

SELECT BOARD MEETING MINUTES
MONDAY, JULY 13, 2026
APPROVED

Select Board Members Present: Peter Cunningham, Chair; Becky Pine, Vice Chair; Nick Degaitas Jr., Clerk; John Reilly; Matt Pisani;

Finance Committee Members Present: Bud Robertson, Chair; David Manugian, Scott Whitefield, Mary Linskey, Kristina Lengyel;

School Committee Members Present: An Hee Foley; Rosanna Casavecchia and Justin Owens;

Also Present: Mark Haddad, Town Manager; Kara Cruikshank, Executive Assistant to the Town Manager; Patrica DuFresne, Assistant Director of Finance/Town Accountant; Fire Chief Arthur Cheeks; Cassidy Dallas and Rebecca Weksner (virtually present), Groton Dunstable Regional School Committee Candidates;

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

ANNOUNCEMENTS

Ms. Pine said the Destination Groton Committee is sponsoring a Speaking Event: “Groton’s Legacy at Bunker Hill and Beyond”. The event will begin at 12:00 PM on Sunday, July 19, 2026, at Lawrence Academy’s Richardson-Mees Performing Arts Center.

Mr. Pisani gave kudos to the Commemorations and Celebrations Committee for the wonderful Annual Fireworks event and also recognized Mr. Donald Black’s efforts in cleaning up the fields the following day.

PUBLIC COMMENT PERIOD

Mr. Cunningham said moving forward he would like to offer residents at home the opportunity to comment via Zoom during the public commenting period. Ms. Pine wanted to clarify that the Board members can not respond during the public commenting period.

TOWN MANAGER’S REPORT

1. Update from The Fire Department Staffing Working Group.

Fire Chief Arthur Cheeks attended the meeting alongside the Town Manager to provide an update on the Fire Staffing Working Group. Mr. Haddad explained that several meetings have taken place and that Consultant Jack Parrow has been hired to collect data on the Fire Department’s operations. Mr. Parrow’s role is to compile and analyze this information and prepare a final Report for presentation to the Select Board and Finance Committee. Consultant Guilfoil Associates has also been hired to share the information with the public. Chief Cheeks noted that Mr. Parrow has completed a few months of data collection and reiterated that the purpose of the study is to improve the effectiveness of the Fire Department. Mutual Aid volumes for both fire and EMS have been analyzed. Chief Cheeks said they will continue to collect data through August, using a total of thirty-five data points. He said they are seeing approximately a 9% increase in Fire and EMS calls compared with this time last year, and the numbers continue to grow. Mr. Haddad would like to hold a public hearing once the Report is complete. He said that, at the end of the day, the public will have a lot of data to review (see the included information provided by Chief Cheeks).

6:15 p.m.- In Joint Session with the Groton Contingent of the Groton Dunstable Regional School District Committee-Interview and Consider Appointing an Individual to the Groton Dunstable Regional School District Committee Until the 2027 Annual Election.

Members of the Groton Contingent of the Groton Dunstable Regional School Committee, An Hee Foley, Rosanna Casavecchia, and Justin Owens, attended the joint session with the Select Board to interview candidates for a vacancy on the GDRSD Committee. The position will be filled until the Annual Town Election in 2027. Mr. Haddad explained that, in accordance with the Board's policy, the position was advertised and that two applications were received: Rebecca Weksner and Cassidy Dallas. Rebecca Weksner attended virtually, while Cassidy Dallas attended in person.

The Select Board asked candidates Cassidy Dallas and Rebecca Weksner to speak about their background. Both candidates provided information about themselves and explained their interest in joining the School Committee, as well as their involvement with the school. They gave an overview of their professional backgrounds and skill sets. The Select Board and School Committee Members questioned the candidates about their knowledge of budgeting and what they could contribute to strengthen the committee. Ms. Pine expressed her appreciation for both candidates and hoped that the candidate not elected this evening would remain involved. Mr. Cunningham thought both candidates were well-informed about what was going on and echoed Ms. Pine's comments. After a thoughtful interview with both well-qualified candidates, Mr. Cunningham entertained a nomination:

Mr. Cunningham nominated Rebecca Weksner to fill the vacancy on the School Committee until the 2027 Annual Election. Mr. Degaitas seconded the motion.

The Groton Dunstable Regional School Committee

Roll Call: Foley-aye; Casavecchia-aye; Owens-aye

The Groton Select Board

Roll Call: Pisani-aye; Reilly-aye; Cunningham-aye; Degaitas-aye; Pine-aye

Rebecca Weksner was unanimously appointed to the Groton-Dunstable Regional School Committee until the 2027 Annual Town Election. The Select Board thanked Cassidy Dallas for their time.

