

# 2011 FALL TOWN MEETING



# PACKET

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**FALL TOWN MEETING  
MOTIONS  
OCTOBER 17, 2011**

**ARTICLE 1: PRIOR YEAR BILLS**

**Mover: George Dillon**

**MOTION:** I move that the Town vote to transfer from the Water Enterprise Excess and Deficiency Fund the following sums of money for the payment of the following bills of a prior fiscal year:

R. J. Lacombe Septic Service	\$3,060
Massachusetts Water Works Association	\$ 120

for a total of \$3,180.00

**Quantum of Town Meeting Vote: 4/5's Majority**

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**ARTICLE 2: AMEND FY 2012 OPERATING BUDGET**

**Mover: George Dillon**

**MOTION:** I move that the Town vote to amend the Fiscal Year 2012 Operating Budget, as adopted under Article 5 of the April 25, 2010 Spring Town Meeting, as follows, each line item to be considered as a separate appropriation for the purposes voted:

**GENERAL GOVERNMENT:** By increasing the General Government Appropriation from \$1,572,840 to \$1,603,840 so as to increase Line Item 1022 – “Board of Selectmen Expenses” by \$6,000, from \$1,859 to \$7,859 and Line Item 1050 “Town Accountant Salaries” by \$25,000 from \$72,000 to \$97,000.

**PROTECTION OF PERSONS & PROPERTY:** By increasing the Protection of Persons and Property Appropriation from \$2,657,966 to \$2,661,603 so as to increase Line Item 1310 – “Fire Department Salaries” by \$3,637 from \$97,763 to \$101,400.

**DEPARTMENT OF PUBLIC WORKS:** By increasing the Department of Public Works Appropriation from \$1,894,629 to \$1,900,510 so as to increase Line Item 1502 - “Highway Department Expenses” by \$4,100 from \$138,200 to \$142,300 and Line Item 1540 – “Municipal Building and Property Maintenance Wages” by \$1,781 from \$72,126 to \$73,907.

**LIBRARY AND CITIZEN SERVICES:** By increasing the Library and Citizen Services Appropriation from \$1,529,841 to \$1,567,475 so as to increase Line Item 1600 – “Council on Aging Wages” by \$1,913 from \$111,014 to \$112,927 and Line Item 1622 - “Veteran’s Service Officer Veteran’s Benefits” by \$33,200 from \$15,000 to \$48,200 and Line Item 1661 “Library Wages” by \$2,521 from \$297,569 to \$300,090.

And to transfer the sum of \$78,152 from the Excess and Deficiency Fund (Free Cash) to fund said increases;

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 3: CAPITAL STABILIZATION FUND**

**Mover: George Dillon**

**MOTION:** I move that the Town vote to transfer the sum of \$300,000 from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Capital Stabilization Fund.

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

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**ARTICLE 4: STABILIZATION FUND**

**Mover: George Dillon**

**MOTION A:** I move that the Town vote to transfer the sum of \$0 from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Stabilization Fund.

**MOTION B:** I move that Article 4 be indefinitely postponed.

**Quantum of Town Meeting Vote: Majority (to indefinitely postpone)**

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**ARTICLE 5: OFFSET THE TAX RATE**

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to transfer the sum of \$200,000 from the Excess and Deficiency Fund (Free Cash) for the purpose of affecting the tax rate for the period beginning July 1, 2011.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 6: WAGE & CLASS. SCHEDULE/NEW POSITION      Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to amend the Fiscal Year 2012 Town of Groton Wage and Classification schedule by adding the position of IT Desktop Support Specialist at Grade 5; and to amend the Fiscal Year 2012 Town Operating Budget by creating a new line item numbered 1102, entitled "Wages," in the Informational Technology Department portion of the Budget; and to transfer the sum of \$11,000 from the Excess and Deficiency Fund (Free Cash) to fund said position in Fiscal Year 2012.

**Quantum of Town Meeting Vote:    Majority**

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**ARTICLE 7: SQUANNACOOK RIVER DAM REPAIR      Mover: George Dillon**

**MOTION:** I move that the Town vote to transfer the sum of \$25,000 from the Excess and Deficiency Fund (Free Cash) to perform needed repairs to the Squannacook River Dam located in West Groton, and all costs associated and related thereto.

**Quantum of Town Meeting Vote:    Majority**

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**ARTICLE 8: HAZEL GROVE EXHIBITION HALL      Mover: Joshua Degen**

**MOTION A:** I move that the Town vote to transfer the sum of \$0 from the Excess and Deficiency Fund (Free Cash) for the purpose of dismantling and removing the Exhibition Hall located at Hazel Grove Park in such a manner as to preserve the structure until funding can be obtained to perform the necessary repairs, and all costs associated and related thereto.

**MOTION B:** I move that Article 8 be indefinitely postponed.

**Quantum of Town Meeting Vote:    Majority**

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**ARTICLE 9: REPAIR SEPTIC SYSTEM/TARBELL SCHOOL      Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$35,000 from the Excess and Deficiency Fund (Free Cash) to repair the septic system for the Tarbell School Building located on Pepperell Road in West Groton, and all costs associated and related thereto.

**Quantum of Town Meeting Vote:    Majority**

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**ARTICLE 10: SALE OR LEASE OF TARBELL SCHOOL****Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer to the Board of Selectmen, for the purpose of sale, the property known as the Tarbell School and to authorize the Board of Selectmen to sell the property, being the 1.44 acre site located at 73 Pepperell Road, West Groton, Massachusetts, shown on Groton Assessors' Maps as Parcel 102-44, and the building thereon known as the Tarbell School, which comprises approximately 8,300 square feet, for a sum of not less than \$35,000, and to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said property, and to petition the General Court for any special legislation necessary to accomplish said sale.

