



**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, MARCH 25, 2024**

#### **AGENDA**

#### **SELECT BOARD MEETING ROOM**

**2nd FLOOR**

**GROTON TOWN HALL**

**6:00 P.M.          Announcements and Review Agenda for the Public**

**6:05 P.M.          Public Comment Period #1**

**I.          6:06 P.M.          Town Manager's Report**

- 1. Consider Ratifying the Town Manager's Appointment of Kristine Fox as the Department Assistant for the Council on Aging**
- 2. Consider Ratifying the Town Manager's Appointment of Clayton Rutherford as a Custodian for the Department of Public Works**
- 3. Consider Ratifying the New Three Year Agreement with Megan Foster to remain as the Town's Principal Assessor**
- 4. FY 2025 Budget Update**
- 5. Update on Select Board Schedule through the 2024 Spring Town Meeting**

**II.          6:10 P.M.          Items for Select Board Consideration and Action**

- 1. Review Motions and Article Assignments for the 2024 Spring Town Meeting.**

#### **OTHER BUSINESS**

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

- A. PFAS Issue**
- B. Green Communities Application and Implementation**
- C. Florence Roche Elementary School Construction Project**

#### **SELECT BOARD LIAISON REPORTS**

**III.          Public Comment Period #2**

**IV.          Minutes:          Regularly Scheduled Meeting of March 11, 2024**

#### **ADJOURNMENT**

*Votes may be taken at any time during the meeting.* The listing of topics that the Chair reasonably anticipates will be discussed at the meeting is not intended as a guarantee of the topics that will be discussed. Not all topics listed may in fact be discussed, and other topics not listed may also be brought up for discussion to the extent permitted by law.



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**Town Manager**  
Mark W. Haddad

**To:** *Select Board*

**From:** *Mark W. Haddad – Town Manager*

**Subject:** *Weekly Agenda Update/Report*

**Date:** *March 25, 2024*

### **TOWN MANAGER'S REPORT**

Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there is nothing specifically scheduled on Monday's Agenda.

1. I have appointed Kristine Fox to the position of Department of Assistant for the Council on Aging. I would respectfully request that the Select Board consider ratifying this appointment at Monday's meeting.
2. I have appointed Clayton Rutherford as a Custodian for the Department of Public Works. I would respectfully request that the Select Board consider ratifying this appointment at Monday's meeting.
3. Megan Foster has served as our Principal Assessor for the last four years and is up for reappointment at the end of this Fiscal Year. She has done a great job for the Town and I am very pleased with her performance. To that end, pursuant to her current agreement with the Town, I notified her of my intention to reappoint her and began negotiations on a new three year agreement. Enclosed for the Board's review and ratification consideration is the proposed new three year agreement. Almost all of the provisions remain unchanged. The two specific changes that I would like to review with the Board is the proposed Salary for Fiscal Year 2025 and a proposed Stipend for her maintaining her Massachusetts Accredited Assessor Designation. The Salary proposed for FY 2025 is a 2% increase, which is in line with the Supervisor Union's Contract and already included in the Proposed FY 2025 Budget that will go before the Spring Town Meeting. The proposed stipend would be \$2500 and is subject to her maintaining the accreditation. While this is not included in the proposed budget, it would be my intention to bring this to the 2024 Fall Town Meeting for funding as it is due to be paid in December. We can discuss this in more detail at Monday's meeting.

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**Weekly Agenda Update/Report**  
**March 25, 2024**  
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4. With regard to the Fiscal Year 2025 Budget, after listening to and reviewing feedback from the many residents of Groton and Dunstable, that not only attended the two Budget Forums, but also reached out with phone calls, emails and letters, Superintendent Dr. Laura Chesson recommended, and the Regional School Committee unanimously voted, to reduce their proposed Fiscal Year 2025 Operational Assessment to the Towns of Groton and Dunstable. This was done in an effort to make the Override Requests (\$5.5 million for Groton and \$2.1 million for Dunstable) last as long as possible. As you will recall from the Forums, Dr. Chesson had proposed delaying the filling of two needed positions in FY 2025 (a maintenance position for the new Florence Roche Elementary School and a Grade 2 Teacher) to give the new Superintendent the opportunity to determine if he agreed with the need. These positions may or may not ever be filled.

In addition, Dr. Chesson proposed filling a Behavioral Interventionist and English Language Learner teacher position by eliminating two existing positions (a Board Certified Behavioral Analyst and a Team Chair). While there are negative consequences to this decision and it brings the Proposed District Budget below level services, these recommendations would result in a reduction of over \$300,000 in the FY 2025 Proposed Operating Budget of the District, which could lead to a savings of over \$900,000 in three years if it is determined that these positions should never be filled. In addition, the Committee voted, by a vote of five in favor, one opposed (Awa) and one abstention (Cheema) the following:

“The Groton Dunstable Regional School District Committee commits to adhere to the estimated budget established for the next three years, if the override passes, regardless of any new expenses that may arise, or come in higher than estimated. Further, should the override pass, the GDRSC will direct the new superintendent to build his budgets with the understanding that he may not exceed what has been projected and that he should make every effort to reduce costs, if possible, while maintaining the same quality education that our students and families currently receive.”

Both of these actions are very important. They were done in an effort to provide confidence to the taxpayers of Groton and Dunstable that the School District will work with the Towns of Groton and Dunstable to make sure that Override Funds last as long as possible with an eye on efficiencies. I am very pleased with these actions and applaud both Dr. Chesson and the School Committee for their continued collaboration and cooperation with the Towns of Groton and Dunstable.

***Continued on Next Page – Over >***

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**4. Continued:**

The following is the new Assessment for Groton in FY 2025 (vs. the original Assessment):

Item	Original Assessment	New Assessment	Difference
Operating Expenses	\$ 28,741,942	\$ 28,509,638	\$ (232,304)
Capital	\$ 295,767	\$ 295,767	\$ -
Debt	\$ 445,156	\$ 445,156	\$ -
Total	\$ 29,482,865	\$ 29,250,561	\$ (232,304)

This has reduced the amount needed from the \$5.5 million override in FY 2025 from \$1.7 million to \$1.47 million and reduced the anticipated FY 2025 Tax Rate by \$0.08 from \$16.24 to \$16.16, and reduced the Override Impact from \$431 to \$375, or \$56. Since the Warrant for the Meeting that was posted and delivered to all Groton Residences had the original budget, at Town Meeting, we will need to provide a new copy of the Budget to the Voters in the Town Meeting Handout for voting purposes.

**5. Please see the update to the Select Board's Meeting schedule through the Annual Election:**

Tuesday, March 26, 2024	-2024 Spring Town Meeting
Monday, April 1, 2024*	-Regularly Scheduled Meeting
Tuesday, April 2, 2024	-Special Election - Override of Proposition 2½
Monday, April 8, 2024	-Regularly Scheduled Meeting
Monday, April 15, 2024	-No Meeting – Patriot's Day Holiday
Monday, April 22, 2024	-Regularly Scheduled Meeting
Tuesday, April 23, 2024	-2024 Annual Town Election

\*At this time, I have nothing scheduled for this meeting and would suggest to the Board that we forgo this meeting as we will have Town Meeting both Tuesday and Wednesday this week. We would meet again on April 8<sup>th</sup>. We can discuss this at the meeting.

**ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION**

1. Enclosed with this Report are the Motions for the Town Meeting, along with the Article Assignments. I am also enclosing the Proposed Budget Amendments I provided to the Chief Opponent of the Budget for your review.

