



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 30, 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 Robert Dixon as a Custodian for the Department of Public Works Maintenance Division
 2. Fiscal Year 2024 Goals and Objectives
 3. Update On Fiscal Year 2024 Goals and Objectives
 4. 2023 Fall Town Meeting Follow-up
 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. Vote to Create Gift Fund for the Park Commission (Donations in the Name of Former Cable Advisory Committee Chair Robert Piche)
 2. Consider Approving a One Day All Alcoholic Beverages License for the Prescott Community Center/Friends of Prescott for Holiday Spirits to be held on Friday, December 15, 2023 from 7:00 p.m. to 8:30 p.m.
 3. Consider Approving a One Day All Alcoholic Beverages License for the Prescott Community Center/Friends of Prescott for the Wonders of Rum on Friday, November 3, 2023 from 7:00 p.m. to 8:30 p.m.
 4. Consider Approving a One Day Wine and Malt Beverage License the Prescott Community Center/Friends of Prescott for Open Mic Night to be held on Friday, November 10, 2023 from 6:30 p.m. to 10:30 p.m.
 5. Consider Approving a One Day Wine and Malt Beverage License the Groton Neighbors for Social Gathering of New Neighbors to be held at First Parish Church on Friday, December 1, 2023 from 4:30 p.m. to 6:00 p.m.
- III. 7:15 P.M.** **In Joint Session with the Finance Committee – Pursuant to the Groton Charter – Provide Guidance to the Town Manager for the Development of the Fiscal Year 2025 Proposed Operating Budget**

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 October 16, 2023
Special Joint Budget Meeting of October 25, 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 30, 2023*

TOWN MANAGER'S REPORT

In addition to the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is one item scheduled on Monday's Agenda. The Select Board will be meeting in joint session with the Finance Committee to provide guidance to the Town Manager on the FY 2025 Proposed Operating Budget pursuant to Section 6.4.1 of the Groton Charter. You have all received the Town Manager's Tri-Comm Working Group Report to assist you in developing guidance. To help start the discussion, I have drafted proposed "FY 2025 Budget Preparation Instructions". They are attached to this Report for your review and consideration. In addition, for quick reference, the following is the Five-Year Budget Projection developed by the Working Group:

General Fund Revenues	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Property Tax Levy	41,517,388	42,847,315	45,156,803	46,545,627	47,865,225	49,080,509
State Aid Cherry Sheet	1,191,143	1,217,138	1,236,029	1,255,298	1,274,952	1,294,999
Estimated Local Receipts	5,422,383	5,387,493	5,439,792	5,493,136	5,547,547	5,603,045
Available Funds/Other Financing Source	2,187,637	1,900,181	1,900,181	1,900,181	1,900,181	1,900,181
Enterprise (for Indirects)	336,486	343,216	350,080	357,082	364,224	371,508
Total General Fund Revenues	50,655,037	51,695,343	54,082,885	55,551,323	56,952,129	58,250,242
Total Revenue Percentage Change		2.1%	4.6%	2.7%	2.5%	2.3%

General Fund Expenditures	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
General Government	2,388,159	2,433,262	2,479,346	2,526,434	2,574,551	2,623,720
Land Use	493,137	503,677	514,462	525,499	536,793	548,351
Public Safety	4,742,597	4,832,733	4,924,625	5,018,307	5,113,814	5,211,183
Regional Schools	27,718,371	32,135,626	34,149,138	36,672,971	39,388,582	42,314,258
Department of Public Works	2,351,495	2,395,137	2,439,719	2,485,263	2,531,791	2,579,326
Library and Citizen Services	1,947,870	1,989,027	2,031,138	2,074,226	2,118,314	2,163,426
Employee Benefits	4,930,663	5,286,755	5,670,437	6,083,919	6,529,595	7,010,056
Debt Service	4,801,562	4,959,346	6,195,591	6,184,217	6,105,629	5,769,428
Total Town Budget	49,373,854	54,535,563	58,404,456	61,570,836	64,899,069	68,219,748
State Assessments	95,249	98,662	98,662	98,662	98,662	98,662
Other Amounts Raised	982,606	979,193	979,193	979,193	979,193	979,193
Total General Fund Expenditures	50,451,709	55,613,418	59,482,311	62,648,691	65,976,924	69,297,603
General Fund Surplus/(Shortfall)	203,328	(3,918,075)	(5,399,426)	(7,097,368)	(9,024,795)	(11,047,361)
Total Expenditures Percentage Change		10.2%	7.0%	5.3%	5.3%	5.0%

Select Board
Weekly Agenda Update/Report
October 30, 2023
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1. After an exhaustive months-long search, we have finally been able to fill the vacant Custodian position. Tom Delaney, Brian Callahan, Quintin Shea and Melisa Doig have recommended that I appoint Robert Dixon of Nashua, NH to the position. I have enclosed a copy of Mr. Dixon's resume with this report for your review. I have made this appointment and would respectfully request that the Board ratifies this appointment at Monday's meeting.
2. Enclosed with this Report is the Fiscal Year 2024 First Quarter Financial Report. I would like to spend some time at Monday's meeting reviewing this with the Board. Assistant Director of Finance Patricia DuFresne will attend the meeting to answer any questions you may have.
3. As is our practice when reviewing the Financial Report, the Board reviews the status of the current year's Goals and Objectives. Enclosed with this Report is a copy of the goals with the most recent update. I would like to take a few moments at Monday's meeting reviewing the status with the Board.
4. I have set aside time on Monday's Agenda to discuss any necessary follow-up to Saturday's 2023 Fall Town Meeting. I will provide an update, if necessary, of any issues needing Board support/action.
5. Please see the update to the Select Board's Meeting Schedule that will take you through the end of the year:

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 Park Commission has received (10) checks totaling \$660.00 in memory of Mr. Robert Piche that are not slated for a specific parcel or project but meant to enhance the commission's efforts in parks and recreation for children. I would respectfully request that the Select Board approve the creation of a gift account for the Park Commission to deposit the donations for future use by the Park Commission.
2. I would respectfully request that the Select Board approve a One Day All Alcoholic Beverages License for the Prescott Community Center/Friends of Prescott for Holiday Spirits to be held on Friday, December 15, 2023, from 7:00 p.m. to 8:30 p.m.