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

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**ARTICLE 11: MOBILE COMPUTING EQUIPMENT****Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to transfer the sum of \$31,500 from the Excess and Deficiency Fund (Free Cash) to purchase computing equipment to be installed in the Town's ambulances and front line fire vehicles, and all related costs.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 12: RECORDS MANAGEMENT SYSTEM****Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer the sum of \$45,000 from the Excess and Deficiency Fund (Free Cash) to purchase a Records Management System for the Town Hall, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 13: IMPROVEMENTS TO THE EOC****Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to transfer the sum of \$30,000 from the Excess and Deficiency Fund (Free Cash) to make improvements to the Emergency Operations Center located at the Public Safety Building, including the purchasing of equipment and wiring of the building to accommodate these improvements, and all other costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 14: SUBMIT APPLICATION – WPAT**

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$10,000 from the Excess and Deficiency Fund (Free Cash) for the preparation and submission of an application to the Massachusetts Water Pollution Abatement Trust for a low interest loan to be used for the construction of sewer infrastructure in the Lost Lake Area, and to update the application to the USDA-Rural Utility Service for a low interest loan and grant package for design and construction of sewer infrastructure in the Lost Lake Area.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 15: ENGINEERING REVIEW – AYER SOLUTION**

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$40,000 from the Excess and Deficiency Fund (Free Cash) for an engineering review of transporting the wastewater generated in the Lost Lake Area to the Town of Ayer for treatment, including completion of the Comprehensive Wastewater Management Report, and submittal of an Environmental Notification Form to regulatory authorities.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 16: E.I.R. - LOST LAKE SEWER**

**Mover: Anna Eliot**

**MOTION:** I move that the sum of \$350,000 be appropriated for the purpose of financing the filing of an Environmental Impact Report with the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs, subject to approval by state regulators of an inter-basin transfer of water from the Lost Lake Area to the Ayer wastewater system, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen be authorized to borrow the sum of \$350,000 and issue bonds or notes of the Town therefor, pursuant to Massachusetts General Laws, Chapter 44, Section 7 and/or Chapter 29C of the General Laws, as amended; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as amended; that the Treasurer with the approval of the Selectmen be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C, as amended; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen be authorized to enter into a project regulatory agreement with the Department of Environmental Protection to expend all funds available for the project.

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

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**ARTICLE 17: SURVEY LOST LAKE/KNOPPS POND**

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to transfer the sum of \$1,250 from the Excess and Deficiency Fund (Free Cash) to conduct an aquatic biological survey of Lost Lake/Knopps Pond.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 18: PURCHASE ACCESS & UTILITY EASEMENT**

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to transfer the sum of \$25,000 from the Water Enterprise Excess and Deficiency Fund and authorize the Groton Water Department to expend said \$25,000 for the purpose of purchasing an Access and Utility Easement over and through property located at #402 Chicopee Row and shown on Groton Assessors' Maps as Parcel 231-85 for the proposed Unkety Brook Well Site.

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

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**ARTICLE 19: DESIGN GUIDELINES – TCOD**

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$15,000 from the Excess and Deficiency Fund (Free Cash) to fund the preparation of design guidelines for the redevelopment of the Town Center Overlay District, said guidelines to be prepared as part of the contract for the Comprehensive Master Plan Phase II Implementation.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 20: 26 ANTHONY DRIVE – TOWN SEWER**

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to extend the "Groton Center Sewer System", as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Groton Assessors' Maps as parcel 216-10, 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 – General Benefits Facility Charge, 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 21: 21 ARLINGTON STREET – TOWN SEWER**

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to extend the “Groton Center Sewer System”, as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Groton Assessors’ Maps as Parcel 110-10, 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 – General Benefits Facility Charge, 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 22: AMEND PERSONNEL BYLAW**

**Mover: George Dillon**

**MOTION:** I move that the Town vote to amend Chapter 48, “Personnel,” of the Code of the Town of Groton by deleting the current Chapter 48 in its entirety, and replacing it with a new Chapter 48, “Personnel”, a copy of which is on file in the Office of the Town Clerk.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 23: ACCEPT M.G.L. c. 140 §147A**

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to accept the provisions of Section 147A, Chapter 140 of Massachusetts General Laws to empower the Town to enact by-laws relative to the regulation of dogs.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 24: AMEND DOG CONTROL BYLAW**

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to amend Chapter 128, “Dogs,” of the Code of the Town of Groton by deleting the current Chapter 128 in its entirety, and replacing it with a new Chapter 128, “Dogs,” as set forth in Appendix A to the Warrant for the October 17, 2011 Fall Town Meeting, with the following exception: substitute the figure of \$300.00 for the figure of \$500.00 in paragraphs 4 and 5 of section 128-8.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 25: PILOT FOR SOLAR ENERGY GENERATORS      Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to negotiate and enter into a payment in lieu of taxes (PILOT) agreement or agreements for property within the Town on which solar electricity generation facilities are constructed, which PILOT agreement or agreements may grant reductions or exemptions from the level of taxes otherwise due, in amounts negotiated by the Board, and subject to such further vote of the Town as may be required by law; and to petition the General Court of the Commonwealth of Massachusetts for any special legislation necessary for such agreement or agreements.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 26: PURCHASE MAIN STREET PARCELS      Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to acquire from the Roman Catholic Archbishop of Boston, by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a fire station, the following three (3) parcels of land located on Main Street: (a) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 60, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 3649, Page 136, (b) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 61, described in a deed recorded with said Registry in Book 3119, Page 208, and (c) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 62, described in a deed recorded with said Registry in Book 10317, Page 127, containing 1 acre, more or less, in the aggregate, and to transfer from the Stabilization Fund the sum of \$200,000 and appropriate from Emergency Medical Services Receipts Reserved the sum of \$125,000, for a total of \$325,000 for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the acquisition of said parcels of land.

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

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**ARTICLE 27: DESIGN FUNDING - CENTER FIRE STATION      Mover: Joshua Degen**

**MOTION:** I move that the sum of \$500,000 be appropriated, to be expended by the Town Manager, for the purpose of hiring an architect and/or engineer, pursuant to the Designer Selection Guidelines adopted by the Board of Selectmen in December, 2010, for the design of a new Center Fire Station, and all costs associated and related thereto; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen be authorized to borrow the sum of \$500,000 and issue bonds or notes of the Town therefor, pursuant to Chapter 44, Section 7 of the General Laws as amended and supplemented, or any other enabling authority.

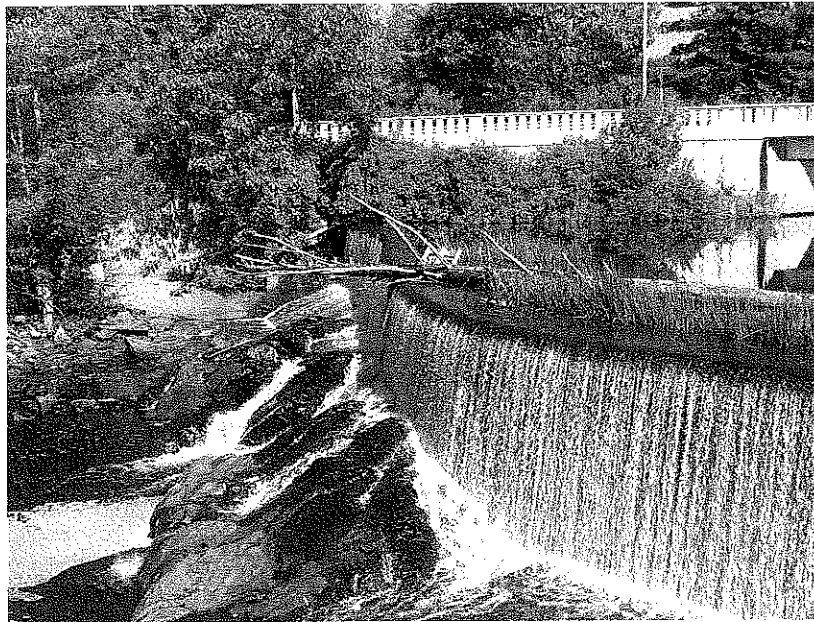
**Quantum of Town Meeting Vote: 2/3's Majority**