2. Update from the Town Manager on Town Manager/Town Administrator Budget Working Group.

The Town Manager/Town Administrator's Budget Working Group held its first meeting last week. Mr. Haddad explained who the Working Group representatives are. He thought it was a good kickoff meeting, with time spent reviewing projections for FY 2028. Mr. Haddad provided the Board with Groton's FY 2028 Preliminary Summary (summary attached). He believes that FY 2028 will be a very difficult year financially for the towns of Groton and Dunstable and the Groton Dunstable Regional School District Committee. He explained that they started the process early to conduct a lot of research. He said they have a lot of work to do and will include updates to the agenda. They

are not looking at major budget increases, except for funding the Patriot RECC (communications budget). He also emphasized that State aid isn't keeping up with the cost of inflation.

7:00 p.m. In Joint Session with the Finance Committee Review and Consider Approving Line-Item Transfers for Fiscal Year 2026

Mr. Haddad wanted to ensure that there was a quorum for the Finance Committee meeting that evening regarding the line-item transfers. He reached out to Town Counsel and the Town Clerk since the vacancy left by Mary Linskey had not yet been filled. Ms. Linskey's term continues until the vacancy is filled. To ensure a quorum, Patricia DuFresne contacted Mary Linskey to ask her to attend the meeting. Mr. Haddad then thanked Ms. Linskey for her years of service to the Finance Committee.

Mr. Robertson called the Finance Committee to order.

Finance Committee Members Bud Robertson, Chair; David Manugian; Scott Whitefield; Mary Linskey; and Kristina Lengyel were present. Ms. Patricia DuFresne, the Town Accountant/Assistant Finance Director, was also present. At the end of the fiscal year, the Select Board and Finance Committee conduct Line-Item Transfers to address shortfalls in the municipal budget. This is a redistribution of funding within the budget. Mr. Haddad provided the Board with the proposed line-item transfers for year-end 2026. Ms. DuFresne walked the Board through the line-item transfers as shown in the memo provided to the Board. She explained that an additional projected deficit of \$57,184 has been added to support accounts (see the attached Proposed Line-Item Transfers for Year-End 2026).

Ms. DuFresne reported that the total final transfer in the operating budget for year-end 2026 is \$309,808. She hopes to transfer most of the funds from health insurance and the remainder from other line items within the same function of government. Ms. DuFresne said that the health insurance opt-out has been very helpful. Mr. Robertson explained that this is a typical year for expenses. Ms. Pine emphasized that the departments are still living within their budgets.

Finance Committee

On behalf of the Finance Committee, Mr. Manugian moved to approve the Line-item transfers for the FY26 budget as presented that evening. Mr. Robertson seconded the motion. The motion carried unanimously.

Select Board

On behalf of the Select Board, Ms. Pine made a motion to approve the line-item transfers as presented. Mr. Pisani seconded the motion. The motion carried unanimously.

The Select Board recessed at 7:15 PM for a Finance Committee appointment meeting. The Select Board reconvened at 8:06 PM.

3. Update on Select Board Schedule through Labor Day.

Monday, July 20, 2026-

No Meeting

Monday, July 27, 2026-	Regularly Scheduled Meeting
Monday, August 3, 2026-	No Meeting (Kara Vacation)
Monday, August 10, 2026-	No Meeting (Mark's Vacation)
Monday, August 17, 2026-	Review First Draft of the Fall Town Meeting Warrant
Monday, August 24, 2026-	No Meeting
Monday, August 31, 2026-	Public Hearing on the Fall Town Meeting Warrant
Monday, September 7, 2026-	No Meeting (Labor Day)
Monday, September 14, 2026-	Issue the Warrant for the Fall Town Meeting

ITEMS FOR SELECT BOARD CONSIDERATION AND APPROVAL

1. Call for and Open the Warrant for the 2026 Fall Town Meeting.

Mr. Haddad said it is that time of year for the Select Board to call for the 2026 Fall Town Meeting. He explained that the default date for the meeting is the third Monday in October (this year, October 19th). Mr. Haddad stated that due to early voting for the 2026 State Election, the Town Clerk has requested that the Select Board choose an earlier date for the meeting. The Bylaw allows the Board to choose an alternative date in September, October, or November, provided at least six weeks' notice is given to residents. Based on all of this, he recommended calling for the Fall Town Meeting on Saturday, October 3rd, beginning at 9:00 a.m. Mr. Haddad reviewed a proposed timeline for the meeting with the Board (see attached). He also respectfully requested that the Warrant be closed on Thursday, August 13, 2026.

Ms. Pine made a motion to call for the 2026 Fall Town Meeting to be held on Saturday, October 3, 2026, at 9:00 a.m. Mr. Pisani seconded the motion. The motion carried unanimously.