MWH/rjb  
enclosures

<b>Kristine Fox</b>		
<b>Summary</b>	Committed and motivated Business Administrator with exceptional customer service skills. Strong work ethic, professional demeanor and great initiative. Seeking a part-time position in an administrative setting.	
<b>Skills</b>	<ul style="list-style-type: none"> <li>· Excellent Organizational Skills</li> <li>· Strong Customer Relations Skills</li> <li>· Employee training and development</li> <li>· Data Entry</li> <li>· Microsoft Office (Excel, Word)</li> <li>· Google Documents</li> </ul>	<ul style="list-style-type: none"> <li>· Certified in Medical Terminology</li> <li>· Meditech</li> <li>· Quick Pay</li> <li>· Electronic Medical Record (EMR) software</li> <li>· Centricity (scheduling software)</li> <li>· Filing, data entry, sorting, filing</li> <li>· Compliance with HIPAA</li> </ul>
<b>Experience</b>	<b>Minute Taker</b> Town of Groton, Groton, Massachusetts <ul style="list-style-type: none"> <li>● Attends public meetings in-person or via zoom, accurately recording all dialogue relevant to the agenda.</li> <li>● Drafts, formats, and proofreads effective meeting minutes in a Word document for approval by various Board members.</li> </ul>	<i>2020-present</i>
	<b>Medical Coordinator</b> Lexington Eye Associate, Concord, Massachusetts <ul style="list-style-type: none"> <li>● Acquires insurance authorizations for procedures and tests ordered by the attending physicians.</li> <li>● Performs administrative support including, maintaining files, data entry, creating labels, and scanning updated information into PC programs.</li> <li>● Conducts basic clerical work, such as sorting mail, filing, faxing, and copying.</li> <li>● Collects copayments.</li> <li>● Answers multi-line telephone and routes calls to the appropriate individual or assists to each concern with judgment.</li> <li>● Converses regularly with professionals, as well as the general public.</li> <li>● Works independently while task prioritizing and paying close attention to details in a fast paced environment.</li> <li>● Coordinates surgeries for pediatric patients and provides administrative support for multiple physicians.</li> <li>● Demonstrates knowledge of HIPAA Privacy and Security Regulations.</li> </ul>	<i>2009- 2015</i>

Experience	<p><b>Patient Service Representative</b>  <b>Emerson Hospital</b>, Concord, Massachusetts</p> <ul style="list-style-type: none"> <li>Communicates with general public and medical staff on a professional level.</li> <li>Relays information to various departments within the company and externally.</li> <li>Performs administrative support and basic clerical work, including marking research projects using excel.</li> <li>Collects payments, greets patients, and directs them to appropriate persons or departments.</li> <li>Maintained patient's rights to privacy according to HIPAA and is cross trained in Mammography scheduling.</li> </ul> <p><b>File Clerk</b>  Emerson Hospital, Concord, Massachusetts</p> <ul style="list-style-type: none"> <li>Handles subpoenas from lawyer's office, communicates with attorneys and writes professional letters regarding requested information.</li> <li>Communicates with the public and medical staff on a professional level.</li> <li>Retrieves data and files, creates new patient folders, and maintains patients' rights according to HIPPA.</li> <li>Digitizes films into PACS and is skilled in printing and burning images onto CDs.</li> </ul> <p><b>Retail Sales Associate</b>  Burlington Coat Factory, Nashua, New Hampshire</p> <ul style="list-style-type: none"> <li>Provides excellent customer services, sets up visual displays, and tracks inventory.</li> <li>Prices merchandise using mark down gun and ensure fixtures and end caps are accessible and secure.</li> </ul>	<p>2006-2013</p> <p>2005-2006</p> <p>2003-2005</p>

<b>Education</b>	<b>Bachelors of Science, Business Administration</b>	<i>2006</i>
	<i>Fitchburg State, Fitchburg, Massachusetts</i>	
	<b>Associate of Science, Merchandising</b>	<i>2004</i>
	<i>Southern New Hampshire University, Manchester, New Hampshire</i>	
<b>References</b>	Furnished on request.	



# CLAYTON H. RUTHERFORD III

## **Professional Summary**

Hard worker with a long history of reliability, quality work and a willingness to learn. I've spent the last 18 years working as a locksmith for the same company. I also have experience in custodial work, carpentry and lawn care.

## **Education**

### **Salem High School**

Salem, NH

09/1991 to 06/1995

Diploma

## **Experience**


### ***Post Office Locksmith Inc.***

*Locksmith 12/2005 to present*

- Re-key and master key a variety of locks in the shop and on the road
- Repair and install knobs, deadbolts, levers, exit hardware, door closers and electric releases
- Answer phones, schedule and dispatch service calls
- Organize and maintain inventory in shop and in company vehicle
- Open and close shop

### **Town of Chelmsford**

Building Attendant – Town Hall 01/2023 to 06/2023

- Make sure doors were unlocked at night for town meetings and community events
  - Lock doors, turn off lights, close windows and set alarm at end of the night
  - Verify cleaning was done to town hall standards
  - Shovel and salt walkways
  - Minor repairs
- 





## **JAK All Trades**

Carpenter Helper 01/2020 to 09/2021

- Measure and cut boards
- Paint and stain
- Drywall
- Demolition
- Organize trailer and workshop

## **Skills**

- Honest and dependable
- Power and hand tools
- Work well independently
- Ability to read and follow directions
- Inventory control
- Supervision
- Organization

**EMPLOYMENT AGREEMENT BETWEEN  
TOWN OF GROTON  
AND  
PRINCIPAL ASSESSOR**

This agreement is made this 26<sup>th</sup> day of March, 2024, effective July 1, 2024, by and between the Town of Groton, a municipal corporation in Middlesex County, Massachusetts, acting by its Select Board and Town Manager, hereinafter referred to as “the Board”, “the Manager” or “the Town” and Megan L. Foster of Londonderry, New Hampshire, hereinafter referred to as “the Employee” or “Principal Assessor”.

WHEREAS, the Town and the Employee desire to have an Employment Agreement in order to specifically express their responsibilities and mutual obligations as they relate to the position Principal Assessor; and

WHEREAS, the Town under Chapter 41, Section 108N½ of the General Laws may contract with the Principal Assessor for such services;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the Town and the Employee agree as follows:

**I. AGREEMENT PERIOD**

- A. TERM: The Town agrees to employ the Employee as the Principal Assessor from July 1, 2024 through June 30, 2027.
- B. RENEWAL: This agreement may be renewed for three-year periods without limitation, subject to the terms and conditions described below:
  - 1. EMPLOYEE NOTICE: The Employee shall give written notice to the Town Manager of her intention to renew this agreement for an additional three-year period on or before January 15, 2027. If such notice is not given, this agreement shall not be renewed and her employment shall terminate on June 30, 2027.
  - 2. TOWN NOTICE: The Town, by the Town Manager, shall decide on or before January 15, 2027 whether or not he intends to renew this agreement for an additional three-year period and shall give the Employee written notice of his decision on or before February 1, 2027. If such notice is not given, the agreement shall be automatically renewed for another three-year period. If the Town gives written notice that it does not wish to renew this agreement, the agreement shall terminate on June 30, 2027.

## **II. TERMINATION AND SEVERANCE PAY**

- A. The Town Manager may terminate the Principal Assessor for just cause during the term of this agreement.
- B. In the event the Principal Assessor is terminated, but not for just cause, by the Town prior to the expiration of the term of this agreement, the Town agrees that it shall pay the Principal Assessor a lump sum cash payment equal to two (2) weeks' pay for each year or partial year of service to the Town, not to exceed three (3) months total severance pay, which amount shall be paid to the Principal Assessor on or before the effective date of termination of her employment; provided however that in the event the Principal Assessor is terminated for just cause, the Town shall have no obligation to pay the aggregate severance sum provided in this contract.
- C. In the event the Principal Assessor voluntarily terminates her position with the Town before the expiration of the term of this Agreement, the Principal Assessor shall give the Town three (3) months' written notice in advance, unless the parties agree otherwise. A copy of the resignation shall be filed with the Town Clerk.