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# ARTICLE 7- SQUANNACOOK

## RIVER DAM REPAIR

### SQUANNACOOK RIVER DAM PHASE I INSPECTION / EVALUATION



<b>Dam Name:</b>	Squannacook River Dam
<b>State ID #:</b>	4-9-115-1
<b>NID ID#:</b>	MA00442
<b>Owner:</b>	Town of Groton
<b>Owner Type:</b>	Municipal
<b>Town:</b>	Groton
<b>Consultant:</b>	Haley & Aldrich, Inc.
<b>Date of Inspection:</b>	August 25, 2011

**HALEY &  
ALDRICH**

## Article 13

### Cost Estimate - Public Safety EOC Improvements

Number	Item	Quantity	Cost Each	Total	Explanation
1	Recessed monitor tables	4	\$ 393.00	\$ 1,572.00	These are tables that allow a monitor to be recessed and allow a computer or laptop to be connected to them.
2	Power/Ethernet for table	8	\$ 144.00	\$ 1,152.00	This allows power and connectivity (for radios, phones and/or computers to each workstation. The tables in Item #1 do not come with these built in.
3	Computer holder for table	4	\$ 104.00	\$ 416.00	This allows computers to be mounted on the tables so they aren't kicked over and are attached to the table.
4	Keyboard Tray	4	\$ 84.00	\$ 336.00	These are keyboard trays to keep the keyboard and mouse associated with a workstation under the desk to leave it free for work.
5	Regular tables (power incl.)	6	\$ 725.00	\$ 4,350.00	These tables do not have the recessed monitor cut-out, and they already have power and connectivity included.
6	Large Monitors/Televisions	4	\$ 950.00	\$ 3,800.00	The four televisions are monitor/TV combos that can be used to display any of the following: Local cable access, weather channel, local news, Town GIS maps, Mass MEMA site, GELD outage management, real-time dispatch screen, internet.
7	Mounting Hardware for TV	4	\$ 250.00	\$ 1,000.00	This would allow the televisions to mount on the wall with pivoting arms so they can be directed around the room.
8	24 port switch	1	\$ 600.00	\$ 600.00	The switch would augment the 1 switch we already have to allow connectivity for all room jacks.
9	Cabinet for switch	2	\$ 350.00	\$ 700.00	These cabinets would be mounted on both sides of the room and provide connectivity to the remainder of the jacks in the room and house the DVD/VCR.
10	DVD/VCR	1	\$ 279.00	\$ 279.00	This would feed the projector for training videos
11	Projector Screen	1	\$ 300.00	\$ 300.00	A projector screen for the mounted projector.
12	Maps	4	\$ 60.00	\$ 240.00	Custom maps printed from existing GIS data to aid with missing persons, plotting disasters or other information
13	Clock	1	\$ 50.00	\$ 50.00	This would be a clock synced with the clock in dispatch to record action times.
14	Phones - 12 button	16	\$ 190.00	\$ 3,040.00	Phones for the desk. The button number refers to how many lines the phone can ring for.
15	Phones - 24 button	2	\$ 220.00	\$ 440.00	Phones for the desk. The button number refers to how many lines the phone can ring for.
16	Phone Licenses	18	\$ 32.00	\$ 576.00	These licenses are required when connecting the phones in the room.
17	Phone power adapters	9	\$ 17.00	\$ 153.00	These power adapters power the phones.
18	Monitors for recessed tables	4	\$ 200.00	\$ 800.00	These monitors will sit in the tables that have recessed monitors (Item #1 above).
19	Radios	5	\$ 1,000.00	\$ 5,000.00	These are portable radios for the room.
20	Wiring improvements	1	\$ 4,500.00	\$ 4,500.00	This will cover the added phone and network jacks for the room as well as power and projector wiring. A light will need to be removed since it is over the projection screen.
			<b>Total</b>	<b>\$ 29,304.00</b>	




## 2011 FALL TOWN MEETING


# COMPREHENSIVE WASTEWATER MANAGEMENT PLAN - LOST LAKE AREA

Presented by The Lost Lake Sewer Advisory  
Committee  
And  
Woodard & Curran Inc.  
October 2011







## History of Wastewater Planning




- **Historical Wastewater Planning in Groton**
  - Started in the 1960s
    - Degradation in Lost Lake/Knopps Pond Areas
    - Potential for Potable Water Contamination
  - On-Going in 2011
    - Continued Degradation in Lost Lake/Knopps Pond Areas
    - Experiencing Potable Water Contamination




## Wastewater Issues




- Identified the Following
  - Antiquated On-Site Wastewater Disposal
  - Majority of lots on Lost Lake Area Serviced By On-Site Private Water and On-Site Wastewater Systems
    - Failing and/or Improperly Operating On-Site Wastewater Systems Threat to Potable Water
  - Many Lots Less Than ½ Acre – Difficult to Repair/Upgrade On-Site Wastewater Systems




## Wastewater Issues





- Severe Soil and Groundwater Conditions
- Fast Perc Rates <2 minutes per inch (mpi)
- Severe Slope Conditions – Fast Groundwater Travel to Lake
- Threat to Lake Resource
  - High Nutrient Concentrations in Lake
    - Phosphorus
    - Fecal Coliform