Ms. Pine made a motion to open the warrant for the Fall Town Meeting on Monday, July 13, 2026, and to close the warrant on Thursday, August 13, 2026, at the end of the business. Mr. Reilly seconded the motion. The motion carried unanimously.

2. Review and Consider Approving FY2027 Select Board Goals.

Mr. Haddad expressed his gratitude to the Select Board Members for sharing their draft goals, which he consolidated into six. Ms. Pine agreed with all the goals but requested additional time to review them before approving, as she felt some adjustments were needed. Mr. Haddad welcomed meeting with Ms. Pine to discuss the goals further and then return with their final recommendations to the Board (see included draft Goals with these minutes).

3. Consider Approving a One-Day Wine and Malt Beverage License for the Friends of Prescott Paint and Sip Event to be held on Saturday, August 1, 2026, from 4:00 pm. to 6:00 p.m.

Mr. Pisani made a motion to approve a One Day Wine and Malt Beverage License for the Friends of Prescott Paint and Sip Event to be held on Saturday, August 1, 2026, from 4:00 pm. to 6:00 p.m. Mr. Degaitas seconded the motion. The motion carried unanimously.

OTHER BUSINESS

Authorize the Town Manager and One Member of the Select Board to Sign Warrants for the Next Thirty Days.

Ms. Pine made a motion to authorize the Town Manager and one member of the Select Board to sign the Warrants for the next 30 days. Mr. Pisani seconded the motion. The motion carried unanimously.

On-Going Issues

- A. PFAS Issue – The federal government was reviewing the Town's procurement process for the next phase of the PFAS project to secure the \$1 million federal earmark. Mr. Haddad was pleased to report that the federal government will not require the Town to rebid the project because the procurement meets all necessary requirements.
- B. UMass Satellite Emergency Facility – None
- B. Fire Department Staffing – None
- C. Main Street Study – None
- D. Flock Cameras-None

SELECT BOARD LIASON REPORTS

None

Approval of the Regularly Scheduled Meeting of June 29, 2026

Ms. Pine made a motion to approve the regularly scheduled minutes of June 29, 2026. Mr. Pisani seconded the motion. The motion carried unanimously.

The Select Board adjourned at 8:21 p.m.

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

Mark Haddad

From: Art Cheeks <acheeks@grotonma.gov>
Sent: Tuesday, July 7, 2026 7:14 AM
To: Mark Haddad
Subject: 1st six months of 2026
Attachments: 2026 Six Month Incident Breakdown Data.xlsx; 6 mo. incident ct. by month.png; 6 Mo. Incident ct. by time of day.png; 6 mo. incident ct. by day of week.png

Mark,

For packet...

Attached you will find the 2026 six-month incident data totals. The data set is extracted from our electronic record keeping platform (ESO). It once again shows a consistent increase in requests for service. With this I have added the total number of medical calls in which we were not the primary transports this in turn accounts for a \$49,653.00 loss in ambulance receipt revenue not including the fees obtained for mileage for the first 6 months of 2026.

That accounts for 36 incidents where we were not the primary transport. At current rate of call volume, it ends up being an approximate \$100K loss over the year

I have also attached data representing incidents by month, time of day, and day of the week.

Includes both Fire and EMS

Overlapping Fire Incidents Worksheet

Oldest Date	1/1/2026
Newest Date	6/30/2026
Overlapping Incidents	343
Total Incidents	1032
Percent of Calls Overlapping	33%

EMS only Overlapping calls



Overlapping EHR Incidents Worksheet

Oldest Date	1/1/2026
Newest Date	6/30/2026
Overlapping Incidents	249
Total Incidents	703
Percent of Calls Overlapping	35%

Below is a breakdown of the percentage of times in which we were able to fill the 4th person on a shift. To explain this a bit more, For the study part of our charge was to upstaff to achieve 4 FF/EMTs per group (4 groups) per shift. This would allow us the ability to deploy the 2nd ambulance in the event of overlapping EMS calls as well as provide an initial fire response of 4 Firefighters.

The left column is broken down by two-week pay period. If we look at the pay period of 3.22-4.4, out a total of 28 available shifts (4th person – 2wks pay period =14 days = shift broken down into a 10hr. day shift followed by a 14hr. night shift. Gives us 28 total shifts.) 7 of those shifts were filled, 21 unfilled giving us a 25% success rate.

