30/23 and must be specifically appropriated for transfer to this new special purpose fund. Article 7 was for a transfer request of \$4,991 into the Special Purpose Opioid Fund.

Article 8: Transfer Within the Water Enterprise Fund-

Mr. Orcutt, Groton Water Superintendent, explained the request for the transfer would be for \$150,000 to update the computer system at the Baddacook facility and integrate the high-speed internet between the Baddacook and Whitney Well facilities. Mr. Orcutt said the computer system was 18 years old.

Article 9: Construct New Water Main to Address PFAS at the GDRSD High School-

Mr. Haddad said that Article 9 pertains to the water main issue, which will address PFAS at the High School. At the request of the Groton Select Board and Dunstable Board of Selectmen, the Groton Town Manager and Dunstable Town Administrator formed a Town Manager's and Town Administrator's Working Group and have held two productive meetings so far. He said they were trying to find a final proposal that would meet the needs of a regional approach and future needs as the plume moves. During the first meeting, Mr. Haddad said the Working Group came up with a two-phase plan to eliminate the PFAS issue at the High school and surrounding properties while providing fire protection. During phase one, the Groton Dunstable Regional High School and surrounding properties in Dunstable would be connected. This would solve the PFAS problem at the High School, help the surrounding properties, and provide fire protection on Chicopee Row. The estimated cost of phase one would be approximately \$12.8M. The Select Board voted on a \$1M contribution from the Groton Water Department to Dunstable to make them whole on this approach. Mr. Haddad said that phase one would

satisfy the Department of Environmental Protection (DEP), and they liked the regional approach. Phase two of the plan would involve an interconnection from Pepperell and would tie into the Groton system. An interbasin transfer would also be required, or another option would be giving up the interbasin transfer amount set aside for the Lost Lake sewer project, which would then make any water provided to Dunstable an issue of insignificance. Groton and Dunstable would need to come up with an additional \$3M for this approach. The estimated cost of the total project would be approximately \$15.8M. Groton and Dunstable would need an Inter-Municipal Agreement (IMA) to negotiate for the \$3M from phase 2. The Dunstable Selectmen will meet in Joint Session with the Groton Select Board next week. Mr. Haddad said there would be a presentation at the meeting next week.

Mr. Cunningham unexpectedly had to leave the meeting.

Article 10: Water Supply System at 500 Main Street and Taylor Street-

Mr. Orcutt said this was for a Mass Works Grant to upgrade the water main at 500 Main Street and Taylor Street. The requested amount was for \$1,225,000. Ms. Pine asked what would happen if they didn't receive the grant. Mr. Orcutt stated that they would reapply. The responsibility would fall on the applicant if they didn't obtain the grant within two years.

Article 11: Design Services for PFAS Treatment at Whitney Pond Treatment Facility-

Article 11 was a placeholder if the Water Commissioners decided to proceed with the design services for the PFAS treatment at the Whitney Pond Treatment Facility.

Article 12: Adopt M.G.L., c.53, §9A- Nomination Papers for Cities or Towns-

Ms. Dunbar, the Town Clerk, was in attendance. Ms. Dunbar would like to Adopt 53, §9A to be consistent with current Town practice.

Article 13: 7 Amend Town Charter- Article 6. Section 6.4.1-

Mr. Haddad said that the Tri Comm Working Group had proposed this amendment to the Town Charter. This amendment would change the date the Town Manager has to submit the balanced budget to the Finance Committee to January 31st.

Article 14: Sale or Lease of Parcel 249-51 Hoyts Wharf Road, and Article 15: Sale of Lease 249-57 Cow Pond Brook Road-

Mr. Haddad said Article 14 and Article 15 pertain to the 40B Comprehensive permit project with Heritage Landing to develop 40 houses, 10 of which would be deed-restricted affordable units eligible to be placed on the Town of Groton's Subsidized Housing Inventory. He said due to a nitrogen loading issue, the developer would have to find land that couldn't be developed and designate it as a Nitrogen Loading offset area. Mr. Haddad explained that he drafted an RFP allowing someone to bid on Town property to either lease or purchase and to be used for Nitrogen Loading. Ms. Stanley, the Housing Coordinator, provided a map of the parcels. She explained they would have to reduce the number of bedrooms in the project if this wasn't supported.