## **III. DUTIES AND RESPONSIBILITIES**

- A. **DUTIES:** The Town hereby agrees to employ the Employee as Principal Assessor, and the Employee agrees to serve the Town faithfully, diligently, and to the best of her ability, devoting full time attention thereto, and to perform all duties as described in the Principal Assessor Job Description specifically incorporated by reference as Appendix A.
- B. **OTHER EMPLOYMENT:** The Principal Assessor position is a full-time job. Other employment must be approved in writing by the Town Manager. If the Employee accepts employment without prior written approval, this employment agreement may be terminated immediately by the Town.
- C. **EXEMPT ACTIVITIES:** The above shall not be construed, however, to prevent the Employee from engaging in additional professional activities related to the position of Principal Assessor such as participation in professional societies and Board memberships provided that such participation does not interfere with the Employee's responsibilities as a Principal Assessor, as defined by the Town Manager.

#### **IV. EVALUATION**

Formal written evaluations shall be conducted with an evaluation instrument to be agreed upon by the Town Manager and the Employee. The instrument shall require the establishment of reasonable goals, the recognition of accomplishments, and the identification of areas that need improvement. Evaluations shall take place every twelve (12) months not later than November 1<sup>st</sup>. All evaluations shall be placed in the Employee's Personnel Folder.

#### **V. COMPENSATION**

Annual compensation shall be as follows:

- Effective July 1, 2024 - \$96,186.
- July 1, 2025: Increase to base salary of not less than 2.0%. Employee will be eligible for an additional one-time Performance Incentive payment of up to 2½% (said payment shall be paid on the second pay period of July and not added to the base pay).
- July 1, 2026: Increase to base salary of not less than 2.0%. Employee will be eligible for an additional one-time Performance Incentive payment of up to 2½% (said payment shall be paid on the second pay period of July and not added to the base pay).

Subject to Town Meeting appropriation, the Employee shall receive an annual stipend of \$2,500 for maintaining the Massachusetts Accredited Assessor (MAA) designation. Such payment shall be made on the first pay period of December in each year of this agreement and shall not be added to the base pay.

The position is a salaried position, exempt from all Federal and State laws pertaining to hours of employment and overtime.

#### **VI. BENEFITS**

A. VACATION. Vacation benefit shall be as follows:

Five weeks annually, accrued on a monthly basis, with a maximum carryover of 35 days.

B. SICK LEAVE. Sick leave shall be accrued at eight (8) hours per month.

C. HOLIDAY BENEFIT: The Employee shall be entitled to twelve (12) Holidays, as listed below. All holidays shall be taken on the calendar day designated by the

Town as the official day of the Holiday, unless otherwise authorized in advance by the Town Manager.

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Presidents' Day	Veterans' Day
Patriots' Day	Thanksgiving Day
Memorial Day	Christmas Day
Fourth of July	Juneteenth Holiday

- D. **HEALTH, LIFE & DISABILITY:** The Employee shall have access to the Town's group health, life, and disability insurance plans and shall contribute toward the premium for such insurance coverage as follows:

Health Insurance	30%
Basic Life Insurance	50%
Disability Coverage	100%

Employee can choose to "Opt-Out" of the Town's Health Insurance Program shall be subject to the following:

1. The Employee shall receive twenty-five (25%) percent of the Town portion of the health insurance plan the Employee is enrolled in at the time of the "Opt-Out". The amount shall be provided to the employee divided by the number of pay periods in the Fiscal Year that it is being paid; and
2. For an employee to be eligible, they need to provide proof of Health Insurance Coverage; and
3. For an employee to be eligible for the "Opt-Out" option, they need to be enrolled in the Town's Health Insurance Program in the preceding entitlement period.

- E. The Employee shall be entitled to five (5) personal days per year.

- F. The Town agrees to pay annually in a separate check, the following amounts of money to the employee for her years of service, as follows: Beginning the 11<sup>th</sup> - 17<sup>th</sup> - \$750.00; Beginning the 18<sup>th</sup> - 20<sup>th</sup> - \$1000.00; Beginning the 21<sup>st</sup> - 24<sup>th</sup> - \$1450.00; Beginning the 25<sup>th</sup> plus - \$1750.00

## **VII. EXPENSES AND PROFESSIONAL DEVELOPMENT**

- A. **PRINCIPAL ASSESSOR EXPENSES:** Subject to prior budget approval and appropriation, the Town agrees to pay all appropriate expenses incurred by the Employee in the performance of her duties as Principal Assessor.
- B. **PROFESSIONAL DEVELOPMENT:** Subject to prior budget approval and appropriation, the Town agrees to pay for the professional development activities of the Principal Assessor provided the activities may be reasonably expected to be of benefit to the Town of Groton. Such activities shall include: travel and meals for related meetings and conferences, provided that any such travel out of state or for more than two (2) days duration shall be subject to the approval of the Board; professional dues; continuing education/certification; and occasional subscriptions or publications in conjunction with the Massachusetts Municipal Assessors Association.

## **VIII. INDEMNIFICATION**

- A. The Town shall defend, save harmless and indemnify the Principal Assessor against any tort, professional liability, claim or demand, or other legal action, whether groundless or otherwise arising out of an alleged act or omission occurring the performance of her duties as Principal t Assessor, even if such claim has been made following her termination from employment, provided that the Principal Assessor acted within the scope of her duties. To the extent allowed under MGL Ch. 256, the Town shall pay the amount of any settlement or judgment rendered thereon. The Town may compromise and settle any such claim or suit and will pay the amount of any settlement or judgment rendered thereon without recourse to the Principal Assessor.
- B. The Town shall reimburse the Principal Assessor for any attorneys' fees and costs incurred by the Principal Assessor in connection with such claims or suits involving the Principal Assessor in her professional capacity; except in the event of disciplinary action or associated hearings initiated by the Board or the Manager.
- C. This section shall survive the termination of this Agreement.

## **IX. NO REDUCTION IN BENEFITS**

The Town shall not at any time during the term of the Agreement reduce the salary, compensation or other benefits of the Principal Assessor, except to the degree such a reduction is representative on average for all other employees of the Town.

**X. ENTIRE AGREEMENT AND SEVERABILITY**

- A. This instrument contains the entire Agreement between the Town and the Employee. The Agreement may be amended from time to time as mutually agreed upon by both parties in writing.
- B. If any one or more of the provisions of the Agreement shall be ruled to be invalid for any reason by a Court of Law in any jurisdiction, such ruling shall not affect the validity of the remaining provisions of this agreement.

WHEREFORE, the parties have caused this instrument to be signed and executed on the day first above written.

**PRINCIPAL ASSESSOR**

\_\_\_\_\_  
Megan L. Foster

**SELECT BOARD**

\_\_\_\_\_  
Peter S. Cunningham

\_\_\_\_\_  
John F. Reilly

\_\_\_\_\_  
Alison S. Manugian

\_\_\_\_\_  
Rebecca H. Pine

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Matthew F. Pisani

**TOWN MANAGER**

\_\_\_\_\_  
Mark W. Haddad

**SPRING TOWN MEETING  
MOTIONS**

**MARCH 26, 2024**

**CONSENT MOTION #1 – Articles 1 through 4**

**Mover: Alison Manugian**

**MOTION:** I move that the Town vote to combine for consideration Articles 1, 2, 3 and 4 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles as set forth in the motions in the Town Meeting Information Handout, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter, prior to the taking of the vote, requests the right to debate a specific article, then said article shall be removed from this motion and acted upon in the ordinary course of business.

**Quantum of Town Meeting Vote: Majority**

**CONSENT MOTION #1 –**

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**Article 1: Hear Reports**

**MOTION:** I move that the Town's 2023 Annual Report be accepted and placed in the permanent records of the Town.

**Quantum of Town Meeting Vote: Majority**

**Article 2: Elected Officials' Compensation**

**MOTION:** I move that the following compensation be set for the following elected officials for the ensuing year: Town Moderator - \$1,000.

**Quantum of Town Meeting Vote: Majority**

**Article 3: Wage and Classification Schedule**

**MOTION:** I move that the Town of Groton Wage and Classification Schedule be amended and adopted for Fiscal Year 2025 as printed in Appendix B of the Warrant for the 2024 Spring Town Meeting.