Sheet	Filled	Unfilled	Total	Completion %
7.12-7.25	0	28	28	0.0%
6.28-7.11	12	16	28	42.9%
6.14-6.30	15	13	28	53.6%
5.31-6.13	17	11	28	60.7%
5.17-5.30	12	16	28	42.9%
5.3-5.16	10	18	28	35.7%
4.19-5.2	13	15	28	46.4%
4.5-4.18	3	25	28	10.7%
3.22-4.4	7	21	28	25.0%

Pride, Service, & Dedication

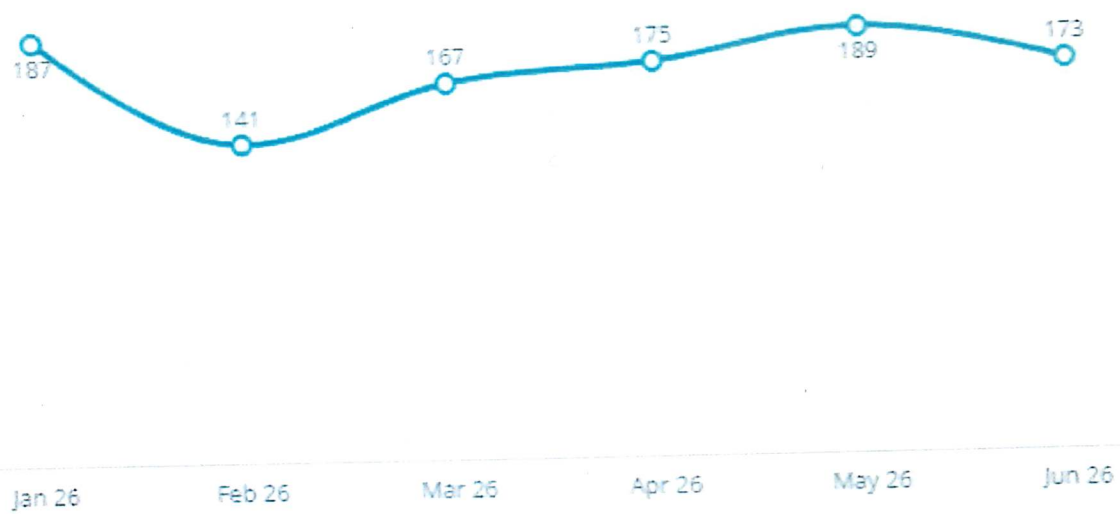


Art Cheeks
Fire Chief
Groton Fire Department
45 Farmers Row
Groton, MA 01450

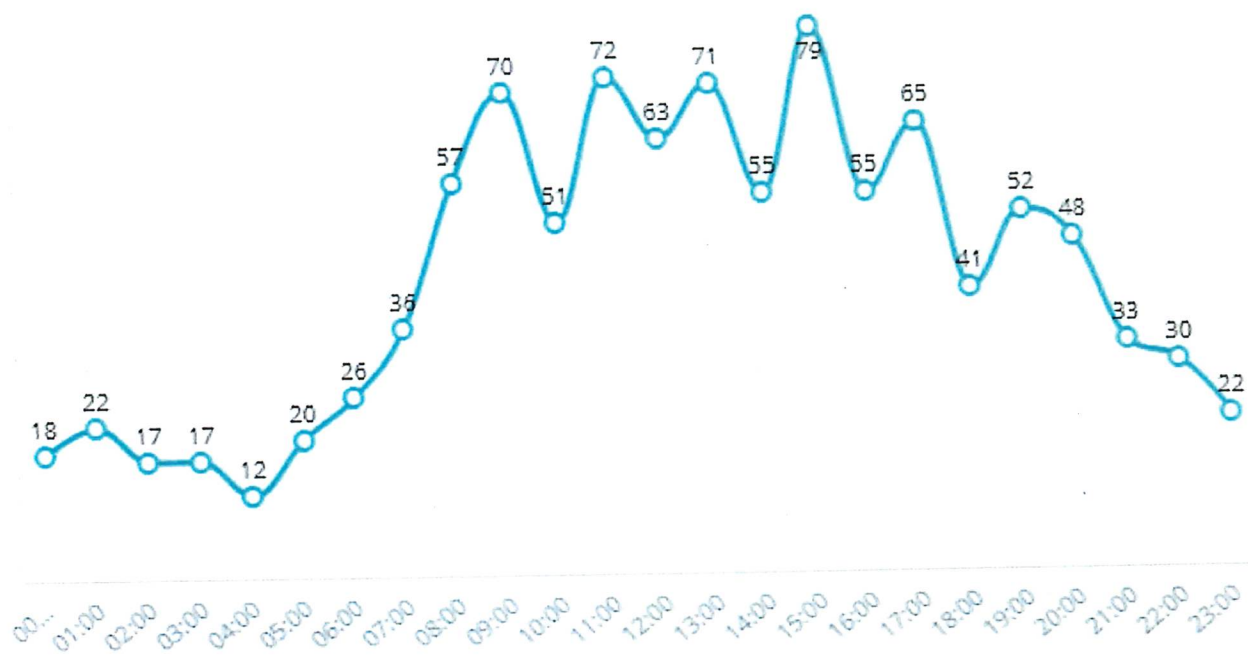
Primary Incident Type Category	Primary Incident Type Subcategory	Primary Incident Type	Count of Incidents
Fire	Outside fire	Other outside fire	2.0
Fire	Outside fire	Wildfire - urban interface	3.0
Fire	Outside fire	Wildfire - wildland	7.0
Fire	Outside fire Total		12.0
Fire	Structure fire	Chimney fire	1.0
Fire	Structure fire	Confined cooking / appliance fire	1.0
Fire	Structure fire	Room and contents fire	2.0
Fire	Structure fire	Structural involvement	6.0
Fire	Structure fire Total		10.0
Fire Total			22.0
Hazsit	Hazard non chemical	Electrical hazard / short circuit	4.0
Hazsit	Hazard non chemical	Electrical power line down / arching / malfunction	9.0
Hazsit	Hazard non chemical	Motor vehicle collision	12.0
Hazsit	Hazard non chemical Total		25.0
Hazsit	Hazardous materials	Carbon monoxide release	1.0
Hazsit	Hazardous materials	Fuel spill / fuel odor	2.0
Hazsit	Hazardous materials	Gas leak / gas odor	16.0
Hazsit	Hazardous materials	Hazardous material release (Chemical from transportation)	1.0
Hazsit	Hazardous materials Total		20.0
Hazsit	Investigation	Odor Investigation	8.0
Hazsit	Investigation	Smoke investigation	19.0
Hazsit	Investigation Total		27.0
Hazsit Total			72.0
Lawenforce	Law enforcement support	Law enforcement support	1.0
Medical	Illness	Abdominal pain / problems	24.0
Medical	Illness	Allergic reaction / stings	10.0
Medical	Illness	Altered mental status	21.0
Medical	Illness	Back pain (non-trauma)	17.0
Medical	Illness	Breathing problems	69.0
Medical	Illness	Cardiac arrest	9.0
Medical	Illness	Chest pain (non-trauma)	39.0
Medical	Illness	Convulsions / seizures	15.0
Medical	Illness	Diabetic problems	11.0
Medical	Illness	Headache	2.0
Medical	Illness	Heart problems	3.0
Medical	Illness	Nausea / Vomiting	7.0
Medical	Illness	No appropriate choice (medical response)	55.0
Medical	Illness	Overdose	2.0
Medical	Illness	Pregnancy / childbirth	3.0
Medical	Illness	Psychological / behavior issues	16.0