Ms. Pine has requested that the language reflected in both Articles 14 and 15 be updated to something similar to the following:

"To see if the Town will vote to authorize the Select Board to sell and/or lease for a period not to exceed 99 years, Parcel 249-51, to add a portion or all of"

She suggested that Town Counsel review the wording to give feedback.

Article 16: Create Revolving Fund for Center Building Monitor-

Patricia Dufresne, Assistant Finance Director stated that a Revolving Fund was already in place for the Center's programming. For this reason, Mr. Haddad recommended withdrawing Articles 16 and 17.

Article 17: Annual Spending Limit for Revolving Fund-

Article to be withdrawn.

Article 18: Accept New Public Ways-

Town Counsel recommended combining all the road acceptances into a single article. A public hearing for Academy Hill's Road Acceptance is scheduled for October 2nd. Mr. Haddad asked Mr. Tada what the status of Monarch Path was with the Planning Board. Mr. Tada said Monarch Path roadways were in good condition, but the Planning Board was still looking for a plan modification before scheduling the road acceptance. The public hearing would have to take place at least seven days prior to Town Meeting, so Mr. Haddad recommended the road acceptance hearing would have to take place on October 16th if they are ready. He would proceed with the hearing after receiving approval from Mr. Tada.

Ms. Manugian entertained a motion to close the public hearing on the Warrant.

Ms. Pine motioned to close the warrant. Mr. Pisani seconded the motion. Roll call vote: Pine-aye; Manugian-aye; Pisani-aye (Mr. Reilly was having technical difficulties and could not participate in the vote).

TOWN MANAGERS REPORT

- 2. Consider Ratifying the Town Manager's Appointment of Mason Bergeron as Grounds Staff and Ryan Merrill and Jack Young as Golf Shop Staff at the Groton Country Club.**

Mr. Pisani made a motion to ratify the Town Manager's appointment of Mason Bergeron as Grounds Staff and Ryan Merrill and Jack Young as Golf Shop Staff at the Groton Country Club. Ms. Pine seconded the motion. Roll Call: Pisani-aye; Manugian-aye; Pine-aye (Mr. Reilly could not vote due to technical difficulties).

- 3. Consider Accepting the Town Manager's Nomination and Appoint Thomas Horsman to the Historical Commission with a Term to Expire on June 30, 2025.**

Mr. Pisani made a motion to accept the Town Manager's nomination and appoint Thomas Horsman to the Historical Commission with a term to expire on June 30, 2025. Ms. Pine seconded the motion. Roll Call: Reilly-aye; Pisani-aye; Manugian-aye; Pine-aye.

- 4. Consider Accepting the Town Manager's Nomination and Appoint Cy, Jed, and Josh Richards to the Weed Harvester Committee.**

Mr. Pisani made a motion to accept the Town Manager's nomination and appoint Cy, Jed, and Josh Richards to the Weed Harvester Committee. Ms. Pine seconded the motion. Roll Call: Reilly-aye; Pisani-aye; Manugian-aye; Pine-aye.

5. Update from the Town Manager on PFAS Discussions with the Town of Dunstable

This update was provided during the public hearing regarding Article 9.

6. Update on Select Board Meeting Schedule Through Labor Day

Monday, September 18, 2023	Regularly Scheduled Meeting
Monday, September 25, 2023	No Meeting
Monday, October 2, 2023	Regularly Scheduled Meeting
Monday, October 9, 2023	No Meeting (Indigenous People's Day)
Monday, October 16, 2023	Regularly Scheduled Meeting
Monday, October 23, 2023	Regularly Scheduled Meeting
Monday, October 28, 2023	2023 Fall Town Meeting
Monday, October 30, 2023	Regularly Scheduled Meeting
Monday, November 6, 2023	Regularly Scheduled Meeting
Monday, November 13, 2023	No Meeting
Monday, November 20, 2023	Regularly Scheduled Meeting
Monday, November 27, 2023	No Meeting
Monday, December 4, 2023	Regularly Scheduled Meeting
Monday, December 11, 2023	Regularly Scheduled Meeting
Monday, December 18, 2023	Regularly Scheduled Meeting
Monday, December 25, 2023	No Meeting (Christmas Day)
Monday, January 1, 2023	No Meeting (New Year's Day)
Monday, January 8, 2023	Regularly Scheduled Meeting

OTHER BUSINESS

Request for a Reserve Fund Transfer for an Appraisal of the Roadway Between Station Avenue and Broadmeadow Road