Select Board
Weekly Agenda Update/Report
October 30, 2023
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3. I would respectfully request that the Select Board approve a One Day All Alcoholic Beverages License for the Prescott Community Center/Friends of Prescott for the Wonders of Rum on Friday, November 3, 2023, from 7:00 p.m. to 8:30 p.m.
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MWH/rjb
enclosures



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Town Manager
Mark W. Haddad

To: *All Departments, Boards, Committees and Commissions*

From: *Mark W. Haddad – Town Manager*

Subject: *Fiscal Year 2025 Budget Preparation*

Date: *November 1, 2023*

The Fiscal Year 2025 Budget Process for the Town of Groton will be very different from previous years. Based on the difficulty of balancing the Fiscal Year 2024 Operating Budget, the Town Manager's Tri-Comm Working Group was formed over the summer of 2023 with the specific task of reviewing the issues impacting the Fiscal Year 2025 Budget as soon as possible. The Working Group conducted a detailed review of current spending, developed preliminary revenue projections and spending assumptions, and developed a five-year Financial Plan for the Town of Groton. The outcome of the work showed that the Town would be facing an anticipated FY 2025 Budget Deficit of \$3.9 million and a major budget deficit over the next five fiscal years. To address this, the Working Group provided three options to the Select Board and Finance Committee for the development of the Fiscal Year 2025 Proposed Operating Budget. Specifically, the options included the following:

1. Reduce the Anticipated Fiscal Year 2025 Proposed Budget by \$3,918,075
2. Seek an Override of \$3,918,075 to Eliminate the Projected Fiscal Year 2025 Deficit
3. Seek an Override of Proposition 2½ to Eliminate Projected Five-Year Budget Deficit

Based on this, guidance for the preparation of the Fiscal Year 2025 Proposed Operating Budget will address how to address the anticipated deficit. Specific instructions are explained later in this memorandum.

The Select Board and Finance Committee, pursuant to the Town of Groton Charter, have continued the requirement of providing specific budget instructions. That said, the Charter also requires the Town Manager to prepare and present the proposed budget to the Finance Committee and Select Board by December 31, 2023.

Even though we anticipate changes this year, we will continue to make the budget process as seamless as possible. The Finance Team and I will continue to work very closely with all departments, boards, committees and commissions as we develop the budget. We will continue to utilize the simplified forms we created fifteen years ago. All Department Budgets have been created in an Excel Document.

Each individual department document contains two, and in some instances three spreadsheets. The first spreadsheet is the overall departmental budget that contains the following information:

1. FY 2021 Expended
2. FY 2022 Expended
3. FY 2023 Expended
4. FY 2024 Appropriated
5. FY 2025 Department Request
6. FY 2025 Town Manager Budget

The first four columns are already populated. The FY 2025 Department Request Column is tied to the second spreadsheet entitled "Expenses". Each Department will need to complete the second spreadsheet with their actual budget request. Any information added to the second spreadsheet will automatically populate the FY 2025 Department Request Column on the first spreadsheet.

For those Departments that have Salary and Wage Line Items, the third spreadsheet (entitled "Payroll") will be the same as previous years. Please note that all Unions have agreed to a two (2%) percent wage adjustment in FY 2025. I will be recommending that By-Law Employees receive a two (2%) percent adjustment as well. All salaries have been adjusted for this increase. Each Department should review and confirm the information contained in this spreadsheet for accuracy. Once final decisions have been made under the Performance Incentive Program, we will adjust budgets accordingly. Under this format, all budgets can be submitted to the Town Manager electronically.

As stated earlier, the Select Board and Finance Committee have provided guidance to the Town Manager prior to Budget preparation. The Charter requires the Town Manager to comply with the guidance when developing the proposed Budget. Specifically, they have set the following guidance for the development of the Fiscal Year 2025 Proposed Operating Budget:

A. The Town Manager shall prepare two proposed budgets for Fiscal Year 2025 as follows:

1. One Budget shall be balanced with no proposed Override of Proposition 2½.
2. The second budget shall be a level services budget (*maintains services at the FY 2024 level and does not add any new services*) that proposes two potential overrides of Proposition 2½. One override will be to simply balance the level services budget in FY 2025. The second override will consider an amount to eliminate the projected five-year deficit.

B. The Town Manager shall work with representatives of the Groton Dunstable Regional School District and Nashoba Valley Technical School District to create these two budgets.

I will work with the Finance Team and Department Heads (along with the Groton Dunstable Regional School District) to develop the two requested budgets. That said, please adhere to the following specific guidelines:

1. In preparing your FY 2025 department budget, the submitted budget shall be a level services budget that maintains services at current levels. Obviously contractual increases in salaries are

to be included and expenses shall be at an amount that maintains services. A detailed memorandum shall be submitted that considers an eleven (11%) reduction in your departmental budget and what services will be impacted. This is very different from years' past, but it is important to understand this impact as the Finance Team attempts to balance the FY 25 Budget.

2. I would ask for back-up documentation and justification of all expense line-item requests in your level services budget. A summary of your expense requests will allow me to better understand your department's operations and needs and make better budget decisions.
3. Relative to Salary and Wage line items, as stated above, please confirm the salaries and hours of your department employees. I would further request that you work with the Human Resources Director to determine if any longevity payments are owed to any of your employees in FY 2025.
4. Due to the anticipated five-year deficit in operations, we will not be including the Major Initiatives Section in the FY 2025 Proposed Operating Budget.
5. We will continue with the process of funding minor capital items in the Operating Budget. Any capital item under \$25,000 should be included in your FY 2025 Budget Request with the required documentation and justification. With regard to Capital Requests over \$25,000, we will be updating the five-year Capital Plan.

I would respectfully request that all Departments, Boards, Committees and Commissions comply with the following schedule:

November 1, 2023 -	Budget Guidelines Released to Departments.
November 20, 2023 -	Budgets Due in the Office of the Town Manager.
November 27, 2023 - November 29, 2023	Meetings with Town Manager to Review Budgets.

December 31, 2023 - FY 2025 Town of Groton Proposed Operating Budget Delivered to Select Board and Finance Committee.