Medical	Illness	Sick case	93.0
Medical	Illness	Stroke / CVA	9.0
Medical	Illness	Unconscious victim	12.0
Medical	Illness	Unknown problem (medical)	21.0
Medical	Illness	Well person check	5.0
Medical	Illness Total		443.0
Medical	Injury trauma	Animal bites	1.0
Medical	Injury trauma	Assault	1.0
Medical	Injury trauma	Burns / explosion	1.0
Medical	Injury trauma	Choking	1.0
Medical	Injury trauma	Eye trauma	1.0
Medical	Injury trauma	Fall	116.0
Medical	Injury trauma	Gunshot wound	1.0
Medical	Injury trauma	Heat / cold exposure	1.0
Medical	Injury trauma	Hemorrhage / laceration	5.0
Medical	Injury trauma	Motor vehicle collision	63.0
Medical	Injury trauma	Other traumatic injury	10.0
Medical	Injury trauma	Poisoning	1.0
Medical	Injury trauma Total		202.0
Medical	Medical other	Airmedical transport	1.0
Medical	Medical other	Medical alarm	11.0
Medical	Medical other	Standby request (medical)	3.0
Medical	Medical other Total		15.0
Medical Total			660.0

Noemerg	Cancelled	Cancelled	11.0
Noemerg	False alarm	Accidental alarm	21.0
Noemerg	False alarm	Intentional false alarm	5.0
Noemerg	False alarm	Malfunctioning alarm	32.0
Noemerg	False alarm	Other false call	12.0
Noemerg	False alarm Total		70.0
Noemerg	Good intent	Investigate hazardous release (Nothing found)	1.0
Noemerg	Good intent	No incident found upon arrival / location error	2.0
Noemerg	Good intent	Smoke from non-hostile source (Smoke scare)	1.0
Noemerg	Good intent Total		4.0
Noemerg Total			85.0
Pubserv	Alarms non medical	CO alarm	14.0
Pubserv	Alarms non medical	Fire / smoke alarm	50.0
Pubserv	Alarms non medical	Gas alarm	1.0
Pubserv	Alarms non medical	Other Alarm	16.0
Pubserv	Alarms non medical Total		81.0
Pubserv	Citizen assist	Citizen assist / service call	37.0
Pubserv	Citizen assist	Lift assist	19.0
Pubserv	Citizen assist	Person in distress	1.0
Pubserv	Citizen assist Total		57.0
Pubserv	Disaster weather	Damage assessment	2.0
Pubserv	Public service other	Standby (public service)	5.0
Pubserv Total			145.0
Rescue	Structure rescue	Elevator / escalator rescue	1.0
Rescue	Transportation rescue	Aviation standby	1.0
Rescue	Transportation rescue	Motor vehicle collision extrication / entrapment	2.0
Rescue	Transportation rescue Total		3.0
Rescue	Water rescue	Person in water (Standing water / lake)	1.0
Rescue Total			5.0
N\A	N\A	N\A	53.0
Grand Total			1,043.0