Mr. Haddad asked the Finance Committee to support a reserve fund transfer in the amount of \$5,000 to conduct an appraisal of the roadway between Station Avenue and Broadmeadow Road. The property owner had closed the roadway behind the former Light Department and refuse to allow its use as a public road. The main parcel of land is located at 20 Station Avenue (Assessors Map 113-56). It is approximately 1.08 acres and has a warehouse-type structure on it (former Groton Electric Light Department Garage Facility). The Town sold the property in 2017 for \$250,000. The Town currently has the property (the land and the building) valued at \$568,000. The property abuts the Nashua River Rail Trail (owned by Mass DCR). Between the building and DCR property, there is a strip of land of approximately 6,600 square feet that has been historically used as a roadway connecting Station Avenue to Broadmeadow Road (the Town of Groton owns most of the connecting Roadway but sold this 6,600 square foot piece when it sold the former Light Department Building/Land). Property owner Dan McElroy has closed off this portion of the road for liability reasons but has agreed to consider selling it back to the Town. To consider the purchase, the Town would need to have the property appraised. Mr. Haddad would like to take the roadway back and get the road open. He said they could do a friendly negotiation and purchase the land based on the value or take it back by eminent domain. Mr. Haddad reached out to Heneman, a company located in Boston, and spoke to their Real Estate Division. He said they have experience in appraising this type of land. They told Mr. Haddad they could do the appraisal for a fee of \$5,000. Mr. Haddad respectfully requested that the Finance Committee approve the Reserve Fund Transfer in the amount of \$5,000 so he could contract with Hunneman to do the appraisal.

Mr. Doody made a motion to approve a Reserve Fund Transfer in the amount of \$5,000 for an appraisal of the roadway between Station Avenue and Broadmeadow Road, currently owned by Dan McElroy. Mr. Robertson seconded the motion. Roll Call: Doody-aye; Robertson-aye; Whitefield-aye; Green-aye; Sulprizio-aye.

ON-GOING ISSUES

- C. Green Communities Application and Implementation- Mr. Haddad said this year's proposed projects would be furnace and winterization-related. The furnace at Town Hall and Groton Dunstable Middle School North's winterization and furnace will be included in the applications.
- E. Town Manager's Tri-Comm Working Group- Mr. Haddad said they held a Tri-Comm meeting earlier that day, and it was the most productive meeting they have had and covered a lot. They are at a point to make a recommendation for next year. They will hold a Joint meeting with the Select Board, School Committee and Finance Committee on October 25th to make a formal presentation. Mr. Haddad stated that the town would need additional revenue sources for FY2025.

Approval of Minutes from August 14th and August 28, 2023

Ms. Pine made a motion to approve the minutes of the regularly scheduled meeting from August 14, 2023 as amended. Mr. Pisani seconded the motion. Roll Call: Manugian-aye; Pisani-aye; Pine-aye (Mr. Reilly could not vote due to technical difficulties).

Ms. Pine made a motion to approve the minutes of the regularly scheduled meeting from August 28, 2023 as presented. Mr. Pisani seconded the motion. Roll Call: Manugian-aye; Pisani-aye; Pine-aye (Mr. Reilly could not vote due to technical difficulties).

The meeting was adjourned at 8:50 p.m.

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

**SELECT BOARD MEETING MINUTES
MONDAY, SEPTEMBER 18, 2023
UNAPPROVED**

SB Members Present: Peter Cunningham, Chair; John Reilly, Vice Chair; Alison Manugian, Clerk; Matt Pisani; Becky Pine

Dunstable Selectmen Present: Ronald Mikol, Chair; Leah Basbanes, Vice Chair; Kieran Meehan

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Jason Silva, Dunstable Town Administrator; Tom Orcutt, Groton Water Superintendent; Dr. Laura Chesson, GDRHS Superintendent; The Groton Board of Health Members; The Groton Water Commissioners; The Groton Finance Committee; Bob Rafferty and Tyler Schmidt, Environmental Partners; The Groton Finance Team; Paul Brinkman, Pepperell DPW Business Manager; John O'Brien, Dunstable Water Commissioner

Mr. Cunningham called the meeting to order at 5:00 PM.

PUBLIC COMMENTS

Phil Fransisco announced that on October 4th, that the Sustainability Committee will hold a Seminar on PFAS at Groton Center. He said all are welcome to join.

Mr. Robertson called the Finance Committee to order at 5:01 P.M.