## Map of Lost Lake Needs Area



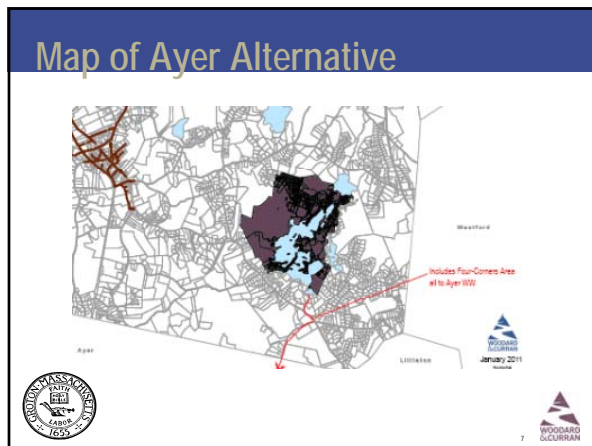




## Work Completed to Date



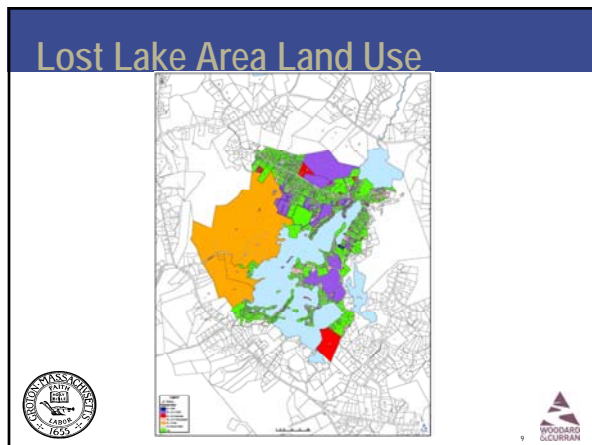
- Income Survey – USDA RD Approved and In Process
  - Needs Additional Response to USDA RD (Article 14)
- State Revolving Fund (SRF) Application – CY2012
  - Filed in August 2010 – Made Fundable List
  - Re-filed August 2011 – Awaiting Response (Article 14)
- Phase I CWMP – Identified Areas With Wastewater Issues
- Draft Phase II CWMP – Draft Solutions to Phase I
  - Needs to be Completed (Article 15)
- Phase III CWMP – Permitting (EIR) and Preliminary Design Needs to Follow Completion of Phase II to Complete Study (Article 16)



### Lost Lake Area Land Use

Parcels	Max EDUs	Refined**
315	353	353 - Developed
82	89	89 - Residential Developable Properties
397	442	442 - Residential Potentially Developable
EDU Flow:		66,000 gpd
1	101	50 - Grotonwood
398	543	492 - All Potential Lake Area Properties
EDU Flow:		74,000 - 81,000 gpd
4	235	118 - Four Corners
402	778	610 - Total Future (No Expansion)
EDU Flow:		91,000 - 116,000 gpd

\*\*adjusts Grotonwood and Four Corners flow to water usage vs. Title 5 estimate.



### Draft Recommended Plan – Phase II

- Wastewater Solution - Range of Cost Estimates

Alternative	Capital Cost	Total Financed Cost per EDU per Year
Local WWTF – Lake Area Only	\$16.6 Mill	\$2,740 to \$4,400
Local WWTF – With Four Corners	\$20.6 Mill	\$2,500 to \$4,150
Ayer WWTF – With Four Corners	\$12.5 Mill	\$1,840 to \$2,760

Assumes:

- No financial assistance, grants, etc
- 20 year financing
- Users pay 100% of all costs

### Draft Recommended Plan – Phase II

- Wastewater Solution - Ayer WWTF Range of Cost Estimates

Alternative	Total Financed Cost per EDU per Year
Estimated Betterment	\$860 to \$1,530
Estimated Connection Fee	\$540 (average)
Estimated User Fees	\$440 to \$690
Total	\$1,840 to \$2,760

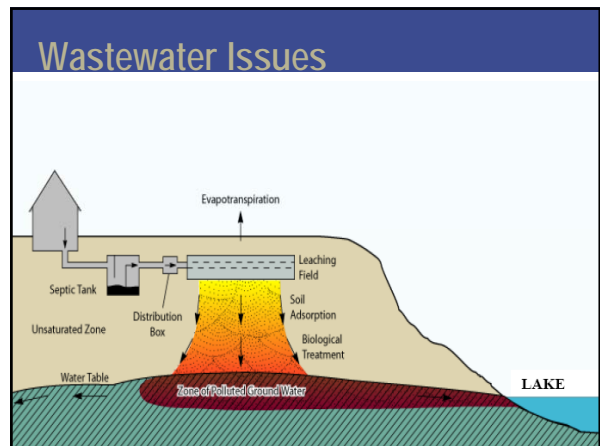
- Estimated Schedule With SRF Financing
  - Start construction spring 2013
  - Assess betterments spring 2015

### Moving Forward

- Town Meeting
  - Funding to Complete USDA and SRF Processes (Article 14)
  - Funding to Complete Comprehensive Wastewater Management Plan - Phase II (Article 15)
  - Funding for Preliminary Design and Permitting (EIR) - CWMP Phase III (Article 16)

TOGETHER WE BUILD A BETTER PLAN

## Questions & Answers



**Will my property tax be affected by the betterment of my property with installation the sewer system?**

There are no real estate assessment criteria for sewer connection that would affect your assessment. If sales of homes connected to sewer sold at a premium, assessed values would eventually reflect that market data.

**What happens if interest rates or construction costs go way up, won't I be faced with huge betterment increases?**

This is not likely because:

- 1) State Revolving Fund costs are expected to be stable.
- 2) Our construction cost estimates are conservative and include contingencies..

**Why was a low pressure sewer system design selected?**

A low pressure system would be less expensive to install and operate over the long term than a gravity system. The pipe size is smaller, not buried as deep since it doesn't need a fixed slope which minimizes the cost risks of removing ledge or other unsuitable material and may be run uphill eliminating a number of costly pumps stations needed to serve a gravity system. At the same time this system allows flexibility in that the collection system could be adapted to evolving needs over time.

This allows the use of horizontal directional drilling which eliminates the wholesale digging up of roads and properties, limiting the environmental impacts. Instead, small excavation pits would be dug to insert and receive the end of the pipeline, and where each property connection is made. This technique was used for the Boston Road extension of the Groton Center system. It greatly reduced the excavation costs, traffic interference, inconvenience of excavating deep trenches on narrow roads (which could close access on many roads around Lost Lake), and paving needs.

**How does the pump system work? What are its' storage capacity? What happens in a power outage?**

Most grinder pumps systems have about 24 hours of storage, depending on water use. During a power outage those residents on private wells will not be using pumped water. Those with backup power (generator) can use the grinder pump. If you have public water, be conservative with your water use until the power returns.

E-one FAQs are located at this website:

[http://www.eone.com/sewer\\_systems/service/grinder-pump-faq.htm](http://www.eone.com/sewer_systems/service/grinder-pump-faq.htm)

**What is the estimated costs for individual connection fees?**

These costs will vary by site, distance to connect, terrain, and installation costs, town water vs. well, etc..

**What are the estimated yearly Operating and Maintenance (O/M) fees?**

These costs are currently being negotiated with the Town of Ayer.

**How will the sewer usage be calculated?**

Sewer usage will be determined by the properties' water usage, for those on well water, there will be a water gauge installed on the well, at the time of sewer hookup. For those on town water, no additional equipment is required

**When I sell my house or business, will I need a Title 5 compliant system?**

In most cases, properties having private wastewater disposal systems of any kind must have a "passing" Title 5 system before the property can be transferred. Properties connected to a municipal wastewater disposal system are relieved of this requirement.