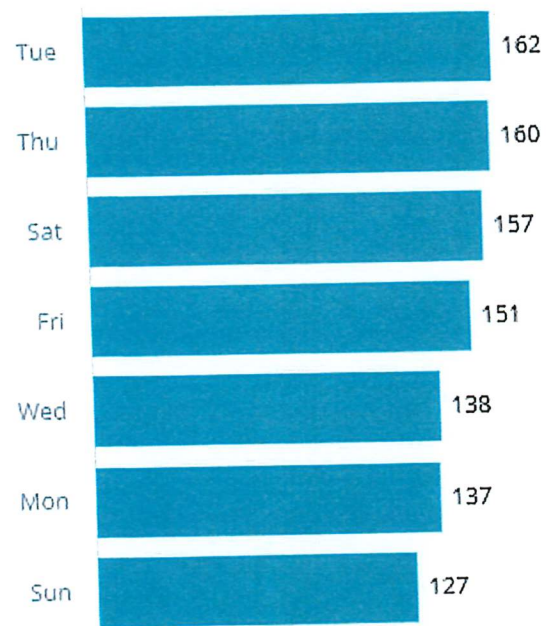
Incident Count By Month (This Year)



Incident Count by Hour of Day



Incident Count by Day of Week



PROPOSED LINE ITEM TRANSFERS FOR YEAR END 2026

Ledger Number	Transfers TO (Line Items Projecting a Deficit)		Request as of 6/11/2026	Adj. & New	Final Transfer Totals	Notes	Function Total
	Account						
5400	124 Town Mgr Expenses	5,600				11,935 Survey for Easement/Libx/Wreaths	
5115	141 Assessors Salaries	11,822			6,338	11,822 VBB	
5120	135 Accounting Wages	3,856				3,856 Mid Year wage to sal adj	
5400	145 Treasurer/Collector Expenses	3,000				3,000 QDS Data Extraction	
5220	151 Town Counsel	25,000				800 June Mirick Invoice	
5303	156 Postage Expense					700 Mailing Activity	
5120	161 Town Clerk Wages	\$685				\$0 Election OT	
5400	171 Conservation Commission	\$300				\$900 Groton Herald Invoices	41,250 Gen Govt
5115	210 Police Salaries	\$2,191				\$1,710 VBB/Longevity	
5120	241 Building Insp Wages	\$5,200				\$5,200 Xtra Local Inspector hours	
5115	242 Mechanical Inspector Salaries	\$1,220				\$7,905 Inspectional Activity	
5400	242 Mechanical Inspector Expenses	\$525				\$891 mileage	
5400	244 Sealer of Weights & Measures	\$78				\$78 State Contract	
5400	291 Civil Defense	\$4,000				\$4,000 Hazard Mitigation Plan	
5400	292 Dog Officer	\$429				\$429 Renegotiation of salary	\$11,339 PPP
5115	420 Highway Salaries	\$11,000				\$11,000 HI Opt Out not budgeted	
5490	423 Snow & Ice	\$1,921				\$1,921 Winter Storm Activity	
5471	430 Tipping Fees	\$8,360				\$16,500 Disposal Activity	\$29,421 DPW
5120	542 COA Van Wages	\$6,568				\$6,395 HI Opt out/VBB Retirements	\$7,000 Citizen Svc
5120	610 Library Wages	\$30,000				\$34,500 Programming	
5120	640 Country Club Wages	\$57,000				\$100,000 CC Function Hall Bathrooms	\$140,895 Culture/Rec
5400	913 Unemployment Compensation	\$5,000				\$15,752 Unemployment Claims	
5173	915 Town Share Medicare	\$159				\$10,000 Payroll Activity	\$25,752 Benefits
5002-4990	5002 Old Ayr Rd Betterments	\$3,841				\$5,000 Final Debt Payment	
6000-5120	6000 Center Sewer Enterprise	\$427				\$4,000 Sewer Ent Vote	
6040-5120	6040 4 Corners Sewer	\$39,000				\$300 4 Corners Ent Vote	
6100-5120	6100 Water Enterprise Wages	\$5,500				\$39,111 Mid Year wage adj	
6500-5120	6500 Stormwater					\$9,500 Stormwater Ent Stipend	\$54,111 Enterprise
TOTAL PROJECTED DEFICITS (ESTIMATED)			\$252,624	\$57,184	\$309,808		\$309,808
Transfers FROM (Line Items with Projected Surplus)							
5120	141 Assessor Wages	-\$6,778				-\$6,778	
5115	145 Treasury Salaries	-\$15,000				-\$15,000	
5115	161 Town Clerk Salaries	-\$8,000				-\$8,000	
5451	193 Insurance Deductible Reserve	-\$10,000				-\$10,000	
5120	210 Police Wages	-\$2,191				-\$2,191	
5115	241 Bldg Inspector Salaries	-\$2,600				-\$2,600	
5120	420 Highway Wages	-\$23,000				-\$23,000	
5400	430 Solid Waste General Expenses	-\$3,200				-\$3,200	
5120	541 COA Wages	-\$8,495				-\$8,495	
5115	610 Library Salaries	-\$125,652				-\$125,652	
5925	752 Interest on Short Term Debt	-\$3,841				-\$3,841	
6000-5400	6000 Center Sewer General Expenses	-\$427				-\$427	
6040-5400	6040 4 Corners General Expenses	-\$22,000				-\$22,000	
6100-5115	6100 Water Department Salaries	-\$17,000				-\$17,000	
6100-5400	6100 Water Enterprise General Expenses	-\$15,873				-\$15,873	
6100-5925	6100 Water Enterprise Interest on Notes	-\$5,500				-\$5,500	
6500-5400	6500 Stormwater General Expense	-\$309,808				-\$309,808	
TOTAL SURPLUS FUNDS (ESTIMATED)			-\$252,624	-\$57,184	-\$309,808		-\$309,808
Net Transfer			\$0	\$0	\$0		\$0