Mr. McCaffrey called the Groton Water Commission to order.

Ms. Collette called the Groton Board of Health to order.

Mr. Mikol called the Dunstable Selectmen to order.

IN JOINT SESSION WITH THE DUNSTABLE BOARD OF SELECTMEN- DISCUSS AND FINALIZE A SOLUTION TO ADDRESS PFAS AND BRING POTABLE DRINKING WATER TO THE GROTON DUNSTABLE REGIONAL HIGH SCHOOL AND SURROUNDING PROPERTIES IN DUNSTABLE

Mr. Cunningham said that the Select Board was meeting in Joint Session that evening to discuss and finalize a solution to address PFAS and to bring potable drinking water to the Groton Dunstable Regional High School and surrounding properties in Dunstable. He said after the Board met with the Dunstable Selectmen; the Town Manager/Town Administrator Working Group was formed to discuss ways to address this problem. Mr. Haddad said the Working Group held two meetings and they had a conference call with the Department of Environmental Protection (DEP) as well. Tyler Schmidt from Environmental Partners provided a PFAS presentation. The presentation gave a background of the PFAS issue and the project objectives. The Working Group evaluated three main water alternatives: The Pepperell Water System Extension, The Groton Water System Extension and the Groton- Pepperell- Dunstable Regional Water System Plan.

Pepperell Water System Extension:

- Phase 1: Install a new water main from the intersection of Route 113 and Jersey Street to the GDRSD via Jersey Street, North Street, Kemp Street, Groton Street, and Chicopee Row. Paid for via Groton/Dunstable cost share.
- Phase 2: Interconnect with Dunstable via Groton Street and install a booster station for Municipal Fire Protection. Paid for by Pepperell.

Groton Water System Extension:

- Phase 1: Install a new water main from the intersection of Common Street and Chicopee Row to the GDRHS and surrounding properties on Groton Street, Kemp Street, and North Street. Paid for via Groton/Dunstable cost share with a \$1M contribution from the Groton Water Department.

Groton- Pepperell- Dunstable Regional Water System Plan:

- Phase 1: The Groton Water System Expansion. Paid for via Groton/Dunstable cost share with a \$1M contribution from the Groton Water Department.
- Phase 2: A Pepperell Dunstable Water System Expansion. The cost share is still under negotiation.

The Working Group recommended the Groton-Pepperell-Dunstable Regional Solution. Mr. Schmidt explained the implementation timeline of Phase 1 and Phase 2. When Mr. Schmidt explained the implementation timeline of Phase 1, he explained the earliest water service could be provided to all impacted properties was September of 2024 and June of 2025 would be the earliest the Phase 1 project could conclude. He said the timeline for Phase 2 was a little more uncertain due to the timing of permitting. He explained Phase 2 construction would begin in the Spring of 2026. Phase 2 construction would conclude in the Fall of 2027. Mr. Schmidt said the Regional Solution was the only option to solve all three communities' primary and secondary goals. He explained a few key points: Groton and Dunstable would need to sign a legal services Inter-Municipal Agreement (IMA) to continue negotiations; Implementation timelines are subject to approval from MassDEP and the Water Resources Commission; All Solutions are subject to the approval of the Proposition of 2 ½ Override at the Groton Fall Town Meeting.

Questions/Comments

Mr. Pisani asked what the rationale was for the solution of Phase 2. Mr. Haddad said when the Working Group met with DEP, they liked the idea of having all three towns working together and that there would be an interconnection with the three communities. The likelihood of it getting permitted would be more significant. An emergency interconnection between the three communities would be a benefit, as well. Mr. Reilly asked what Groton's emergency interconnection plans were now. The Water Superintendent of Groton, Mr. Orcutt, had clarified that they have a partial connection with Westford. Mr. Haddad said during Phase 1, they would have to work on releasing the Interbrain Transfer set aside for Lost Lake. In phase two permitting, the project would trigger a Water Management Act and the potential for an Environmental Impact Report. He said having the three communities involved helps with that process. The total cost of the project would be approximately \$13M. Since Pepperell would be the lead applicant on Phase II, the project could benefit from Pepperell's status as an Environmental Justice community, which could provide Loan Forgiveness. Mr. Mikol had questions about the legal fees and how they would be handled. Mr. Haddad explained that the Groton Dunstable School Committee would also need to approve a legal services IMA and the fees would be split three ways. However, the proposed numbers did not include the legal fees. Mr. Mikol inquired about the contingency fee, which was revealed to be 20% by Mr. Schmidt. Mr. Mikol raised concerns about how Dunstable would obtain the funds for the IMA fees.