Thank you for your attention and cooperation. Please feel free to contact me with any questions or concerns regarding this matter. I look forward to working with all of you as we develop the Town of Groton FY 2025 Operating Budget.

MWH/rjb

cc: Select Board
Finance Committee

Robert Dixon

Resume

Dear Town of Groton,

Please accept my application for the Department of Public Works Custodian II.

I am not only an ideal candidate for this position but I am also confident that I would become a valuable contribution to your team. I have a strong attention to detail and accuracy and excellent time management skills, I am adept at completing any duties associated with the job.

Thank you for your time and consideration and I look forward to hearing back from you soon.

Sincerely,
Robert Dixon

Authorized to work in the US for any employer

Work Experience

Night Custodian

Lincoln Public Schools (MA) - Lincoln, MA

May 2017 to July 2021

Cleaned & Maintained a Safe School.

- Building security. (Lock doors, windows, gates, turn-off lights, fans and other equipment). Last thing at night, walk around your building and make sure everything is secure and "arm" the security alarm.
- Responding to building emergencies.
- Comply with all local, state and federal laws pertaining to schools.
- Clean and maintain classrooms, offices, restrooms, locker rooms, hallways, entrances, kitchens, lunchrooms, commons, gyms, etc.
- Keep buildings, grounds and playgrounds free of trash and debris.
- Practice energy conservation methods and procedures.
- Assist community groups with assigned use of the building.
- Clean and extract carpets.
- Scrub, refinish and burnish hard floors.
- Remove snow and ice as needed for safe school operation.
- Perform complete summer cleaning. (Per your building summer cleaning schedule).
- Evaluate new products as directed by the Supervisor of Operations.
- Perform other duties as assigned by Supervisor of Operations and/or your school Principal or Administrator.

Night Custodian

COTTING SCHOOL - Lexington, MA

August 2004 to July 2016

Cleaned & Maintained a Safe School.

- Building security. (Lock doors, windows, gates, turn-off lights, fans and other equipment). Last thing at night, walk around your building and make sure everything is secure and "arm" the security alarm.
- Responding to building emergencies.
- Comply with all local, state and federal laws pertaining to schools.
- Clean and maintain classrooms, offices, restrooms, locker rooms, hallways, entrances, kitchens, lunchrooms, commons, gyms, etc.
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- Evaluate new products as directed by the Supervisor of Operations.
- Perform other duties as assigned by Supervisor of Operations and/or your school Principal or Administrator.

Education

High school diploma in Technical Trade

Somerville Technical Trade HS - Somerville, MA

Skills

- Buffing (10+ years)
- Floor Care (10+ years)
- Custodial Experience (10+ years)
- Cleaning Experience (10+ years)
- Plumbing (10+ years)
- English (10+ years)
- Basic math (10+ years)
- Landscape Maintenance (10+ years)
- Snow Plowing (10+ years)
- Mowing (10+ years)
- Mechanical Knowledge (10+ years)

Certifications and Licenses

Absorbents and Spills

Present

CERTIFICATE OF COMPLETION AWARDED TO ROBERT DIXON OF TOWN OF LINCOLN IN RECOGNITION OF YOUR SUCCESSFUL COMPLETION OF ABSORBENTS AND SPILLS COURSE # GNSC140

BLOODBORNE PATHOGENS FOR PUBLIC ENTITIES

Present

CERTIFICATE OF COMPLETION AWARDED TO ROBERT DIXON OF TOWN OF LINCOLN IN RECOGNITION OF YOUR SUCCESSFUL COMPLETION OF BLOODBORNE PATHOGENS FOR PUBLIC ENTITIES

AIRBORNE AND BLOODBORNE PATHOGENS

Present

CERTIFICATE OF COMPLETION AWARDED TO ROBERT DIXON LICENSES/CERTIFICATES: NOT PROVIDED OF TOWN OF LINCOLN IN RECOGNITION OF YOUR SUCCESSFUL COMPLETION OF AIRBORNE AND BLOODBORNE PATHOGENS COURSE # 18-PRAE-F3-1380

EMERGENCY PREPARATION AND EGRESS

Present

CERTIFICATE OF COMPLETION AWARDED TO ROBERT DIXON OF TOWN OF LINCOLN IN RECOGNITION OF YOUR SUCCESSFUL COMPLETION OF EMERGENCY PREPARATION AND EGRESS COURSE # GNSC156

Town of Groton
General Fund Statement of Revenues & Expenditures
September 30, 2023