**Quantum of Town Meeting Vote: Majority**



**Article 4: Appropriate Funding for OPEB Trust**

**MOTION:** I move that One Hundred Ninety Thousand Dollars (\$190,000) be transferred from the Excess and Deficiency Fund (Free Cash) to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20.

**Quantum of Town Meeting Vote: Majority**

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**Article 5: Fiscal Year 2025 Annual Operating Budget**

**MOTION 1: Groton Dunstable Regional School District**

**Mover: Bud Robertson**

**MOTION A:** I move that the sum of Twenty-Eight Million Nine Hundred Fifty-Four Thousand Seven Hundred Ninety-Four Dollars (\$28,954,794) be hereby raised and appropriated from the Fiscal Year 2025 Tax Levy and other general revenues of the Town for the Groton Dunstable Regional School District as represented by lines 1410 through 1413 as shown in the Town Meeting Information Handout for this Meeting; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

**MOTION B:** I move that the sum of Two Hundred Ninety-Five Thousand Seven Hundred Sixty-Seven Dollars (\$295,767) be transferred from the Groton Dunstable Regional School District Capital Stabilization Fund to the Groton Dunstable Regional School District to pay for the capital assessment from said School District as represented by line 1414 as shown in the Town Meeting Information Handout for this Meeting.

**Quantum of Town Meeting Vote: 2/3s Majority**

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**MOTION 2: General Government**

**Mover: Gary Green**

**MOTION:** I move that Two Million Four Hundred Seventy-Eight Thousand Three Hundred Seventy Dollars (\$2,478,370) be hereby appropriated for General Government as represented by lines 1000 through 1182 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$20,668 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$2,457,702 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 3: Land Use Departments**

**Mover: Mary Linskey**

**MOTION:** I move that Five Hundred Twenty Thousand Seven Hundred Forty-Nine Dollars (\$520,749) be hereby appropriated for Land Use Departments as represented by lines 1200 through 1281 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$4,660 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$516,089 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 4: Protection of Persons & Property**

**Mover: Colby Doody**

**MOTION:** I move that Four Million Five Hundred Fifteen Thousand Seventy-Nine (\$4,515,079) be appropriated for Protection of Persons and Property as represented by lines 1300 through 1372 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$453 be transferred from the Excess and Deficiency Fund (Free Cash); the sum of \$350,000 be transferred from Fire & Emergency Medical Services Receipts Reserved; and the sum of \$4,164,626 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 5: Nashoba Valley Regional Technical High School**

**Mover: Bud Robertson**

**MOTION:** I move that the sum of Nine Hundred Sixty-Six Thousand Seven Hundred Nineteen Dollars (\$966,719) be raised and appropriated from the Fiscal Year 2025 Tax Levy and other general revenues of the Town for the Nashoba Valley Regional Technical High School as represented by line 1400 as shown in the Town Meeting Information Handout for this Meeting; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 6: Department of Public Works**

**Mover: David Manugian**

**MOTION:** I move that Two Million Three Hundred Eighty-Nine Thousand Five Hundred Sixteen Dollars (\$2,389,516) be hereby appropriated for the Department of Public Works as represented by lines 1500 through 1561 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, \$5,110 be transferred from the Excess and Deficiency Fund (Free Cash); and \$2,384,406 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 7: Library and Citizens' Services**

**Mover: Scott Whitefield**

**MOTION:** I move that the sum of Two Million One Hundred Ninety-Two Thousand Nine Hundred Fifty-Seven Dollars (\$2,192,957) be hereby appropriated for Library and Citizens' Services as represented by lines 1600 through 1713 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$166,428 be transferred from the Excess and Deficiency Fund (Free Cash); and \$2,026,529 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 8: Debt Service**

**Mover: Colby Doody**

**MOTION:** I move that Five Million Fifty-Six Thousand Six Hundred Eleven Dollars (\$5,056,611) be hereby appropriated for Debt Service as represented by lines 2000 through 2005B as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation the sum of \$132,170 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$4,924,441 be raised from the Fiscal Year 2025 Tax Levy and other general revenues of the Town; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**MOTION 9: Employee Benefits**

**Mover: Bud Robertson**

**MOTION:** I move that Four Million Nine Hundred Eighty-Four Thousand Nine Hundred Ninety Dollars (\$4,984,990) be raised and appropriated from the Fiscal Year 2025 Tax Levy and other general revenues of the Town for Employee Benefits as represented by lines 3000, 3002, 3010, 3011 and 3012 as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; contingent upon a Proposition 2½ override under Massachusetts General Laws Chapter 59, Section 21C, Clause (g).

**Quantum of Town Meeting Vote: Majority**

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**CONSENT MOTION #2 – Enterprise Fund Budgets**

**Mover: Michael Sulprizio**

I move that the town take affirmative action on Motion 10 through Motion 14, under Article 5, as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter requests the right to debate a specific budget motion, then said motion shall be debated and voted upon separately.

**Quantum of Town Meeting Vote: Majority**

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#### **MOTION 10: Water Enterprise**

**MOTION:** I move that Two Million Three Hundred Ten Thousand Two Hundred Sixty-Seven Dollars (\$2,310,267) be appropriated to be spent by the Groton Water Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town of the Groton Water Enterprise Fund as represented in the Water Enterprise Budget as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$1,665,526 be appropriated from Water Rates and Fees; the sum of \$420,141 be hereby transferred from Water Enterprise Excess and Deficiency; and the sum of \$224,600 in the Town's General Fund Operating Budget be raised and appropriated to be allocated to the Water Enterprise for FY 2025.

**Quantum of Town Meeting Vote:** Majority

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#### **MOTION 11: Sewer Enterprise**

**MOTION:** I move that One Million Two Hundred Fifty Thousand Four Hundred Seventy-Five Dollars (\$1,250,475) be appropriated to be spent by the Groton Sewer Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town for the Groton Sewer Enterprise as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$865,195 be appropriated from Sewer Rates and Fees; the sum of \$352,935 be hereby transferred from Sewer Enterprise Excess and Deficiency; and the sum of \$32,345 be raised and appropriated in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2025.

**Quantum of Town Meeting Vote:** Majority

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#### **MOTION 12: Four Corners Sewer Enterprise**

**MOTION:** I move that Ninety-Eight Thousand Forty Dollars (\$98,040) be hereby appropriated to be spent by the Groton Sewer Commission for the Fiscal Year 2025 Budget for the Four Corners Sewer Enterprise as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$73,777 be appropriated from Four Corners Sewer Rates and Fees; the sum of \$21,150 be hereby transferred from Four Corners Sewer Enterprise Excess and Deficiency; and the sum of \$3,113 be raised and appropriated in the General Fund Operating Budget to be allocated to the Four Corners Sewer Enterprise for Fiscal Year 2025.

**Quantum of Town Meeting Vote:** Majority

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**MOTION 13: Stormwater Utility Enterprise**

**MOTION:** I move that Two Hundred Forty-Seven Thousand Eight Hundred Fifty-One Dollars (\$247,851) be hereby appropriated to be spent by the Town Manager to defray all operating expenses and any reimbursements to the Town of the Stormwater Utility Enterprise as shown in the Town Meeting Information Handout for this Meeting; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$192,245 be hereby transferred from Stormwater Utility Rates and Fees; and the sum of \$55,606 be raised and appropriated in the General Fund Operating Budget to be allocated to the Stormwater Utility Enterprise for Fiscal Year 2025.

**Quantum of Town Meeting Vote:** Majority

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**MOTION 14: Electric Light**

**MOTION:** I move that the income from sales of electricity to private customers or for electricity supplied to municipal buildings, together with receipts from jobbing accounts, be appropriated for the Groton Electric Light Department, the whole to be expended by the Manager of the Groton Electric Light Department under the direction and control of the Groton Board of Electric Light Commissioners, for expenses of the Department for Fiscal Year 2025, as defined in Section 57 of Chapter 164 of the Mass. General Laws, and that, if said sum and said income shall exceed said expense for said year, such excess shall be transferred to the construction fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Board of Electric Light Commissioners.