However, state regulations (315 CMR 15.00) waive inspection of a system from the time of title transfer if the owner or person acquiring the title has signed an enforceable agreement to upgrade the system or connect to a sanitary sewer or shared system within 2 years

**I just installed a fully compliant Title 5 private system at great expense, why should I be required to pay into a municipal system?**

Except for the annual betterment charge, you wouldn't be required to do so right away. When, and whether, to connect into and use the municipal system, except in cases of private system failure as determined by the Board of Health, will be an individual property owner's decision. (If a system fails and sewer is available, you have to connect.)

**I just installed a Title 5 private system with variances. Will I have to connect to the municipal system?**

Besides the annual betterment charge, you will need to work your individual connection time frame with the Board of Health. Some innovation alternative (I/A) systems, such as a Presby will require hook-ups within 60 days.

**I installed a “tight tank” – will I have to connect to the municipal system?**

Yes, within 30 days.

**If I don’t connect right away, will I be able to connect at a later date?**

Yes..

**What if I can’t afford the one time connection fees?**

As an incentive to initial connection, we anticipate that property owners who connect right away will be allowed to pay a portion of the connection costs over time. Grinder pump costs and connection fees would certainly qualify. State and Federal programs provide funds to allow individual property owners to borrow the costs for sewer/septic upgrades; the Town will apply to participate in this program.

**What is involved in decommissioning my existing septic system?**

The pipe to the existing on-site system is disconnected when the grinder pump is installed. The septic tank then has to be pumped out by a licensed septic hauler and the tank must be removed or the tank punctured and filled with sand or other material to render it unusable.

**What is the timeline for the installation of the sewer project?**

Construction is planned to start in the Spring 2014.

**Can the district be changed or expanded?**

Yes. The Sewer Commission can recommend changes to the district for Town Meeting approval if needs change over time.

**What happens if the project is not approved?**

The project will be stalled until the town is willing to consider the issue again. Meanwhile, property owners will be on their own for solving and funding their Title 5 compliance issues. The problems in the Lost Lake Area have been well documented for over 40 years – it’s not going away and the solutions continue to increase in price.

## ARTICLE 15

*"To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the engineering review of transporting the wastewater generated in the Lost Lake Area to the Town of Ayer for treatment, completion of the Comprehensive Wastewater Management Report, and submittal of the Environmental Notification Form to regulatory authorities, or to take any other action relative thereto".*

This Article (estimated \$40,000) is to fund the remainder of the Phase II Comprehensive Wastewater Management Plan (CWMP) and submit the Report through the Massachusetts Environmental Policy Act Office (MEPA) for review and approval by regulatory authorities. Originally, the CWMP was evaluating a local, in-Town wastewater solution. An opportunity for a regional option became viable, together with economic development in the Four Corners area of Town. The Ayer alternative appears to be a more cost-effective alternative, will provide needed sewer infrastructure in a commercial area of Town that can reduce local share costs to Lost Lake users, provides tax relief to residential taxpayers, and provides for development in an area currently zoned for commercial and could attract businesses to Town, such as restaurants, gyms and other uses that benefit the entire Town.

This Article funds the necessary completion of the Phase II CWMP. The Town cannot move forward to Phase III without completing this portion and will not be able to access federal and state funding without an approved CWMP.

## ARTICLE 14

*"To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the preparation and submission of an application by Woodard & Curran, on behalf of the Town of Groton, to the Massachusetts Water Pollution Abatement Trust for a low interest loan to be used for the construction of sewer infrastructure in the Lost Lake Area and to upgrade the application to the USDA-Rural Utility Service for a low interest loan and grant package for design and construction of sewer infrastructure in the Lost Lake Area, or to take any other action relative thereto".*

This Article (estimated \$15,000) A) Allows the Town to prepare and submit a CY2012 State Revolving Fund (SRF) low interest loan application to the Massachusetts Department of Environmental Protection (MassDEP) for construction funds for sewer infrastructure in the Lost Lake Area. The Program interest rate is 2%. The application was completed and submitted in August 2011.

B) An application is also in the queue with United States Department of Agriculture-Rural Development (USDA-RD), as a result of a successful Income Survey paid for and conducted by the Town, for grants and/or low interest loans to pay for sewer infrastructure in the Lost Lake Area.