	Current Budget FY24	July - Sept Actual FY24	Variance to FY24 Budget	1st Qtr % of Budget	Final FY23 Budget	July - June Actual FY23	July - Sept Actual FY23	1st Qtr Variance to FY23 Budget	1st Qtr % of Budget	% of Budget Change
Revenue										
State Aid (Lottery/Exempts/Van)	1,183,073	294,699	(888,374)	24.91%	1,077,749	1,156,850	313,253	(764,496)	29.07%	85.69%
Motor Vehicle/Boat Excise	1,820,583	187,475	(1,633,108)	10.30%	1,778,290	1,929,500	144,397	(1,633,893)	8.12%	126.85%
Local Option Meals Tax	250,000	67,867	(182,133)	27.15%	250,000	242,074	69,360	(180,640)	27.74%	97.87%
Local Option Room Occupancy Tax	150,000	48,384	(101,616)	32.26%	100,000	174,676	54,775	(45,225)	54.78%	58.89%
Marijuana Revenue	150,000	0	(150,000)	0.00%	0	0	0	0	#DIV/0!	#DIV/0!
Penalties and Interest on Taxes	110,000	24,172	(85,828)	21.97%	110,000	180,735	20,079	(89,921)	18.25%	120.38%
Payments in Lieu of Taxes	346,500	200,000	(146,500)	57.72%	300,000	340,705	2,119	(297,881)	0.71%	8129.58%
Groton Hill Music Ticket Fee	25,000	16,594	(8,406)	66.38%	0	21,148	0			
Other Charges for Service (Dunst)	99,000	50	(98,950)	0.05%	90,000	93,523	150	(89,850)	0.17%	29.41%
Country Club Revenue	700,000	176,514	(523,486)	25.22%	605,267	794,369	166,400	(438,867)	27.49%	91.74%
Fees (incl Van vouchers)	392,000	133,649	(258,351)	34.09%	385,446	420,806	144,471	(240,975)	37.48%	90.96%
Rentals (Cell Towers)	40,000	16,920	(23,080)	42.30%	32,000	81,409	8,625	(23,375)	26.95%	156.96%
Other Departmental Revenue	800,000	137,738	(662,262)	17.22%	775,000	834,488	199,741	(575,259)	25.77%	66.82%
Licenses and Permits	429,300	155,059	(274,241)	36.12%	315,681	800,579	221,952	(93,729)	70.31%	51.37%
Fines and Forfeits	20,000	3,600	(16,400)	18.00%	10,000	11,786	2,440	(7,560)	24.40%	73.77%
Investment Income	90,000	536,549	446,549	596.17%	50,000	421,136	32,156	(17,844)	64.31%	927.03%
Misc Non-recurring (State Aid)	0	3,000	3,000	#DIV/0!	6,936	6,936	0	(6,936)		
Misc (WC Reimb, Opioid & Other)	0	3,508	3,508	#DIV/0!	0	58,574	0	0	#DIV/0!	#DIV/0!
Enterprise Allocation for Indirects	336,486	89,631	(246,855)	26.64%	291,664	291,583	65,304	(226,360)	22.39%	118.98%
Real Estate and Personal Prop	41,461,933	9,893,771	(31,568,162)	23.86%	39,160,747	39,116,511	9,000,729	(30,160,018)	22.98%	103.83%
Total Revenue	48,403,875	11,989,180	(36,414,695)	24.77%	45,338,780	46,977,388	10,445,951	(34,892,829)	23.04%	107.51%
Expenditures (Operating Expenses)										
General Government	2,841,654	859,629	1,982,025	30.25%	2,765,909	2,514,781	858,064	1,907,845	31.02%	97.52%
Public Safety General Fund**	4,737,597	1,124,590	3,613,007	23.74%	4,785,213	4,699,055	1,216,558	3,568,655	25.42%	93.39%
Department of Public Works	2,351,495	439,924	1,911,571	18.71%	2,511,616	2,426,749	429,189	2,082,427	17.09%	109.48%
Culture, Rec, & Citizen's Svcs	1,945,270	601,843	1,343,427	30.94%	1,979,752	1,943,220	627,378	1,352,374	31.69%	97.63%
Employee Benefits and Other*	4,745,663	3,203,446	1,542,217	67.50%	4,550,663	4,526,877	3,043,518	1,507,145	66.88%	100.93%
Total Operating Expenses	16,621,679	6,229,432	10,392,247	37.48%	16,593,153	16,110,682	6,174,707	10,418,446	37.21%	100.73%
Expenditures (Non -Operating Exp.)										
Special Articles Voted for Current Yr	453,742	105,516	348,226	23.25%	997,120	448,721	135,929	861,191	13.63%	170.58%
PY Articles/Enc(SeeUse of Enc Below)	896,127	97,420	798,707	10.87%	652,820	352,774	90,716	562,104	13.90%	78.20%
Education	27,718,371	7,117,770	20,600,601	25.68%	26,189,285	26,189,285	6,749,831	19,439,454	25.77%	99.65%
Debt Service	4,767,758	456,131	4,311,627	9.57%	3,618,172	3,614,162	683,572	2,934,600	18.89%	50.66%
Intergovernmental (State Offsets)	95,249	24,665	70,584	25.90%	95,249	95,249	23,812	71,437	25.00%	103.60%
Total Non - Operating Expenses	33,931,247	7,801,502	26,129,745	22.99%	31,552,646	30,700,191	7,683,860	23,868,786	24.35%	94.41%
Excess (Deficiency) Before OFS&U	(2,149,051)	(2,041,754)	107,297	95.01%	(2,807,019)	166,515	(3,412,616)	(605,597)	121.57%	78.15%
Other Financing Sources										
Transfers from Other Funds	1,119,500	1,013,549	105,951	90.54%	1,904,250	1,904,250	1,374,250	530,000	72.17%	125.45%
Use of Avail. Funds: Encumbrances	896,127	97,420	(798,707)	10.87%	652,820	352,774	90,716	562,104	13.90%	78.20%
Avail. Funds: F. C./Overlay Surplus	706,427	487,219	(219,208)	68.97%	804,705	724,048	619,048	185,657	76.93%	89.65%
Total OFS	2,722,054	1,598,188	(911,964)	58.71%	3,361,775	2,981,072	2,084,014	1,277,761	61.99%	94.71%
Other Financing Uses										
Overlay & Deficits to be Raised	175,054	175,054	0	100.00%	229,560	229,560	236,540	(6,980)	103.04%	97.05%
Transfers to Other Funds	397,949	185,000	212,949	46.49%	325,196	325,196	181,000	144,196	55.66%	83.52%
Total OFU	573,003	360,054	212,949	62.84%	554,756	554,756	417,540	137,216	75.27%	83.49%
Excess (Deficiency) Incl. OFS&U	0	(803,620)	(803,620)		0	2,592,831	(1,746,142)	(1,746,142)		

Town of Groton
General Fund Statement of Revenues & Expenditures
September 30, 2023