**Quantum of Town Meeting Vote:** Majority

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**Article 6: Fiscal Year 2025 Capital Budget**

**Mover: John Reilly**

**MOTION A:** I move that Two Hundred Eight-Five Thousand (\$285,000) be hereby appropriated, to be expended by the Town Manager, to purchase and equip a new Dump Truck for the Highway Department, and for the payment of all costs associated and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, be authorized to borrow the sum of \$285,000 under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and, further, that the Town Manager be authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriated funds and any funds received from any source for such purchase.

**Quantum of Town Meeting Vote:** 2/3s Majority

**MOTION B:** I move that Eight Hundred Sixty-Two Thousand One Hundred Forty-Four Dollars (\$862,144) be hereby appropriated, to be expended by the Town Manager in Fiscal Year 2024 and thereafter, for the capital items identified as Item 1 through Item 3 and Item 5 through Item 23 as set forth under Article 6 in the Warrant for the 2024 Spring Town Meeting; and to meet this appropriation, the sum of \$178,644 be transferred from the Excess and Deficiency Fund (Free Cash); and the sum of \$683,500 be transferred from the Capital Stabilization Fund.

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Extrication Tools – “Jaws of Life”	\$92,500	Fire and EMS
Pick-Up Truck	\$55,000	Highway
Brush Mower/Field Mower	\$70,000	Highway
IT Infrastructure	\$40,000	Town Facilities
Municipal Building Repairs	\$ 25,000	Town Facilities
Police Station HVAC	\$ 65,000	Town Facilities
Baler/Maintenance	\$ 25,000	Transfer Station
Carpeting	\$ 50,000	Library
Property Improvements	\$ 50,000	Park Department
Police Cruisers	\$134,000	Police Department
Police Pick-Up Truck	\$ 77,000	Police Department
Electronic Control Devices – “Tasers”	\$ 12,673	Police Department
Golf Carts	\$ 25,553	Country Club
Greens Equipment - Ventrac	\$ 10,918	Country Club
Greens Equipment – Hauler Pro X	\$ 20,000	Country Club
Greens Equipment – Truckster XD	\$ 13,500	Country Club
Ventrac Attachments	\$ 18,000	Country Club
Greens Equipment – Greens Mower	\$ 10,000	Country Club
HVAC	\$ 23,000	Country Club
Building Repairs & Painting	\$ 20,000	Country Club
Function Hall Bathroom Repairs	\$ 10,000	Country Club
Retaining Walls	\$ 15,000	Country Club
Total	\$862,144	

**Quantum of Town Meeting Vote: 2/3s Majority**

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**Article 7: Transfer to Cover MNHG Obligations**

**Mover: Peter Cunningham**

**MOTION:** I move that Two Hundred Sixty-Three Thousand Four Hundred Twenty-Four Dollars (\$263,424) be transferred from the Groton Dunstable Regional School District Capital Stabilization Fund, to be expended by the Town Manager in Fiscal Year 2024, for the purpose of paying the Town of Groton's obligations to the Minuteman Nashoba Health Group, said funds to be used to pay the Town's run out claims for self-insured Active plans and self-insured Medicare plans

**Quantum of Town Meeting Vote: 2/3s Majority**

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**Article 8: Revoke Cable Enterprise Fund in Fiscal Year 2025**

**Mover: Matt Pisani**

**MOTION:** I move to revoke the provisions of Chapter 44, §53F½ of the Massachusetts General Laws, ceasing the Community Cable Department as an enterprise fund effective in Fiscal Year 2025.

**Quantum of Town Meeting Vote: Majority**

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**Article 9: Accept Receipts Reserved for Appropriation Fund**

**Mover: Matt Pisani**

**MOTION:** I move to accept Massachusetts General Laws, Chapter 44, §53F¾, to establish a special revenue fund known as the Cable Department Receipts Reserved for Appropriation Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, said fund to begin operation for Fiscal Year 2025.

**Quantum of Town Meeting Vote: Majority**

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**Article 10: Funding for Destination Groton Committee**

**Mover: Rebecca Pine**

**MOTION:** I move that Fifteen Thousand Dollars (\$15,000) be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager in Fiscal Year 2025 and thereafter, for the purpose of providing funding for the Destination Groton Committee to carry out the Charge of the Committee and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**Article 11: Funding for Sustainability Commission**

**Mover: Rebecca Pine**

**MOTION:** I move that Nine Thousand Six Hundred Dollars (\$9,600) be transferred from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of providing funding for the Sustainability Commission to carry out the Charge of the Committee and all cost associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**Article 12: Community Preservation Funding Accounts**

**Mover: Bruce Easom**

**MOTION:** I move that the following sums be appropriated from the Community Preservation Fund and allocated to the following sub accounts:

CPC Operating Expenses:	\$ 27,500
Open Space Reserve:	\$106,250
Historic Resource Reserve:	\$106,250
Community Housing Reserve:	\$106,250
Unallocated Reserve:	\$716,250

**Quantum of Town Meeting Vote: Majority**

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**Article 13: Community Preservation Funding Recommendations – Fiscal Year 2024**

**MOTION: Sustainable Groton Funding**

**Mover: Phil Francisco**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Three Thousand Six Hundred Dollars (\$3,600) be appropriated from the Fiscal Year 2024 Community Preservation Fund Open Space Reserve to fund Community Preservation Application 2025-04 “Sustainable Groton Funding” as described in Article 13 of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**CONSENT MOTION #3 - CPA Funding Recommendations**

I move that the Town take affirmative action on Motion 1 through Motion 11, under Article 14, as recommended by the Community Preservation Committee, and as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided however that if any voter requests the right to debate a specific motion, then said motion shall be debated and voted upon separately.

**Quantum of Town Meeting Vote: Majority**

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**MOTION 1: Conservation Fund – FY 2025 - \$400,000**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Thousand Dollars (\$100,000) be appropriated from the Community Preservation Fund Open Space Reserve and Three Hundred Thousand Dollars (\$300,000) be appropriated from the Community Preservation Fund Unallocated Reserve for a total of \$400,000, to fund Community Preservation Application 2025-01 “Conservation Fund – FY 2025”, as described in Article 14.A of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 2: Cow Pond Play Fields - \$30,000**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Thirty Thousand Dollars (\$30,000) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2025-02 “Cow Pond Play Fields”, as described in Article 14.B of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 3: Milestone Markers Restoration - \$8,950**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Eight Thousand Nine Hundred Fifty Dollars (\$8,950) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-03 “Milestone Markers Restoration”, as described in Article 14.C of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 4: Prescott School Building Assessment - \$100,000**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that One Hundred Thousand Dollars (\$100,000) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-05 “Prescott School Building Assessment”, as described in Article 14.D of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 5: Outdoor Fitness Court -\$237,500**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Two Hundred Thirty-Seven Thousand Dollars (\$237,000) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2025-06 “Outdoor Fitness Court”, as described in Article 14.E of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 6: SRRT – Phase II Permitting - \$30,000**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Thirty Thousand Dollars (\$30,000) be appropriated from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2025-07 “SRRT – Phase II Permitting”, as described in Article 14.F of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 7: Bancroft Castle Preservation Study - \$16,240**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Sixteen Thousand Two Hundred Forty Dollars (\$16,240) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-08 “Bancroft Castle Preservation Application 2025-08 “Bancroft Castle Preservation Study”, as described in Article 14.G of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 8: Property Security, Safety and Preservation - \$69,600**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Sixty-Nine Thousand Six Hundred Dollars (\$69,600) be appropriated from the Community Preservation Fund Historic Reserve to fund Community Preservation Application 2025-09 "Property Security, Safety and Preservation", as described in Article 14.H of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 9: 2023-2024 Housing Funding Request - \$400,000**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Four Hundred Thousand Dollars (\$400,000) be appropriated from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2025-10 "2023-2024 Housing Fund Request", as described in Article 14.I of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 10: Housing Coordinator – FY 2025 - \$62,660**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Sixty-Two Thousand Sixty Hundred Sixty Dollars (\$62,660) be appropriated from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2025-11 "Housing Coordinator – FY 2025", as described in Article 14.J of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**MOTION 11: Tools and Equipment for Building Trails - \$12,195**

I move, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, that Five Thousand Dollars (\$5,000) be appropriated from the Community Preservation Fund Open Space Reserve and Seven Thousand One Hundred Ninety-Five Dollars (\$7,195) be appropriated from the Community Preservation Fund Unallocated Reserve for a total of \$12,195, to fund Community Preservation Application 2025-12 "Tools and Equipment for Building Trails", as described in Article 14.K of the Warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**Article 15: Extend Center Sewer District**

**Mover: James Gmeiner**

**MOTION:** I move to extend the "Groton Center Sewer District" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors' Map 115, Lot 25-0 (6 Fairway Drive) but only for the exclusive use of 6 Fairway Drive, and its successors or assigns, and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise.