Fall Town Meeting Packet

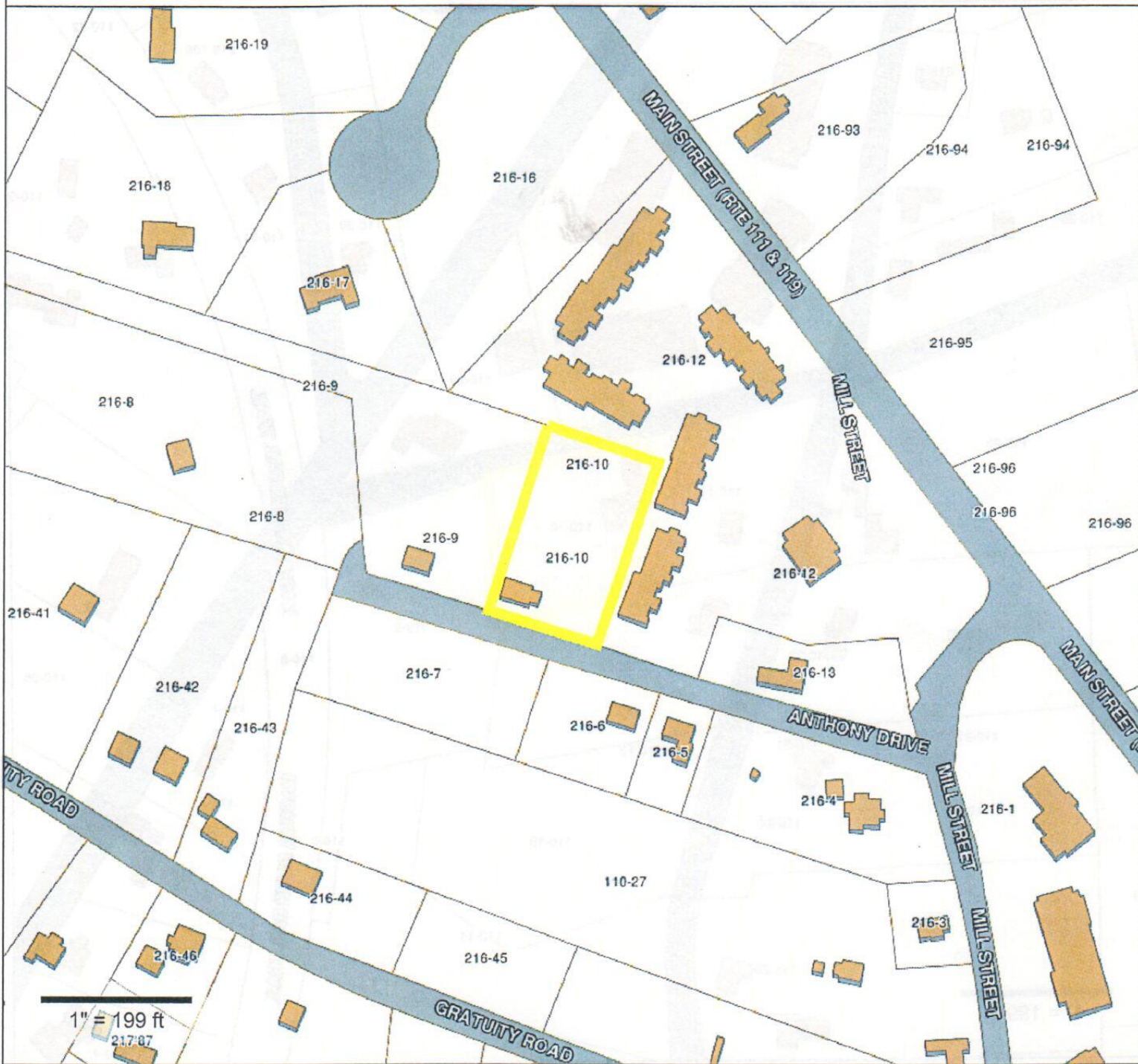
## ARTICLE 16

*"To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the filing of an Environmental Impact Report (EIR) with the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs pending approval by state regulators of an Inter-Basin Transfer of wastewater from the Lost Lake Area to the Ayer wastewater system, or to take any other action relative thereto".*

This Article (estimated \$350,000) will support the completion of the final phase of the CWMP, which will provide Groton with an approved wastewater plan. The filings-the Environmental Impact Report (EIR) and Inter-Basin Transfer Request (Ayer Alternative) are mandatory filings through Massachusetts regulations.

This Phase is necessary to complete the CWMP and provide Groton with a fully-approved wastewater plan and the ability to access federal and state funding in the future.

# Article 20: 26 Anthony Dr. Sewer Extension



**MAP FOR REFERENCE ONLY  
NOT A LEGAL DOCUMENT**

The Town makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated January 1, 2011



The Town makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated January 1, 2011

## **CHAPTER 48 – PERSONNEL**

### **ARTICLE 1. Human Resources Director**

#### **§ 48-1. Human Resources Director.**

The person appointed to this position shall:

- A. Manage the daily operations of the Human Resources Department, consistent with the job description for this position.
- B. Work in an advisory capacity with department heads and the Town Manager in the administration of the grievance procedure, advise department heads and the Town Manager in resolving conflicts at their respective steps in the process.
- C. Have access to such facts, figures, records and other information relating to the personnel of Town departments as will enable him/her to fully perform his/her duties.

#### **§ 48-2. Severability.**

The provisions of this bylaw are hereby declared to be severable, and if any such provision or the application of any such provision to any person or circumstances shall be held to be invalid, illegal or unconstitutional, such invalidity, illegality or unconstitutionality shall not be construed to affect the validity, legality or constitutionality of any of the remaining provisions or the application of said bylaw to persons or circumstances other than those to which it is held invalid, illegal or unconstitutional.

#### **§ 48-3. Construal of provisions.**

Nothing in this bylaw shall be construed to conflict with Chapter 31 of the Massachusetts General Laws.

### **ARTICLE II. Personnel Policies**

#### **§ 48-4. Establishment.**

- A. This bylaw authorizes a personnel administration plan for Town employees, hereinafter called the "plan," which classifies the several positions of Town service into groups, establishes salary schedules, establishes vacation entitlement, granting of holidays, sick leave entitlement, other leave pay, a system of personnel records and an employee grievance procedure in accordance with the authority vested in the Town Manager and the Board of Selectmen. The plan shall include all Administrative Orders set forth herein.
- B. The Town Manager, pursuant to Section [4-2](#) of the Town Charter, shall administer this plan and shall determine all questions arising thereunder, with assistance from the Human Resource Director. Any increase in wages or salaries under the plan shall be effective only if approved by the Finance Committee and the Board of Selectmen, and funds are available for the purpose, provided that nothing in this subsection shall be construed as authorizing the implementation of any contract, or part thereof, negotiated with a labor union prior to the approval of an appropriation for the contract by vote of Town Meeting.

#### **§ 48-5. Administrative Order No. 1: Employee classification.**

As applied in this bylaw, the following words and phrases define employee classifications:

- A. Full-time employee: an employee who is scheduled to work 40 hours per week.
- B. Benefit-eligible employee: an employee who is scheduled to work at least 20 but no more than 40 hours per week.
- C. Part-time employee: an employee who is scheduled to work less than 20 hours per week. Such employees are not eligible for benefits, including but not limited to vacation leave, sick leave, and health insurance coverage under MGL C. 32B.
- D. Intermittent employee: an employee who works any shift or a portion of a shift as needed. Such employees are not eligible for benefits, including but not limited to vacation leave, sick leave, and health insurance coverage under MGL C. 32B.
- E. Seasonal/Temporary employee: an employee who is hired for a limited duration of time, not to extend beyond six months. Such employees are not eligible for benefits, including but not limited to vacation leave, sick leave, and health insurance coverage under MGL C. 32B.
- F. Exempt employee: an administrative, executive or professional employee as defined by the federal Fair Labor Standards Act (FLSA). Such an employee is typically paid on a salary basis.
- G. Nonexempt employee: an employee who is paid for the hours worked each week, and entitled under the FLSA to overtime for hours actually worked in excess of 40 hours per week. These employees are typically paid on an hourly basis.

**§ 48-6. Administrative Order No. 2: Vacation entitlement.**

- A. Each benefit-eligible employee of the Town, subject to length of service requirements listed below, shall be granted an annual vacation with pay.

- (1) Scheduling of vacation leave shall be at the discretion of the department head, in a manner that will assure that the work requirements of the department are met. Whenever possible, vacation requests of one week or more shall be submitted at least three weeks in advance. Reasonable consideration shall be given to the desires of each employee as to the period scheduled.

- (2) Vacation pay shall be computed on the basis of 40 hours' straight time pay for each week, or portion of week, granted. Vacation entitlement shall be prorated to coincide with the employee's number of standard hours per week. The total of an employee's vacation hours and worked hours in any week shall not exceed the employee's standard hours. Temporary changes of less than 90 days to scheduled hours will not impact accruals.