	Current Budget FY24	July - Sept Actual FY24	Variance to FY24 Budget	1st Qtr % of Budget	Final FY23 Budget	July - June Actual FY23	July - Sept Actual FY23	1st Qtr to FY23 Budget	Variance to FY23 Budget	1st Qtr % of Budget	% of Budget Change
Salaries/Wages Expenditures by Function of Government											
General Government:											
BOS/Town Manager	361,919	97,037	264,882	26.81%	359,619	354,711	96,359	263,260	26.79%	100.07%	
Accountant	170,106	45,785	124,321	26.92%	154,045	154,046	42,980	111,065	27.90%	96.49%	
Assessors	162,786	42,758	120,028	26.27%	150,831	150,353	41,230	109,601	27.34%	96.09%	
Treasurer/Collector	227,619	63,058	164,561	27.70%	216,235	216,232	57,820	158,415	26.74%	103.59%	
Personnel	94,300	27,069	67,231	28.71%	87,984	87,983	25,863	62,121	29.40%	97.65%	
Information Technology	184,742	51,416	133,326	27.83%	183,250	183,175	50,910	132,340	27.78%	100.18%	
Town Clerk/Elections	191,577	44,582	146,995	23.27%	204,707	204,614	61,555	143,152	30.07%	77.39%	
Land Use Conservation Comm.	73,351	18,468	54,883	25.18%	73,971	73,972	21,697	52,274	29.33%	85.85%	
Land Use Inspection Services	210,427	52,120	158,307	24.77%	220,329	215,305	51,157	169,172	23.22%	106.68%	
Land Use (Planning/ZBA)	89,453	27,204	62,249	30.41%	89,236	89,237	26,236	63,000	29.40%	103.44%	
Total General Government	1,766,280	469,497	1,296,783	26.58%	1,740,207	1,729,628	475,807	1,264,400	27.34%	97.22%	
Public Safety:											
Police Department	2,403,214	593,242	1,809,972	24.69%	2,371,593	2,350,642	640,070	1,731,523	26.99%	91.48%	
Fire Department/EMS	1,393,085	304,890	1,088,195	21.89%	1,455,370	1,426,066	334,509	1,120,861	22.98%	95.26%	
Dispatch (paid from Gen Fund) **	448,073	121,600	326,473	27.14%	445,359	444,288	143,795	301,564	32.29%	84.05%	
Animal Cntrl/Dog Officer	21,664	5,833	15,831	26.92%	19,164	19,164	5,160	14,004	26.93%	99.96%	
Total Public Safety	4,266,036	1,025,565	3,240,471	24.04%	4,291,486	4,240,160	1,123,534	3,167,952	26.18%	91.83%	
Department of Public Works:											
Municipal Buildings	166,348	32,174	134,174	19.34%	159,057	156,174	38,397	120,660	24.14%	80.12%	
Highway	863,616	205,132	658,484	23.75%	870,898	870,894	224,416	646,482	25.77%	92.16%	
Snow & Ice	140,000	0	140,000	0.00%	171,937	171,937	0	171,937	0.00%	#DIV/0!	
Parks	17,571	3,464	14,107	19.71%	17,481	13,804	3,844	13,637	21.99%	89.63%	
Solid Waste	154,315	35,862	118,453	23.24%	150,995	145,954	36,717	114,278	24.32%	95.56%	
Total DPW	1,341,850	276,632	1,065,218	20.62%	1,370,368	1,358,763	303,374	1,066,994	22.14%	93.13%	
Culture, Rec, & Citizen's Svcs:											
COA/COA Van	265,397	64,847	200,550	24.43%	266,772	266,362	71,450	195,322	26.78%	91.22%	
Vets Svcs/Water Safety/Graves	10,930	2,428	8,502	22.21%	10,668	8,770	3,445	7,223	32.29%	68.78%	
Library	756,311	186,697	569,614	24.69%	770,599	757,964	203,312	567,287	26.38%	93.59%	
Country Club	409,980	171,082	238,898	41.73%	407,867	405,461	175,534	232,333	43.04%	96.96%	
Total Culture, Rec. & Citizen's Svcs	1,442,618	425,054	1,017,564	29.46%	1,455,906	1,438,557	453,741	1,002,165	31.17%	94.51%	
Grand Total Salaries & Wages	8,816,784	2,196,748	6,620,036	24.92%	8,857,967	8,767,108	2,356,456	6,501,511	26.60%	93.68%	
Benefits:											
County Retirement	2,494,280	2,494,280	0	100.00%	2,538,910	2,538,910	2,538,910	0	100.00%	100.00%	
Health / Life Insurance *	2,094,383	672,541	1,421,842	32.11%	1,829,743	1,814,711	465,385	1,364,358	25.43%	126.27%	
Other Benefits (Medicare/Unemplmnt)	157,000	36,625	120,375	23.33%	182,010	173,256	39,223	142,787	21.55%	108.26%	
Total Benefits	4,745,663	3,203,446	1,542,217	67.50%	4,550,663	4,526,877	3,043,518	1,507,145	66.88%	100.93%	
Total Salaries/Wages/Benefits	13,562,447	5,400,194	8,162,253	39.82%	13,408,630	13,293,985	5,399,974	8,008,656	40.27%	98.88%	

FISCAL YEAR 2024

GOALS OF THE GROTON SELECT BOARD

1. Environmental Contamination Issues

Select Board Member Assigned: Alison Manugian and Peter Cunningham

Goal: Oversee Implementation of best solution to address PFAS at the Groton Dunstable Regional High School

Measurable Benchmark: Present Final PFAS Solution for the High School at the 2023 Fall Town Meeting. Begin Design and Permitting immediately and construction by the Spring/Summer 2024.

10-30-23 Update: The Groton Select Board has approved an IMA with Dunstable to address the PFAS at the High School. Depending on the outcome of the 2023 Fall Town Meeting and the November 7, 2023, election in Groton and the Special Town Meeting and Election in Dunstable and the successful negotiation of an IMA with Pepperell, work can begin in the Spring of 2024 to bring clean potable water to the Groton Dunstable Regional High School.

2. Climate Change

Select Board Member Assigned: Alison Manugian

Goal:

1. Work with GELD Commissioners on Climate Change Initiatives and the transition to a new GELD General Manager.
2. Support efforts to inform and educate Town residents about opportunities to reduce energy use and costs.
3. Work with Sustainability Commission to reduce the carbon footprint of the Town of Groton

Measurable Benchmark: Schedule workshop with Sustainability Commission, the Electric Light Commission and Electric Light General Manager to discuss transition plans and Climate Change Initiatives. Workshop should be scheduled by December 31, 2023, with any follow-up taking place as soon as possible after the Workshop.

10-30-23 Update: Still need to schedule workshop. It is my plan to schedule this sometime in December.

3. Master Plan
Select Board Member Assigned: All Members

Goal: Participate and Stay involved in the process to create Groton's updated Master Plan buildings.

Measurable Benchmark: Schedule quarterly meetings with the Planning Board and/or Town Planner to receive updates on the progress of the Master Plan Update beginning in September 2023.

10-30-23 Update: Land Use Director/Town Planner Takashi Tada has been providing updates to the Select Board on the progress of the Master Plan. This will continue in the months ahead.