Ms. Basbanes thought the Working Group came to a good conclusion for a recommendation. She said Dunstable's main concern was the money, but they went out of the meetings with a compromise. Mr. Cunningham wanted to commend the Working Group for coming together and helping to define their options.

Ms. Manugian said she believed this solution provided the benefits the three communities were looking for and would keep them on track with the current timeframe. Ms. Pine said she thought there were benefits to doing the project in two phases.

Groton Select Board

Ms. Pine made a motion that Groton and Dunstable agree to negotiate an Inter-Municipal Agreement for the proposed Regional Approach and proceed directly with Phase 1 of the PFAS Regional Water System Plan, and commit to working together on negotiations for Phase 2. Mr. Pisani seconded the motion.

Ms. Manugian wanted to ensure the peer Boards were comfortable with their motion. Mr. Haddad recommended leaving the \$16M appropriation intact and not reducing it.

Ms. Pine wanted to amend the motion to:

Ms. Pine made a motion that Groton and Dunstable agree to negotiate form an Inter-Municipal Agreement for the proposed Regional Approach and around legal fees, proceed directly with Phase 1 of the PFAS Regional Water System Plan, and commit to working together on negotiations for Phase 2. In addition, Groton would commit to keeping the \$16M appropriations available and tie it to a debt exclusion override in the future. Mr. Pisani seconded the motion.

Dunstable Selectmen

Mr. Meehan made a motion to authorize the Town Administrator of Dunstable to enter into negotiations with the Town of Groton for an Inter-Municipal Agreement for shared services related to the PFAS Water Project. Ms. Basbanes seconded the motion. The motion carried unanimously.

Groton Select Board

The Groton Select Board was all in favor of the motion, and the vote carried unanimously.

Dunstable Selectmen

Mr. Meehan made a motion to acknowledge and support the Regional Water System Plan at approximately \$16M.

Ms. Basbanes wanted to amend the motion to:

Acknowledge and support the Regional Water System Plan for Groton Dunstable and Pepperell at approximately \$16M. Mr. Meehan seconded the motion. The motion carried unanimously.

Mr. Cunningham called for a brief recess at the conclusion of the joint meeting.

Mr. Cunningham called the meeting back to order at 5:54 p.m. and reviewed the agenda.

ANNOUNCEMENT

None

TOWN MANAGERS REPORT

- 1. Consider Ratifying the Town Manager's Appointment of Benjamin Morse as Golf Staff and Evan Manno and Zachary Milner as Grounds Staff at the Groton Country Club.**

Mr. Reilly made a motion to ratify the Town Manager's appointments of Benjamin Morse as Golf Staff and Evan Manno and Zachary Milner as Grounds Staff at the Groton Country Club. Ms. Pine seconded the motion. The vote carried unanimously.

2. Consider Approving a Letter of Support to the Community Preservation Committee for the Proposed Historical Commission's Application to Restore Milestone Markers at 94 Boston Road and 122 Old Ayer Road

Mr. Haddad said that the Historical Commission was planning to seek CPA funding in the next cycle to restore the granite milestone markers located at 94 Boston Road and 122 Old Ayer Road. The former marker was snapped in half, and the latter is out of the ground. The evaluation of the application includes a point system to rank requests for consideration, and letters of support generate points under that system. He said they would appreciate a letter of support from the Select Board. Mr. Haddad respectfully requested that the Board vote to authorize him to draft such a letter on the Board's behalf.

Ms. Pine moved to authorize the Town Manager to draft the Letter of Support to the Community Preservation Committee for the Proposed Historical Commission's Application to restore milestone markers at 94 Boston Road and 122 Old Ayer Road. Mr. Pisani seconded the motion. The motion carried unanimously.

3. Update on Select Board Meeting Schedule Through the End of the Year

Mr. Haddad said that he would like to schedule a public hearing on PFAS to be held at The Center. He proposed the date of October 18th for this hearing. Mr. Haddad also mentioned possibly scheduling a Special Meeting on a Friday morning to appoint the new Conservation Administrator.