- (3) Vacation may be taken in increments of one hour. Vacation time may not be used to alter an employee's schedule on a regular or recurring basis.

- (4) Part-time, intermittent and seasonal/temporary employees shall not be entitled to vacation with pay.

- B. Length of service requirements.

- (1) Accruals and maximum accumulations:

	<b>Per Month (hours)</b>	<b>Annually</b>	<b>Maximum Accumulation</b>
Through 5 years of continuous service	6 2/3	10 days or 2 weeks	20 days or 4 weeks
Beginning the 6th year of continuous service through the 10th year of continuous service	10	15 days or 3 weeks	30 days or 6 weeks
Beginning the 11th year of continuous service through the 15th year of continuous service	13 1/3	20 days or 4 weeks	30 days or 6 weeks
Beginning the 16th year of continuous service and thereafter	16 2/3	25 days or 5 weeks	30 days or 6 weeks

(2) "Continuous service" is defined as an uninterrupted period of Town employment on a regular basis. An employee transferring from one department to another without a break in service shall receive credit for vacation purposes for his/her total time of permanent Town employment.

C. Upon termination of employment, employees shall be paid for any earned but unused vacation time.

#### **§ 48-7. Administrative Order No. 3: Holidays.**

A. Each permanent employee of the Town shall be entitled to holidays with pay in accordance with the following schedule and administrative procedures:

(1) A benefit-eligible employee is one as defined in Subsection b of Administrative Order No. 1.

*Editor's Note: See § 48-7B above.*

(2) Holidays to be granted are as follows:

New Year's Day  
 President's Day  
 Memorial Day  
 Labor Day  
 Veteran's Day  
 Christmas Day  
 Martin Luther King, Jr. Day  
 Patriot's Day  
 Independence Day  
 Columbus Day  
 Thanksgiving Day

(3) Should a holiday fall on Saturday, the preceding Friday will be the recognized holiday. Should the holiday fall on Sunday, the following Monday will be the recognized holiday.

(4) Holiday pay shall be computed on the basis of 40 hours' straight-time pay. Holiday entitlement shall be prorated to coincide with the number of standard hours worked each week.

(5) Benefit-eligible employees required to work on recognized holidays will be paid the holiday pay to which they are entitled plus the regular rate for hours worked. If a holiday falls on an employee's regularly scheduled day off, the employee shall be granted compensatory hours off equal to the employee's standard holiday entitlement, to be scheduled at the supervisor's reasonable discretion.

(6) Part-time, intermittent and seasonal/temporary employees shall not be entitled to holiday pay.

**§ 48-8. Administrative Order No. 4: Sick leave.**

A. A benefit-eligible employee of the Town shall be entitled to sick leave with pay in accordance with the following schedule and administrative procedures:

(1) Sick leave is intended to be used to protect an employee's earnings during periods of non-job-related sickness or injury, exposure to contagious disease, when an employee is to undergo medical, optical or dental procedures or of non-job-connected disability, or, at the discretion of the department head, Human Resources Director or Town Manager, for care of an immediate family member (defined as spouse, child, parent, sibling, grandparent or grandchild, in a natural or step relationship or any other relationship between an employee and another person which is characterized by mutual responsibility and support generally associated with familial relationships). An employee shall notify his/her office or department head, or, if there is no other department employee, the Town Manager's office, before the start of the workday of his/her intended absence. An employee shall notify his/her department head, or shall indicate to his/her supervisor that he/she wishes to access an alternate method of disclosure, including HIPAA (Health Insurance Portability and Accountability Act) officer, as early as possible, before the start of the workday of his/her illness, stating the nature of the sickness or injury, the time expected to be incapacitated and when he/she expects to return to work. Failure to notify the department head or Town Manager's office before the starting time, except in unforeseen circumstances, may result in the employee being charged with leave without pay as well as subject to disciplinary action.

(2) Subject to applicable law, the Town may require an independent medical evaluation paid for by the Town where there is a reasonable belief that: 1) an individual's work performance may be affected by a medical condition; 2) an individual is suspected of abusing sick leave.

(3) Every employee must obtain a doctor's certificate for sick leave in excess of five working days in order to receive payment. In addition, if the Town identifies what appears to be a pattern of inappropriate sick leave use, the Town may require an employee to provide a doctor's certificate for each future use of sick leave during the following 12 months, provided the Town first issues a written warning to the employee notifying him/her that if any sick leave is taken during the following 12 months, the Town may require a doctor's certificate.

(4) Abuse of sick leave is subject to disciplinary measures up to and including dismissal.

(5) Sick leave shall be earned at the rate of one day per month subject to pro-rata to a maximum of 1,040 hours.

(6) Sick leave must be taken on a thirty-minute basis. Sick leave shall not be used to alter an employee's schedule on a regular or recurring basis, except in medically appropriate circumstances, such as chronic conditions which necessitate regular medical treatment. This usage would be similar to the allowance for intermittent leave under FMLA (the Family Medical Leave Act) guidelines.

(7) This order shall apply to all Town employees subject to this bylaw.

#### **§ 48-9. Administrative Order No. 5: Personnel records.**

There shall be maintained in the office of the Human Resources Director an individual file for each employee of the Town, subject to state and federal laws.

#### **§ 48-10. Administrative Order No. 6: Grievance procedure.**

A. A "grievance/complaint" is defined as a request by an individual or group of individuals for personal relief in any matter of concern or dissatisfaction which is subject to the control of Town management. The grievance/complaint procedure is subject to the provisions of the bylaw or federal and state statutes. This section shall not apply to grievances or complaints that are otherwise governed by any applicable collective bargaining agreement. Procedure for seeking redress is as follows:

(1) Step 1: Any grievance will first be presented to the immediate supervisor, within the time frame set forth in Subsection [B](#) below. That supervisor will make whatever investigation he/she deems necessary to clarify the matter in question and to resolve the problem or misunderstanding if possible. The department head or board member should notify the Human Resources Director of the grievance and the steps the department head is taking to address the grievance. The Human Resources Director shall advise the department head or board on how best to resolve the grievance. The department head's/board member's decision will be made as soon as practicable after full discussion by the parties concerned but not later than five business days from the date of the presentation of the grievance. Every attempt should be made by both parties to resolve the grievance at this step.

(2) Step 2: Formal Procedure. If the grievant is dissatisfied with the decision at Step 1, he/she may take up the matter in writing with the Town Manager within five business days of the decision. Within 14 business days after receipt of the written grievance, the Town Manager will meet with the grievant and/or grievant's immediate supervisor. An investigation or inquiry into the grievance by the Town Manager, including discussion with principal parties concerned, may take place. The Town Manager will render a decision in writing within 30 calendar days from the date of the meeting with the grievant and/or grievant's immediate supervisor, a copy of which will be provided to the grievant. The Town Manager shall keep a separate record of his/her proceedings which shall not be open to public inspection, except as may otherwise be required by law.