4. Reducing Costs of Government
Select Board Member Assigned: Matt Pisani

Goal: Explore ways to reduce costs of Government. Continue to review and explore ways to expand PILOTS. Seek Federal and State Grants for town projects whenever possible.

1. Work with Town Manager's Tri-Comm Working Group and all municipal departments to understand and establish a sustainable budget and understand whether or not an override of Proposition 2½ is necessary.
2. Support Warrant Article to amend Charter to bring Groton's Budget timeline more in line with GDRSD Budget timeline.
3. Explore and seek alternatives to reduce the tax burden on elderly and less affluent residents.
4. Continue to work with the various Non-Profit organizations in Groton on PILOT payments

Measurable Benchmark: After Presentation from Tri-Comm in October, determine and support, if necessary, need for Override to support budget goals by December 31, 2023.

10-30-23 Update: The Town Manager and Water Superintendent have been working to receive state grants to offset the cost of operations. The Town Manager is working with the State Delegation to receive funding for the PFAS solution at the High School and the Water Superintendent has received a \$1.2 million MassWorks Grant to install a new water line on Taylor Street to support the proposed redevelopment of 500 Main Street. The 2023 Fall Town Meeting is

considering a Charter Amendment to change the Town Budget Timeline. Groton School has increased its PILOT to the Town for the sixth consecutive year. The TREAD Committee is up and running and starting to take in donations to provide funding to offset taxes for our seniors in need to relief.

5. Affordable Housing
Select Board Member Assigned: Becky Pine

Goal: Support the work of Groton's Housing Committees and monitor progress of the two current Chapter 40B applications before the Zoning Board of Appeals. Determine impact on municipal services. In conjunction with the Planning Board, develop amendments to the Town's Bylaws to increase and improve affordable housing and diversity of housing stock.

Measurable Benchmark: Schedule Meeting with Public Safety Officials by December 31, 2023 to determine impact of all housing projects on municipal services.

10-30-23 Update: Have not scheduled the meeting yet. Should be scheduled some time after Town Meeting and before the end of the year.

6. Diversity, Equality and Inclusion
Select Board Member Assigned: Becky Pine

Goal: Support work of Diversity, Equity, and Inclusion Committee and the Native Peoples Recognition Group to expand the Town's approach to, and understanding of, its history to include the centuries prior to the Town's 1655 founding.

Measurable Benchmark: Schedule Update with Diversity Equity and Inclusion Committee by February 15, 2024. Update timeline of Town's History in conjunction with the Diversity Equity and Inclusion Committee.

10-30-23 Update: No new update.

7. Town-wide Examination of Traffic Patterns, Speed Limits, Road Designs, Etc.
Select Board Member Assigned: John Reilly and Becky Pine

Goal: Identify High Volume Areas, High Accident Areas and Localities of Increased Citizen Complaints. Consider Paving Unpaved Road

between Broadmeadow Road and Station Avenue, Acquire Playground Road. Address flooding on Broadmeadow Road

Measurable Benchmark: Schedule Workshop with Police Chief and DPW Director by December 31, 2023 to determine best way to address these issues.

10-30-23 Update: Have not scheduled the workshop yet. Should be scheduled some time after Town Meeting and before the end of the year.

**SELECT BOARD MEETING MINUTES
MONDAY, OCTOBER 16, 2023
UN-APPROVED**

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

SB Members Absent: Becky Pine

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Tom Orcutt, Groton Water Superintendent; Bob Rafferty and Tyler Schmidt, Environmental Partners; Megan Foster, Principal Assessor; Hannah Moller, Treasurer/Collector; Dawn Dunbar, Town Clerk; Melisa Doig, Human Resource Director; Patricia Dufresne, Assistant Finance Director/Town Accountant; Bud Robertson, Finance Committee Chair; Tom Delaney, DPW Director; Takashi Tada, Town Planner/Land Use Director; Greg Sheldon and Jeff Gordon, Destination Groton Committee Members

Mr. Cunningham called the meeting to order at 6:00 PM.

ANNOUNCEMENTS

Jane Cloutier, Vice President of the Women's Club, was in attendance to present their first inaugural calendar to the Board. Photos in the calendar were taken by members of the Women's Club. Ms. Cloutier said they would be available to purchase at Facets and Lavender.

The Town Clerk, Dawn Dunbar, announced the last day to register to vote is Wednesday, October 18th, by 5:00 p.m. Ms. Dunbar said the last day to request a ballot by mail is Tuesday, October 31st, by 5:00 p.m., and all mail-in ballots must be submitted by 7:00 p.m. on Election Day.

REVIEW, FINALIZE, AND CONSIDER APPROVING AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF DUNSTABLE TO PROVIDE CLEAN POTABLE DRINKING WATER TO THE GROTON DUNSTABLE REGIONAL HIGH SCHOOL AND SURROUNDING PROPERTIES

Mr. Cunningham explained that the Groton Select Board and the Dunstable Board of Selectmen had a joint session scheduled for that evening. However, it was postponed due to some issues they would like to discuss further with their Financial Advisory Board. Mr. Haddad and Dunstable's Town Administrator, Jason Silva, had three sessions with Town Counsel to review the terms of the IMA. Mr. Haddad provided the Board with a draft of the IMA. The IMA outlines the estimated total cost of \$12.8 million for Phase One. The Town of Groton would be responsible for 77.6% of the cost (\$331,093), the Town of Dunstable would pay 14.6% (\$62,293), and the Groton Water Department would pay 7.8% (\$33,280). Mr. Haddad said Phase One has been finalized with no changes.