Monday, September 25, 2023	No Meeting
Monday, October 2, 2023	Regularly Scheduled Meeting
Monday, October 9, 2023	No Meeting (Indigenous People's Day)
Monday, October 16, 2023	Regularly Scheduled Meeting
Monday, October 23, 2023	Regularly Scheduled Meeting
Monday, October 28, 2023	2023 Fall Town Meeting
Monday, October 30, 2023	Regularly Scheduled Meeting
Monday, November 6, 2023	Regularly Scheduled Meeting
Monday, November 13, 2023	No Meeting
Monday, November 20, 2023	Regularly Scheduled Meeting
Monday, November 27, 2023	No Meeting
Monday, December 4, 2023	Regularly Scheduled Meeting
Monday, December 11, 2023	Regularly Scheduled Meeting
Monday, December 18, 2023	Regularly Scheduled Meeting
Monday, December 25, 2023	No Meeting (Christmas Day)
Monday, January 1, 2023	No Meeting (New Year's Day)
Monday, January 8, 2023	Regularly Scheduled Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

- 1. Consider Approving a One Day Wine and Malt Beverage License for the Joseph Locke- Alexis MacTaylor Wedding Reception to be held at the Grotonwood Camp and Conference Center on Sunday, October 8, 2023 from 5:00 p.m. to 10:00 p.m.**

Ms. Manugian made a motion to approve a One Day Wine and Malt Beverage License for the Joseph Locke- Alexis MacTaylor Wedding Reception to be held at Grotonwood Camp and Conference Center on Sunday, October 8, 2023 from 5:00 p.m. to 10:00 p.m. Ms. Pine seconded the motion. The vote carried unanimously.

- 2. Consider Approving a One Day All Alcoholic Beverages License for the Prescott Community Center/Friends of Prescott for a Mixology Class to be held on Friday, September 22, 2023 from 7:00 p.m. to 8:30 p.m.**

Ms. Pisani made a motion to approve a One Day All Alcoholic Beverage License for the Prescott Community Center/Friends of Prescott for a Mixology Class to be held on Friday, September 22, 2023 from 7:00 p.m. to 8:30 p.m. Ms. Pine seconded the motion. The vote carried unanimously.

- 3. Consider Approving a One Day Wine and Malt Beverages License for the Full Moon Fete Cocktail Party/Fundraiser for the Groton Historical Society to be held on Friday, October 27, 2023 from 5:00 p.m. to 10:00 p.m.**

Ms. Manugian made a motion to approve a One Day Wine and Malt Beverage License for the Full Moon Fete Cocktail Party Fundraiser for the Groton Historical Society to be held at the Groton Historical Society on Friday, October 27, 2023 from 5:00 p.m. to 10:00 p.m., contingent upon receipt of the TIPS Certification. Ms. Pine seconded the motion. The vote carried unanimously.

- 4. Approve Grant Agreement Between Affordable Housing Trust and Groton Housing Authority to Provide Funding to Repair Unit A at 285 Nashua Road.**

Mr. Haddad respectfully requested that the Select Board consider approving and authorizing the Town Manager to sign a Grant Agreement between the Affordable Housing Trust and the Groton Housing Authority to provide funding to repair Unit A at 285 Nashua Road. He explained the Agreement, if approved by the Select Board, would allow the Affordable Housing Trust to grant the Housing Authority \$15,398.93 to repair Unit A. Mr. Cunningham wanted to commend Rick Perini's (a member of the Affordable Housing Trust) work on developing the cost estimate for the project. Ms. Pine said this is a free-standing condominium sold to the Housing Authority in 2003. She said the state did not participate in building this; therefore, it won't provide any funds for any maintenance or repairs. During the pandemic, the Housing Authority went through its reserves because many could not afford rent. The Affordable Housing Trust does have some unrestricted funds to help with the repairs; CPC money is not allowed for this purpose. Town Counsel said this could be done with a Contract Agreement. Ms. Manugian asked what the repairs were from. Ms. Pine said it was mainly from wear and tear. She explained the unit was approximately 20 years old. Ms. Stanley said some wear and tear and exterior work needed to be repaired. (See grant agreement included with the minutes.)

Ms. Manugian made a motion to approve the Grant Agreement as presented. Mr. Pisani. The motion carried unanimously.

ON-GOING ISSUES

- E. Town Manager's Tri-Comm Working Group had a great meeting earlier that day. The Tri-Comm would like to present the report on October 25th, approximately at 6:30 PM, in Joint Session at the Performing Arts Center.

The meeting was adjourned at 6:24 p.m.

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