Town of Groton

Fiscal Year 2028 Preliminary Summary

FOR DISCUSSION PURPOSES ONLY - ESTIMATE

<u>Category</u>	<u>FY 2028</u>
Unexpended Levy Capacity	\$ 37,714
Anticipated FY 2028 Levy Increase (\$15 Million in New Growth)	\$ 1,254,629
Anticipated FY 2028 Local Receipts Increase	\$ -
Anticipated FY 2028 State Aid Increase (2.5% Estimated Increase)	\$ 31,690
 Available New Revenue for Fiscal Year 2028	 \$ 1,324,033
 Initial Set Aside for Municipal Budget (40%)	 \$ 529,613
 Initial Set Aside for GDRSD Operational Assessment (60%)	 \$ 794,420
 Anticipated Increase in GDRSD Assessment (9.24% Increase)	 \$ 2,721,757
 <u>Anticipated Increases in Municipal Budget</u>	
Salaries/Wages - All Union Contracts Call for 3% COLA	\$ 293,877
Pension - (Estimated Increase of 6.54%)	\$ 183,698
Health Insurance - (Estimated Increase of 10%)	\$ 184,578
Anticipated Increase Patriot RECC - Communications Budget	\$ 180,000
Anticipated Increase in Nashoba Tech (2½% Increase)	\$ 23,490
 Total	 \$ 865,643
 Anticipated FY 2027 Preliminary Surplus(Deficit)	 \$ (2,263,367)



TOWN OF GROTON

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

Select Board

Peter S. Cunningham, *Chair*
Rebecca H. Pine, *Vice Chair*
Nicholas J. Degaitas, Jr., *Clerk*
John F. Reilly, *Member*
Matthew F. Pisani, *Member*

Town Manager
Mark W. Haddad

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

From: *Mark W. Haddad, Town Manager*

Subject: *Fall Town Meeting- October 3, 2026*

Date: *July 14, 2026*

Please be advised that at the regularly scheduled meeting of the Select Board held on Monday, July 13, 2026, the Board voted to call for and open the Warrant for the 2026 Fall Town Meeting. The Meeting will be on Saturday, October 3, 2026. The Warrant will close at the close of business on Thursday, August 13, 2026.

All articles should be submitted in writing to the Select Board as soon as possible to allow for as much time for legal and financial review. All articles should be submitted with a written summary. These summaries will be included in the Fall Town Meeting Warrant so they must be submitted with the proposed Article. The following is the timeline:

Monday, July 13, 2026 -	Warrant for 2026 Fall Town Meeting Opens
Thursday, August 13, 2026 -	Warrant for 2026 Fall Town Meeting Closes
Monday, August 17, 2026 -	Select Board conducts first review of Articles
Monday, August 31, 2026 -	SB - FINCOM Public Hearing on Articles
Monday, September 14, 2026 -	Select Board Finalizes and Issues the Warrant
Friday, September 18, 2026 -	Post Warrant
Saturday, October 3, 2026 -	2026 Fall Town Meeting

As has been the case in the past, please plan on attending any meeting of the Select Board in which they review an article you have submitted. I will provide all Departments, Boards, Committees and Commissions with a schedule once it is developed.