**Quantum of Town Meeting Vote: Majority**

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**Article 16: Extend Four Corner Sewer District**

**Mover: James Gmeiner**

**MOTION:** I move to extend the "Four Corners Sewer District", as established by the vote under Article 12 of the 2015 Spring Town Meeting, to include the property shown on Assessors' Map 133, Lot 49-0 (797 Boston Road) but only for the exclusive use of 797 Boston Road, and its successors or assigns, and provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise.

**Quantum of Town Meeting Vote: Majority**

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**Article 17: Citizens' Petition**

**Mover: Guy Alberghini**

**MOTION:** I move to no longer use electronic voting and instead revert back to voice and voter card count at Town Meetings.

**Quantum of Town Meeting Vote: Majority**

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**Article 18: Citizens' Petition**

**Mover: James Barisano**

**MOTION:** I move to accept Massachusetts General Laws, Chapter 90, Section 17C, thereby authorizing the Select Board to establish a speed limit of 25 miles per hour on any roadway inside a thickly settled or business district in the town on any way that is not a state highway.

**Quantum of Town Meeting Vote: Majority**

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**CONSENT MOTION #4 – Articles 19 through 28**

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to combine for consideration Articles 19, 20, 21, 22, 23, 24, 25, 26, 27 and 28 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles as set forth in the motions in the Town Meeting Information Handout, without debate and in accordance with the action proposed under each motion, provided, however, that if any voter, prior to the taking of the vote, requests the right to debate a specific article, then said article shall be removed from this motion and acted upon in the ordinary course of business.

**Quantum of Town Meeting Vote: Majority**  
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**Article 19: Transfer within the Water Enterprise Fund**

**MOTION:** I move that Article 19 be indefinitely postponed.

**Quantum of Town Meeting Vote: Majority**  
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**Article 20: Transfer Within the Center Sewer Enterprise Fund**

**MOTION:** I move that Fifty-Two Thousand Five Hundred Dollars (\$52,500) be transferred from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2024 Center Sewer Enterprise Department Budget for general expenses.

**Quantum of Town Meeting Vote: Majority**  
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**Article 21: Transfer Within the Four Corners Sewer Enterprise Fund**

**MOTION:** I move that Twenty Thousand Dollars (\$20,000) be transferred from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2024 Four Corners Sewer Enterprise Department Budget for general expenses.

**Quantum of Town Meeting Vote: Majority**  
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**Article 22: Transfer Within Cable Enterprise Fund**

**MOTION:** I move that Twenty Thousand Dollars (\$20,000) be transferred from the Cable Enterprise Fund Surplus to the Fiscal Year 2024 Cable Enterprise Department Budget for general expenses.

**Quantum of Town Meeting Vote:** Majority

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**Article 23: Prior Year Bills**

**MOTION:** I move that Article 23 be indefinitely postponed.

**Quantum of Town Meeting Vote:** Majority

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**Article 24: Current Year Line-Item Transfers**

**MOTION:** I move that the Town vote to transfer sums of money within the Fiscal Year 2024 Town Operating Budget, being the sums of money identified in the “**Transfer funds from**” line items designated below, said sums to be transferred to the various line items in the “**Transfer funds to**” categories designated below, the total amount to be transferred being \$81,675.

**Transfer funds from:**

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1601 – Council on Aging Wages	\$57,000
3010 – Health Insurance	\$24,675
Total	\$81,675

**Transfer funds to:**

<u>Line Item</u>	<u>Amount Transferred To</u>
1131 – Town Clerk Wages	\$ 450
1140 – Elections & Board of Registrars Stipend	\$ 3,600
1141 – Elections & Board of Registrars Expenses	\$ 5,125
1180 – Postage/Town Hall Expenses	\$ 5,500
1600 – Council on Aging Salaries	\$57,000
3012 – Employee Benefits – Medicare/Social Security	\$10,000
Total	\$81,675

**Quantum of Town Meeting Vote:** Majority

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**Article 25:     Appropriate Money to Offset the Snow and Ice Deficit**

**MOTION:**     I move that Seventy-Five Thousand Dollars (\$75,000) be appropriated from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2024 Snow and Ice Budget, as approved under Article 5 of the 2023 Spring Town Meeting.

**Quantum of Town Meeting Vote:**     **Majority**

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**Article 26:     Debt Service for Middle School Track – Fiscal Year 2024**

**MOTION:**     I move, pursuant to Chapter 44B, Section 5, of the Massachusetts General Laws, that Twenty Thousand Dollars (\$20,000) be appropriated from the Fiscal Year 2024 Community Preservation Fund Open Space Reserve and One Hundred Twenty-Four Thousand Five Hundred Ninety Dollars (\$124,590) be appropriated from the Fiscal Year 2024 Community Preservation Fund Unallocated Reserve for a total of \$144,590 to pay for debt service for Fiscal Year 2024 for the Middle School Track Project, as authorized under Article 9 of the April 30, 2022 Spring Town Meeting.

**Quantum of Town Meeting Vote:**     **Majority**

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**Article 27:     Debt Service for Middle School Track – Fiscal Year 2025**

**MOTION:**     I move that the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of Two Hundred Thirty-Five Thousand Seventy-Two Dollars (\$235,072) from the Community Preservation Fund Unallocated Reserve to fund the debt service for Fiscal Year 2025 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting and Article 9 of the April 30, 2022 Spring Town Meeting.

**Quantum of Town Meeting Vote:**     **Majority**

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**Article 28: Establishing Limits for the Various Revolving Funds**

**MOTION:** I move, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to set the FY 2025 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2025 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Council on Aging Program Fund	\$40,000
Boat Excise Tax Fund	\$ 5,000
Transfer Station Glass	\$20,000
Senior Center Fitness Equipment	\$10,000

**Quantum of Town Meeting Vote: Majority**

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**PROPOSED BUDGET AMENDMENTS  
ARTICLE 5  
2024 SPRING TOWN MEETING**

**MOTION 1: Groton Dunstable Regional School District**

**Motion A:** I move to amend the Groton Dunstable Regional School District appropriation under Motion A by reducing the proposed appropriation by \$886,774 from \$28,954,794 to \$28,068,020. To make this reduction, I move to reduce Line Item 1410 – Operating Expenses from \$28,509,638 to \$27,622,864.