Mr. Haddad explained Phase Two was more complicated. The IMA was negotiated for the Towns of Groton and Dunstable to enter into an IMA for Phase Two with the Town of Pepperell. Under the agreement, the Town of Pepperell would pay \$10.4M, and the towns of Groton and Dunstable would contribute \$3.1M. The Towns of Groton and Dunstable must enter into an IMA with Pepperell by January 31, 2024. Mr. Haddad has been working hard on finding ways to offset the cost of the \$3.1M. Department of Environmental Protection's Regional Director, Mary Jude Pigsley, said the state has set aside \$30M for PFAS mitigation. Mr. Orcutt, Groton Water Superintendent, submitted a letter of interest for this funding. Ms. Pigsley believes that the towns have the opportunity for funding since they are moving forward with a regional approach to resolve the PFAS issue. Earlier that day, Mr. Haddad and his Executive Assistant, Kara Cruikshank, had a meeting with Senator Cronin, Senator Kennedy, Representative Sena, Representative Scarsdale, Mr. Orcutt, the DPW Business Manager from

the Town of Pepperell, as well as the Town Administrators of Dunstable and Pepperell. During the meeting with the state delegation, Mr. Haddad stressed the regional project's significance and hoped it would serve as an example of successful regionalization. The legislators committed to speaking with their Ways and Means Committees to see the possibility of securing any funding. Mr. Haddad will have a follow-up meeting with the State delegation next Friday, October 27th. Mr. Haddad said if the \$3.1M cannot be paid for, he believes the cost should be split equally between Dunstable and Groton. The Town of Pepperell is going to apply for SRF Funding under Phase Two, with a chance of receiving 20 percent loan forgiveness. He said that they have to plan for the worst-case scenario. Town Counsel sent the draft of the IMA to the Towns of Groton and Dunstable last Thursday. The Town of Dunstable did not believe they had enough time to review the draft IMA's wording prior to meeting in a joint session with the Groton Select Board this evening. The Dunstable Board of Selectmen scheduled a meeting for Thursday to review the terms of the IMA with their Financial Advisory Committee. Mr. Haddad said two public forums will be held on Wednesday, October 18th at The Groton Center to present the PowerPoint that explains the project to the residents and taxpayers of Groton. Mr. Haddad said he negotiated the IMA in good faith and believed the project would resolve the PFAS problem at the Groton Dunstable Regional High School. He is also doing everything possible to get \$3.1M paid for Phase Two. Please refer to the attached draft Inter-Municipal Agreement for Water System Expansion.

Questions/Comments from the Board

Ms. Manugian expressed she was incredibly frustrated with the current situation.

Mr. Reilly said Phase One would fix the PFAS problem at the High School. He asked how Phase Two would help the high school. Mr. Haddad said Phase Two would address the PFAS problem; they would be better equipped if the plume moved.

Mr. Pisani expressed frustration and said that a solution satisfying the needs of the DEP was Phase One, and all parties agreed to it.

Mr. Haddad said the way the IMA was drafted, Groton and Dunstable must commit to both phases.

Ms. Manugian asked, in terms of communicating about the project with the public, what would be the deadline?

Mr. Haddad said Mr. Silva stated everything should be finalized after the Dunstable Selectmen meet on Thursday, where they will review the terms of the IMA. Mr. Haddad doesn't like going to the public without having information finalized.

Mr. Haddad asked the Board to give him direction, but he thought it would help to move Dunstable along if the Board voted to support the IMA. Ms. Manugian said she was concerned that Dunstable would extend the negotiation longer.

Ms. Manugian made a motion to approve and sign the Inter-Municipal Agreement, as amended by Water Superintendent Tom Orcutt, with support to be held in place until October 20th. Mr. Pisani seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

None

TOWN REPORT

1. Update from the Town Manager on the 2023 Fall Town Meeting/Review Motions.

Mr. Haddad said the Warrant has been posted for the 2023 Fall Town Meeting. He provided the Board with the Motions for Town Meeting and their assignments.

For Articles 13 and 14, an RFP was advertised. Mr. Haddad mentioned that the town had received one proposal from the Groton Conservation and Management LLC for a permanent restriction on the Hoyts Warf and Cow Pond Brook parcels. The proposal amount was a single bid in the amount of \$200,000. If Town Meeting grants permission, the town would have to negotiate with the developer. Mr. Haddad said later that evening, there was a continuation of the public hearing regarding the acceptance of new public ways, specifically related to Article 15.

Mr. Haddad expressed confidence that the town was in good shape for Town Meeting.

2. Update from the Town Manager on the Town Manager's Tri-Comm Working Group- Preparation for Joint Meeting with Groton Finance Committee and Groton Dunstable Regional High School Committee on October 25, 2023.

The Town Manager's Tri-Comm Working Group met prior to the Select Board Meeting to finalize their presentation that will be made at the joint session meeting scheduled for October 25th between the Select Board, the Finance Committee, and the Groton Dunstable Regional School District Committee. A formal report will be released, and various options will be discussed on October 30th when the Select Board and Finance Committee meet in a joint session to provide guidance to the Town Manager based on the report. Mr. Haddad thanked the members of the Working Group. Several meetings took place, and many hours went into completing the Report. Mr. Haddad said it is the most comprehensive review of the budget that has ever been done. He hopes the Finance Committee and Select Board will be happy with the Report.

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

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 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. Update from Destination Groton Committee

Greg Sheldon, Chair of the Destination Groton Committee, and Jeff Gordon, Vice Chair, were present to update the Board on their work. Mr. Sheldon said there will be a check presentation ceremony with Senator Cronin and Representatives Scarsdale and Sena on Friday, October 20th, at 1:00 p.m. at the General Field. Members of the Select Board and Trails Committee were invited as well. Mr. Sheldon explained that Senator John Cronin, State Representative Margaret Scarsdale, and State Representative Danillo Sena successfully secured a \$15,000 State appropriation in the FY24 State Budget to fund improvements to the Town's extensive trails network. On November 1st, 7:30 a.m. – 10:00 a.m., the Regional Tourism Conference will be held at The Groton Inn with Guest Speakers. The Conference theme is to discuss and prepare for an increase in tourism.

Mr. Sheldon stated that the Destination Groton Committee would like to work with various town boards and committees to explore ways of celebrating the 250th anniversary of the United States in 2026.

Mr. Cunningham wanted to applaud the Destination Groton Committee's efforts and accomplishments.

Mr. Sheldon said the Groton Destination Committee received and interviewed five applicants who submitted Committee Interest Forms for the vacancy. Mr. Brian Bolton was the chosen candidate, and The Destination Groton Committee recommended Mr. Bolton to the Select Board to be appointed.

Mr. Pisani made a motion to appoint Brian Bolton as a member of the Destination Groton Committee, with a term to expire on June 30, 2024. Ms. Manugian seconded the motion. The motion carried unanimously.