Thank you for your attention to this matter. Please feel free to contact me with any additional questions or concerns.

MWH/rjb

cc: Select Board
Grace Bannasch - Town Clerk
Jason Kauppi - Town Moderator
Brian Falk - Town Counsel

FISCAL YEAR 2027

GOALS OF THE GROTON SELECT BOARD

Governance, Technology & Data Policy

Select Board Member Assigned:

Establish, appoint members to, and adopt a formal charge for a committee tasked with evaluating and recommending Town policies governing the responsible use of emerging technologies, including:

- Artificial Intelligence (AI) in municipal government;
- License Plate Reader (LPR) technology;
- Municipal surveillance and security camera systems;
- Data-gathering technologies used by the Town;
- The collection, storage, protection, retention, sharing, and disposal of data generated through these technologies;
- Standards for evaluating technology vendors and ensuring that companies contracted by the Town meet appropriate privacy, cybersecurity, transparency, and data governance expectations.

The committee shall develop recommendations that balance operational efficiency, public safety, innovation, transparency, cybersecurity, privacy, civil liberties, and public trust to ensure residents remain confident in the Town's use of technology.

Budget Priorities & State Funding

Select Board Member Assigned:

Continue active and sustained collaboration with the Town's state legislative delegation and regional partners to:

- Increase unrestricted local aid and education funding for the Town of Groton and the Groton-Dunstable Regional School District beginning in FY28;
- Advocate for permanent improvements to the Commonwealth's municipal and educational funding formulas;
- Restore previously eliminated positions within the Police Department, Department of Public Works, and Groton-Dunstable Regional School District;
- Support expanded staffing within the Fire Department to meet growing service demands;
- Identify sustainable funding strategies to maintain and enhance essential municipal services while minimizing the local tax burden.

Town Manager Succession Planning

Select Board Member Assigned:

During the second half of FY27, begin planning for the anticipated transition to a new Town Manager in November 2027 to ensure organizational stability and continuity of leadership by:

- Developing a comprehensive recruitment timeline;
- Reviewing and updating the Town Manager job description and desired qualifications;
- Establishing a transparent and inclusive recruitment and selection process;
- Developing a transition plan that ensures continuity of municipal operations and services.

Economic Development

Select Board Member Assigned:

Work collaboratively with Town boards, committees, property owners, businesses, developers, and community stakeholders to strengthen Groton's economic future by:

- Supporting the long-term vision of the Destination Groton initiative;
- Encouraging economic development that reflects Groton's historic character and community values;
- Identifying opportunities to expand the commercial tax base and generate sustainable municipal revenue;
- Supporting redevelopment projects that enhance downtown vitality while preserving its unique identity;
- Advancing planning efforts that encourage responsible business growth and appropriate residential development;
- Exploring opportunities for additional 55+ residential communities and working toward initiating at least one new development proposal within the next one to two years.

Public Communication & Civic Engagement

Select Board Member Assigned:

Develop and implement a comprehensive communications strategy that improves transparency, public engagement, and awareness of Town government by:

- Increasing communication regarding Select Board initiatives, major Town projects, and policy decisions;
- Highlighting the accomplishments of Town boards, committees, commissions, and departments;
- Expanding and modernizing the Town's social media presence to better engage residents;
- Enhancing the Town website, newsletters, videos, and other communication platforms to improve accessibility and information sharing;
- Increasing public awareness of available property tax relief, senior tax work-off (TREAD), and other financial assistance programs;
- Developing a coordinated outreach and awareness campaign to significantly increase participation at Annual and Special Town Meetings, with the goal of achieving voter turnout exceeding 10% of registered voters.

Transportation & Traffic Safety

Select Board Member Assigned:

Using the recommendations from the recent Main Street traffic studies, work collaboratively with the appropriate boards, committees, MassDOT, and regional partners to improve traffic safety, mobility, and pedestrian access by:

- Implementing at least three recommendations identified in the completed traffic studies;
- Striping and clearly defining on-street parking spaces where appropriate;
- Advancing planning and engineering for one or more roundabouts at key intersections;
- Continuing efforts to install a traffic signal at the intersection of Routes 40 and 119;
- Advancing the next phase of planning and design improvements for the Route 40/Broadmeadow Road intersection;
- Pursuing additional engineering, pedestrian safety, and traffic-calming improvements identified through ongoing transportation planning efforts.