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**MOTION 2: General Government**

**Motion:** I move to amend General Government by reducing the proposed appropriation by \$34,054 from \$2,478,370 to \$2,444,316. To make this reduction, I move to reduce Line Items 1024 and 1062 as follows:

1024 – Select Board Minor Capital from \$24,054 to \$0  
1062 – Board of Assessors Expenses from \$47,032 to \$37,032

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**MOTION 4: Protection of Persons and Properties**

**Motion:** I move to amend Protection of Persons and Properties by reducing the proposed appropriation by \$237,150 from \$4,515,079 to \$4,277,929. To make this reduction, I move to reduce Line Items 1301 and 1311 as follows:

1301 – Police Department Wages from \$2,222,071 to \$2,074,921  
1311 – Fire Department Wages from \$1,160,261 to \$1,070,261

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**MOTION 6: Department of Public Works**

**Motion:** I move to amend Department of Public Works by reducing the proposed appropriation by \$107,522 from \$2,389,516 to \$2,281,994. To make this reduction, I move to reduce Line Items 1501 and 1560 as follows:

1501 – Highway Wages from \$753,789 to \$653,789  
1560 – Park Department Wages from \$17,922 to \$10,400

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#### **MOTION 7: Library and Citizens' Services**

**Motion:** I move to amend Library and Citizens' Services by reducing the proposed appropriation by \$100,900 from \$2,192,957 to \$2,092,057. To make this reduction, I move to reduce Line Items 1661, 1682 and 1691 as follows:

1661 – Library Wages from \$355,706 to \$280,706

1682 – Water Safety Property Maintenance and Improvements from \$10,900 to \$0

1691 – Weed Management Expenses: Weed Harvester from \$22,000 to \$7,000

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#### **MOTION 9: Employee Benefits**

**Motion:** I move to amend Employee Benefits by reducing the proposed appropriation by \$126,556 from \$5,174,990 to 5,048,434. To make this reduction, I move to reduce Line Items 3010 and 3012 as follows:

3010 – Health Insurance/Employee Expenses from \$2,161,151 to \$2,044,595

3012 – Medicare/Social Security from \$157,000 to 147,000

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**SELECT BOARD MEETING MINUTES  
MONDAY, MARCH 11, 2024  
UN-APPROVED**

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

**Also Present:** Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Melisa Doig, Human Resource Director; Patricia Dufresne, Town Accountant; Dawn Dunbar, Town Clerk; Nandi Munson, Acting Council on Aging Director; Nicole Sarvela, Council on Aging Director Candidate; Patricia DuFresne, Assistant Director of Finance/Town Accountant; Hannah Moller, Treasurer/Tax Collector; Brian Edmonds, Park Commission Candidate

**Park Commissioners Present:** Brendan Mahoney, Chair; Anna Eliot, Vice Chair; Mary Jennings

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

**ANNOUNCEMENTS**

Ms. Pine explained that during the March 4<sup>th</sup> Select Board meeting, there was a Public Hearing for an On-Premise Retail Liquor License for Craft Beer Armory Brewing, LLC. The proposed location was 195C Main Street. She said many members of the Select Board expressed support for the applicant's proposed project but also raised concerns about the location. Mr. Schaffer has formally withdrawn his permit application for that specific location and is potentially looking for a different location.

Mr. Cunningham shared that he participated in an MMA webinar on Property Tax Relief for Elders. The webinar focused on solutions implemented in certain communities and explained some available local options. Mr. Cunningham said the Assessors are exploring these options with the hope of providing relief in the future. He said it was a great webinar.

**PUBLIC COMMENT PERIOD**

Sustainability Committee member Mr. Phil Francisco announced upcoming events they would be hosting. On Wednesday, March 13, there will be a Managing Stormwater and Snow Removal seminar. On April 3rd, there will be a session on Sustainable Food Choices. Also, on May 19th, the Sustainability Commission will host an EV (electric vehicle) and hybrid Petting Zoo. This event will take place at GrotonFest and the Groton Inn, where fourteen different models and hybrid choices will be available for visitors to learn about and ask their owners questions.

**TOWN MANAGER'S REPORT**

- 1. Consider Ratifying the Town Manager's Appointment of Nicole Sarvela as the Council on Aging Director.**

Applicant Ms. Nicole Sarvela was in attendance.

Mr. Haddad informed the Board that the Search Committee for the Council on Aging Director has successfully completed their task. The Search Committee, which consisted of Mr. Haddad, Select Board Member John Reilly, Council on Aging Member Michelle Collette, Human Resource Director Melisa Doig, Executive Assistant Kara Cruikshank, and Acting COA Director Nandi Munson, received a total of 33 resumes for the position. After a thorough review of all the candidates and conducting interviews, the committee agreed that Ms. Sarvela was the best fit for the position. Ms. Sarvela is currently the

Assistant COA Director for the Town of Littleton. The Council on Aging unanimously recommended that Mr. Haddad appoint Ms. Sarvela, and the Department Heads supported her appointment. Mr. Haddad respectfully requested that the Select Board consider ratifying his appointment. A copy of Ms. Sarvela's resume was enclosed with the Town Manager's Report to the Board.

Mr. Cunningham welcomed Ms. Sarvela. He explained that a few years back, Ms. Sarvela was one of the finalists during a Director Search when he was on the Council on Aging. However, her life took her in a different direction. He said a lot is happening at the Center with great staff, and he was happy to see her return. Mr. Reilly said our seniors are not like the others, but they are unique in a good way. He complimented Ms. Sarvela on a great interview. Mr. Haddad said Ms. Sarvela's research on the town and the minutes she read before the interview were impressive.

*Ms. Manugian made a motion to ratify the Town Manager's Appointment of Nicole Sarvela as the Council on Aging Director, effective April 8, 2024. Mr. Pisani seconded the motion. The vote carried unanimously.*

## **2. FY 2025 Budget Update.**

The second Budget Forum was held on Wednesday, March 6<sup>th</sup>, at the Center. Mr. Haddad was very pleased with the attendance and the outcome of the Forum. He said that like the one in Dunstable, residents were respectful and asked excellent questions. He explained that the next steps in the process were Town Meeting, which is scheduled for March 26<sup>th</sup>, followed by the Override Election on April 2, 2024. Mr. Haddad said he believed the Select Board, Finance Committee, Groton Dunstable Regional School District Committee, the Town's Finance Team, and the GDRSD Administration had done an excellent job of providing information on the reasons and importance of the Override Request and its impact on the FY 2025 Budget. He said they had provided more information to the Residents on the Budget than they ever have provided in the past. He said regardless of the outcome of the Override, they did their level best to ensure the Residents had all the information necessary to make an informed decision and had no regrets.

Mr. Haddad mentioned an issue that he wanted to comment on and meant to bring up at the Forum. He spoke about the potential impact of the override on the town's Bond Rating and how it may negatively impact the remaining borrowing of around \$25 million for the Florence Roche Elementary School project. The town has been making every possible effort to maintain its AAA Bond Rating since 2014 and has taken all necessary measures to do so. Mr. Haddad highlighted some of the strengths of the Ratings Review conducted by S&P in February. He expressed concern that if the Town needs to make major reductions to the budget and does not continue to focus on long-term planning, it may receive a negative outlook from S&P and a downgrade in the Bond Rating. This could result in a higher interest rate and the possibility of not receiving a premium when they permanently finance the remaining funds for the Florence Roche Elementary School Construction project. He wants the residents to understand that a higher interest rate would result in a major tax increase to pay for the excluded debt, which is raised outside the tax levy limit. Mr. Haddad expressed his concern about the issue and stated that he has been working hard to maintain the town's AAA Bond Rating to benefit residents and taxpayers. Mr. Cunningham asked how often S&P conducts a Bond Rating. Mr. Haddad explained that they have been meeting regularly with Wall Street due to the town's frequent borrowing. Treasurer/Tax Collector Ms.

Hannah Moller added that the frequency of Bond Ratings depended on the amount of money the town borrows. She said Bonds have been a significant source of funding for the town. They want to ensure that lenders know the town's strong financial position. Mr. Haddad said that was very important.

Mr. Haddad explained to the Board that the motions for Town Meeting were complete, and the Warrant will be sent to the Printer on Tuesday, March 12th, and mailed to homes.

