



TOWN OF GROTON

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Select Board

Alison S. Manugian, *Chair*
Joshua A. Degen, *Vice Chair*
John F. Reilly, *Clerk*
John R. Giger, *Member*
Rebecca H. Pine, *Member*

Town Manager
Mark W. Haddad

To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Report*

Date: *July 15, 2019*

1. Please note that this week's meeting will commence at 6:30 p.m. with an Executive Session for the Board to review, approve and consider the release of various executive session minutes. Enclosed with this report is a summary for the Board's review. We can discuss this in more detail at Monday's Executive Session. The regular meeting will begin at 7:00 p.m. In addition to the Town Manager's Report and an update on the on-going issues list, there is one item on Monday's Agenda. Select Board Member John Giger has drafted a proposed bylaw for inclusion on the Fall Town Meeting Warrant to promote reusable check-out bags and ban single-use plastic check-out bags. His proposed draft bylaw is enclosed with this report.
2. I would respectfully request that the Board consider calling for and opening the Warrant for the 2019 Fall Town Meeting. According to our Bylaws, the Fall Town Meeting is traditionally held on the third Monday of October, unless the Select Board chooses another date. After consultation with the Town Clerk and Town Moderator, I am recommending that the Board call for the Meeting to be held on Monday, October 21, 2019. The Warrant would open on July 16th and close on August 29th. Enclosed with this report is a memorandum setting the schedule for the Meeting. We can discuss this in more detail at Monday's meeting.
3. Enclosed with this report is a list of proposed line item transfers to close out the Fiscal Year 2019 Municipal Operating Budget. Under the Municipal Modernization Act, the Select Board and Finance Committee need to approve these transfers. The Finance Committee will be in attendance at Monday's meeting to review the proposed transfers with the Board.
4. I am extremely pleased to report that for the first time since the Town took over the management and control of the Groton Country Club, we have closed out the fiscal year with a surplus. Fiscal Year 2019 was a very successful year. When we closed the books for FY 2019, the Club generated a surplus of \$48,291. We had developed a three-year plan to eliminate tax payer subsidy for the operation of the Club, including all hard and soft costs (soft costs include wages in operating the budget, building costs, unemployment, insurance, payroll taxes, etc.). We came very close last year, but some unanticipated capital expenses required additional taxpayer subsidy in FY 2018. We assured the Select Board and Finance Committee last year that Fiscal Year 2019 would be different; and it was. Shawn Campbell drastically reduced the rates at the Club in an effort to increase memberships and use of the facilities. The following chart shows a comparison between memberships in FY 2018 and FY 2019:

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	<u>2018 Memberships</u>	<u>2019 Memberships</u>
Full (Pool and Golf)	12	13
Golf Only	60	104
Pool Only	54	270
Total Memberships (Single and Family)	126	387
Total Members	415	1,328*

*(820 or 61% Groton Residents)

As you can see, reducing the membership fees has allowed us to almost quadruple the numbers of members at the Club. This allowed us to more than cover the operating cost of the Club. The following chart shows the original budget versus actual:

<i>Item</i>	<u>FY19 Budget</u>	<u>FY19 Actual</u>
<i>Country Club Salaries</i>	\$143,285	\$150,373
<i>Country Club Wages</i>	\$112,481	\$119,626
<i>Country Club Expenses</i>	\$149,540	\$150,837
<i>Capital Purchases</i>	\$28,100	\$19,473
<i>Wages in Operating Budget</i>	\$12,296	\$5,067
<i>Health Insurance</i>	\$28,208	\$20,745
<i>Payroll Taxes</i>	\$3,708	\$3,985
<i>Liability Insurance</i>	\$16,375	\$20,043
<i>Building Costs</i>	\$4,000	\$23,655
<i>Unemployment</i>	\$8,000	\$0
<i>Subtotal Expenses</i>	\$505,993	\$513,804
<i>Less Revenue</i>	\$512,202	\$562,095
<i>Taxpayer Surplus/(Subsidy)</i>	<u>\$6,209</u>	<u>\$48,291</u>

I look forward to reviewing this in more detail with the Board at Monday's meeting.

- At your last meeting the Board inquired about the status of the State installing a lighted crosswalk sign on Route 119 at the Middle School. Tom Delaney has informed me that they will not install a lighted sign, but there are typical crosswalk signs installed. Tom is requesting that they repaint the actual crosswalks. We can discuss this further at Monday's meeting.

MWH/rjb
enclosures