7:15 P.M. CONTINUATION OF PUBLIC HEARING- ROAD LAYOUT ACCEPTANCE- CHERRY TREE LANE, FIELDSTONE DRIVE, AND ARBOR WAY

Mr. Cunningham entertained a motion to reopen the public hearing for the road layout acceptance of Cherry Tree Lane, Fieldstone Drive, and Arbor Way.

Mr. Reilly made a motion to reopen the public hearing for the road layout acceptance. Ms. Manugian seconded the motion. The motion carried unanimously.

Takashi Tada, Town Planner/Land Use Director; Tom Delaney, the DPW Director; and Brian Callahan, the DPW Director in Training, were in attendance for the public hearing continuation. Kathy Netburn also attended, representing Bruce Wheeler, Trustee of Academy Hill Realty Trust.

Mr. Cunningham said they learned during the October 2nd public hearing a few issues needed to be addressed. He asked Mr. Delaney for an update. Mr. Delaney said one item that needed to be taken care of was mowing the inside of retention basins. Every other item was addressed: the fence on top of the guard rail, the rebar was cut, and the utility boxes were fixed. He said the punch list from the resident was taken care of. Mr. Delaney said the bond is still held if any other outstanding items need to be addressed before it is released by the Planning Board. Mr. Cunningham asked Mr. Tada when the bond would be released. Mr. Tada said the Planning Board would release the Bond once any outstanding items are taken care of. Mr. Delaney said the mowing would be taken care of inside the retention basin before Town Meeting.

Mr. Cunningham entertained a motion to close the public hearing.

Ms. Manugian made a motion to close the public hearing. Mr. Pisani seconded the motion. The motion carried unanimously.

Mr. Cunningham entertained a motion to accept Cherry Tree Fieldstone Drive and Arbor Way layouts for presentation at Town Meeting.

Mr. Pisani made a motion to accept Cherry Tree Lane, Fieldstone Drive, And Arbor Way layout. Ms. Manugian seconded. The motion carried unanimously.

OTHER BUSINESS

ON-GOING ISSUES

- B. PFAS Issue- Mr. Haddad, Mr. Orcutt, and Ms. Cruikshank met with the attorney handling the PFAS litigation for the Dupont and 3M Settlements for the Town of Groton to discuss the potential compensation. Mr. Haddad is working hard on behalf of the taxpayers to get as much financial help as possible.
- C. Florence Roche Elementary School Construction Project- The Building Committee met last week. The committee is contemplating a name change for the Florence Roche Elementary School. More information will become available regarding what is in process.

Mr. Cunningham announced there was a washout on the Rail Trail, but it was being repaired. He said the trail would reopen at some point that day.

Approval of Minutes from October 2nd and October 10, 2023

Ms. Manugian made a motion to approve the minutes of the regularly scheduled meeting from October 2, 2023, as presented. Mr. Pisani seconded the motion. The motion carried unanimously.

Mr. Reilly made a motion to approve the minutes of the special virtual meeting from October 10, 2023, as presented. Ms. Manugian seconded the motion. The motion carried unanimously.

The meeting was adjourned at 7:30 p.m.

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

**SELECT BOARD MEETING MINUTES
WEDNESDAY, OCTOBER 25, 2023
PERFORMING ARTS CENTER AT MIDDLE SCHOOL SOUTH
UN-APPROVED**

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

School Committee Members Present: Fay Raynor, Chair; Rafael Glod, Vice Chair; Yasmeen Cheema, Secretary; Catherine Awa; Rosanna Casavecchia; Brian LeBlanc; Lacey McCabe

Groton Finance Committee Members Present: Bud Robertson, Chair; Colby Doody, Vice Chair; Gary Green; Mary Linskey; Michael Sulprizio; Scott Whitefield

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; Dr. Laura Chesson, GDRHS Superintendent; Sherry Kersey, GDRSD Finance Director; The Groton Finance Team

Ms. Fay Raynor called the School Committee to order at 7:00 P.M

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

Mr. Bud Robertson called the Finance Committee to order at 7:00 P.M

Mr. Ron Mikol called the Dunstable Selectmen to order at 7:00 P.M

In Joint Session with the Groton Finance Committee and Groton Dunstable Regional School District Committee- Receive the Report of the Town Manager's Tri-Comm Working Group and other Related Presentations on the Fiscal Year 2025 Budget.

The Tri-Comm Working Group has been working diligently throughout the summer to address the Fiscal Year 2025 Budget deficit. The purpose of this joint meeting was to present the findings of the Town Manager's Tri-Comm Working Group to all Boards regarding the Fiscal Year 2025 Operating Budget. Mr. Haddad presented the Report. This Report conducted a thorough budget analysis and to guide discussions regarding future budgets. Please refer to the attached presentation.

Dunstable's Town Administrator, Jason Silva, presented their Budget and Financial Forecast Overview on the Fiscal Year Budget. Please refer to the attached presentation.

During the Groton Dunstable Regional School District presentation, Sherry Kersey, Finance Director of the Groton Dunstable Regional School District, referred to the attached presentation.

After reviewing the reports, the Boards and Committees hoped they could reach a conclusion that all could support. Mr. Haddad and Ms. Kersey announced that the reports would be posted on the Town and District websites the following day. The joint session recessed after the presentations by the Boards. The Groton Select Board and Dunstable Selectmen continued meeting in the middle school cafeteria.

Finalize the Inter-Municipal Agreement (IMA) with the Dunstable Selectmen.

Mr. Haddad said he sent the Inter-Municipal Agreement for the Water System Expansion to address PFAS at the Groton Dunstable Regional High School and surrounding properties in Dunstable to the Select Board members for review and finalization that evening. He asked the Board if they would support the IMA as presented.

Mr. Cunningham entertained a motion to approve and authorize the Town Manager to sign the Inter-Municipal Agreement, as presented.

Ms. Pine made a motion to approve and authorize the Town Manager to sign the Inter-Municipal Agreement as presented. Mr. Cunningham seconded the motion. The motion carried unanimously.

The Select Board briefly discussed Articles 13 and 14 of the 2023 Fall Town Meeting Warrant. The Select Board will meet again on Saturday, October 28th, 2023, to further discuss the Articles before the Fall Town Meeting.

The meeting was adjourned at 8:51 p.m.

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