**3. Update on Select Board Meeting Schedule Through the 2024 Spring Town Meeting**

Monday, March 18, 2024	No Meeting
Monday, March 25, 2024	Regularly Scheduled Meeting
Monday, March 26, 2024	2024 Spring Town Meeting
Monday, April 1, 2024	Regularly Scheduled Meeting
Tuesday, April 2, 2024	Special Election to Consider an Override of Proposition 2 1/2
Monday, April 8, 2024	Regularly Scheduled Meeting (HYBRID)
Monday, April 15, 2024	No Meeting- Patriots Day Holiday
Monday, April 22, 2024	Regularly Scheduled Meeting
Tuesday, April 23, 2024	2024 Annual Town Election

**ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION**

**1. Approve and Issue the Ballot Question Booklet for the April 2, 2024 Special Town Election.**

A copy of the Ballot Question Booklet for the April 2, 2024, Special Town Election was provided to the Board for review. Mr. Haddad and Town Clerk Dawn Dunbar worked collaboratively on the Ballot Question Booklet, which was reviewed and approved by Town Counsel. Mr. Haddad explained that he asked a few members of the Select Board to write the yes argument, and opponent Paul Fitzgerald wrote the no argument. Mr. Cunningham inquired about including the names of argument writers in the Booklet. Mr. Haddad said they had never done so in previous years, and Town Counsel stated that it was not required. The Board decided to omit the names from the Booklet. Mr. Haddad respectfully requested that the Board accept the Ballot Booklet and vote to authorize its issuance.

*Ms. Pine made a motion to approve and issue the Ballot Question Booklet for the April 2, 2024, Special Town Election. Ms. Manugian seconded the motion. The motion carried unanimously.*

Mr. Haddad said he would ask the Town Clerk to include the sample ballot in the Booklet. The Ballot Booklet will be sent to the printer this week and mailed to households the week of March 17<sup>th</sup>.

**2. Consider Approving a One-Day All Alcoholic Beverages License for the Groton Business Association for GrotonFest to be held on Legion Common on Saturday, September 28, 2024, from 10:00 a.m. to 4:00 p.m.**

*Ms. Pine made a motion to approve a One-Day All Alcoholic Beverage License for the Groton Business Association to be held at Legion Common on Saturday, September 28, 2024, from 10:00 a.m.- 4:00 p.m., for tasting and the sale of alcohol. Mr. Pisani seconded the motion. The motion carried unanimously.*

3. **Consider Approving a Wine and Malt License for the Groton Business Association for the Monthly Association Meeting to be held at the Groton History Center on Wednesday, April 17, 2024, from 5:00 p.m. to 7:00 p.m.**

*Ms. Pine made a motion to approve a One-Day Wine and Malt Beverage License for the Groton Business Association for the monthly association meeting to be held at the Groton History Center on Wednesday, April 17, 2024, from 5:00 p.m. to 7:00 p.m. Mr. Reilly seconded the motion. The motion carried unanimously.*

4. **Consider Approving a Wine and Malt License for the Groton Business Association for the Monthly Association Meeting to be held at Anytime Fitness on Wednesday, May 15, 2024, from 5:00 p.m. to 7:00 p.m.**

*Ms. Pine made a motion to approve a One-Day Wine and Malt License for the Groton Business Association to be held at Anytime Fitness on Saturday, September 28, 2024, from 5:00 p.m.- 7:00 p.m. Mr. Reilly seconded the motion. The motion carried unanimously.*

5. **Consider Approving the Massachusetts Department of Fish and Game's Request to Purchase Land in Groton.**

Mr. Haddad explained that the Department of Fish and Game (DFG) wanted to purchase a conservation restriction (CR) on two tracks of land in Groton. The Board Members received letters intended to serve as written notice of DFG's interest in acquiring these restrictions. Mr. Haddad explained that Track No. 2024-1-15 was owned by the Groton Conservation Trust, and Track No. 2024-1-14 was owned by NEFF's Wharton Plantation. Mr. Haddad asked the Select Board if they wanted to send letters of support for these restriction purposes, which the Conservation Commission had already done. Ms. Pine said that she was in favor of this and noted that the conservation restriction was another layer of protection against the land being developed. If there were some circumstances where the Trust lost ownership, then it would be developable if there wasn't a CR on it. Mr. Cunningham said he was inclined to agree but was worried about whether the Department of Fish and Game would place a restriction on the NEFF property and whether they would still permit horseback riding and non-motorized bicycle use on the trails located on this property. Mr. Cunningham suggested separating the properties and taking action on only Track No. 2024-1-15. He was not opposed to the CR, but he would like to receive more information on the NEFF transfer. Ms. Pine asked Mr. Haddad if there was any time urgency regarding this. He said he didn't have an answer to this question but could find out. Mr. Pisani said he echoed Mr. Cunningham's concerns. Groton resident Anna Eliot concurred with Mr. Pisani and Mr. Cunningham's opinions. The Board considered writing a letter of support for Track 2024-1-15, but they requested Mr. Haddad to find out if there would be any restrictions on Track No. 2024-1-14, which NEFF owns. The Board agreed to revisit the matter concerning Track No. 2024-1-14 on March 25, 2024.

*Ms. Pine made a motion to write a Letter of Support to the Department of Fish and Game for Track No. 2024-1-15, owned by the Conservation Trust. Mr. Reilly seconded the motion. The motion carried unanimously.*

**6:15 P.M. IN JOINT SESSION WITH THE PARK COMMISSION- CONSIDER APPOINTING BRIAN EDMONDS TO THE PARK COMMISSION TO FILL A VACANCY UNTIL THE 2024 ANNUAL TOWN ELECTION**

Park Commissioners Mr. Brenden Mahoney, Ms. Anna Eliot, Ms. Mary Jennings, and Park Commission candidate Mr. Brian Edmonds were in attendance.

The Select Board met in a joint session with the Park Commission to fill a Vacancy caused by the resignation of Gail Chalmers. This appointment would be until the April 23, 2024, Annual Town Election. Mr. Haddad said Mr. Edmonds was taking out nomination papers, and the Park Commission voted unanimously to recommend his appointment. Mr. Edmonds thanked the Select Board and members of the Park Commission for having him. Mr. Cunningham asked Mr. Edmonds to explain why he was interested in joining the Park Commission and give a background of his interests. Mr. Edmonds shared that he was raised in Pepperell and had a strong interest in public service. He mentioned that he was the youngest School Committee Member in the state when he became a North Middlesex School Committee member at 19 years old. He later became an attorney with a desire to give back to the community. Mr. Mahoney expressed his confidence in Mr. Edmonds' ability to vote objectively on all items, and Ms. Elliott agreed. Mr. Edmonds has been actively involved in community work for the past few months. Ms. Jennings praised Mr. Edmonds for his collaborative approach, and Mr. Pisani said he appreciated his willingness to volunteer. Therefore, it was suggested that his name be placed in nomination for the vacancy on the Park Commission.

*Mr. Cunningham made a motion to place Mr. Edmonds's name in nomination for the Park Commission vacancy through the 2024 Spring Election. Mr. Pisani seconded the motion. Roll Call: Eliot-aye; Mahoney-aye; Jennings-aye; Pine-aye; Manugian-aye; Reilly-aye; Cunningham-aye; Pisani aye.*

#### **OTHER BUSINESS**

**Pursuant to the Charter, Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next 30 Days.**

*Ms. Pine made a motion to authorize the Town Manager and the Select Board Chair to sign Warrants for the next 30 days. Ms. Manugian seconded the motion. The motion carried unanimously.*

#### **ON-GOING ISSUES**

No Updates

#### **SELECT BOARD LIASON REPORTS**

**Public Comment Period #2**

None

#### **Approval of Minutes from March 4 and 6th, 2024**

*Mr. Pisani made a motion to approve the minutes of the regularly scheduled meeting of March 4, 2024. Ms. Pine seconded the motion. The motion carried unanimously.*

*Mr. Reilly made a motion to approve the minutes of the Budget Forum on March 6<sup>th</sup>, 2024. Ms. Pine seconded the motion. The motion carried unanimously.*

The meeting was adjourned at 6:45 p.m. Respectively submitted by Kara Cruikshank, Executive Assistant to the Town Manager.