(3) Step 3: If a grievant is dissatisfied with the decision at Step 2, the grievant may appeal that decision to the Board of Selectmen. The appeal shall be in writing and submitted within five business days after the date on which the grievant received the Step 2 decision. A decision will be issued to the grievant in writing by the Board of Selectmen within 20 business days from the receipt of the appeal.

B. Any grievance which is not taken up by the grievant with the appropriate supervisor at Step 1 within 15 calendar days after the last occurrence of the action or event out of which the grievance arose shall not be presented or considered at a later date.

C. All time limits provided for herein may be extended by mutual agreement. Failure of the Town to observe the time limits with respect to any step in the grievance procedure shall entitle the grievant to advance the grievance to the next step. Failure of the grievant to observe the time limits provided shall constitute withdrawal of the grievance.

D. Any grievance that has not been processed through the informal step (Step 1) may not be processed through the formal step(s). Any grievance not processed through Step 2 may not be processed to the Board of Selectmen.

E. Unless mutually agreed otherwise, identical grievances to which this order applies will be processed under the procedures of the order by having one grievance processed, the result of which will be binding on the other grievance(s). Identical grievances herein referred to are those where the dissatisfaction expressed and relief requested are the same.

**§ 48-11. Administrative Order No. 7: Classification and wage/salary schedule.**

A. The following regulations shall govern the administration of the classification and wage/salary schedule.

(1) New personnel.

(a) A new employee will be hired consistent with the Wage and Salary Classification Schedule subject to appropriation and consistent with the Town Charter, as it may be amended.

(b) The first six months of employment will be a probationary period, during which time an employee may be discharged without recourse for poor potential or performance.

(2) Reclassification of employees. No employee will be reclassified from one position to another without prior approval of the Town Manager as to the consistency of the action with the provisions of this order.

(3) In-grade advancement.

(a) Subject to the approval of the appropriate department head and the Town Manager, every employee subject to the plan who has been in continuous employment of the Town for at least six months prior to the start of the Fiscal Year (July 1), and who has a satisfactory performance record, shall be eligible for advancement to the next higher step until the maximum for the job is reached.

(b) Intermittent and seasonal/temporary employees or other employees for whose position there is a single rate or stipend shall not be eligible for step rate increases.

(4) Overtime/Compensatory time.

(a) Nonexempt paid employees shall be paid overtime at a rate of 1 1/2 times the employee's regular rate of pay for all hours actually worked beyond 40 hours per week. All overtime must be preapproved by the Town Manager. An employee may opt for compensatory time in lieu of overtime, and may accrue such compensatory time up to the limits permitted under the Fair Labor Standards Act. Such compensatory time is subject to the same approval afforded for paid overtime. Compensatory time would be earned at a rate of 1 1/2 hours per hour worked over 40 per week.

(5) Position titles, descriptions and employment agreements.

(a) No person shall be appointed, employed or paid as an employee in any position subject to the provisions of the personnel administration plan under any title other than those of the classification and wage/salary schedule or under any title other than that of the job the duties of which are actually performed. The job title in the classification and wage/salary schedule shall be the official title for all purposes having to do with the position and shall be used to designate the position in all payrolls, budget estimates and official reports and in every other connection involving personnel and fiscal processes.

(b) Job descriptions shall be developed by the department head in conjunction with the Human Resources Director and approved by the Town Manager and Board of Selectmen. Job descriptions shall be maintained by the Town Manager and Human Resources Director for each position subject to the provisions of the personnel administration plan. All changes to any of these job descriptions must be reviewed by the Human Resources Director and must be approved by the Town Manager and Board of Selectmen.

(c) No employment agreement shall be entered into by the Town with employees subject to the personnel administration plan without prior approval of the Town Manager and Board of Selectmen.

(6) Implementation. No employee shall suffer a loss of pay by adoption of the schedule in Subsection [B](#) below. The employee's position in the rate range will be that which most nearly matches his/her current wage or salary. Should the employee's wage or salary be in excess of the step in which placed, the employee will retain the wage or salary until progressing to the next step.

B. An employee will remain on each step of the schedule for the length of time indicated below before maximum wage or salary is attained:

Step Number	Length of Time
1	From date hired until July 1 of next Fiscal Year, subject to the limitations in Subsection A(3)(a) above
2	1 Year
3	1 Year
4	2 Years
5	2 Years
6	2 Years
7	2 Years
8	----

C. The reclassification of a job may be requested by the department head or the respective governing board at any time there is a significant change in the duties and/or responsibilities for that job. A vacant position may not be advertised at a grade level other than the grade level currently approved.

D. Each benefit-eligible employee of the Town, subject to length of service requirements listed below, shall receive a longevity payment annually.

(1) Longevity pay shall be paid in the pay period following the employee's anniversary date. Longevity pay shall be prorated to coincide with the number of standard hours worked each week. Employees who terminate employment prior to the anniversary date of hire will not receive longevity pay.

(2) Intermittent and seasonal/temporary employees shall not be entitled to longevity pay.

(3) Length of service requirements.

Length of Service	Amount
Beginning the 11th year through the 15th year	\$250
16th year through the 20th	\$500
21st year and thereafter	\$1,000

**§ 48-12. Administrative Order No. 8: Leave of absence.**

The Town of Groton shall allow employees to take a leave of absence in the following circumstances and conditions.

A. Military leave. The Town of Groton shall follow the Uniform Services and Reemployment Rights Act of 2004 or any subsequent revision(s) for employees in the Armed Forces, the Reserves, or the National Guard who are eligible for military leave. Employees are required to provide the Human Resources Director, Town Manager and their department head with as much advance notice of military service as soon as possible, unless military necessity prevents the giving of notice.

B. Family Medical Leave Act. Up to 12 weeks of leave may be granted to eligible employees in accordance with the Family Medical Leave Act of 1993 (FMLA), and any subsequent revision(s). Any accumulated sick time must be exhausted before using vacation or personal time. Medical leave is subject to the Town's FMLA policy. Information shall be available from the Human Resources Director.

C. Leave of absence. Any employee may apply for a leave of absence without pay. The application must be approved by both the department head and Town Manager and will be granted only under unusual conditions. If a leave of absence is granted, seniority, sick leave and vacation time will not accrue during this absence. If the employee is covered under the Town's group health insurance, then the employee will continue to pay at the employee rate. Information regarding a leave of absence shall be available from the Human Resources Director.

D. Small Necessities Leave Act. Up to 24 hours of leave time per year may be granted to eligible employees for purposes in accordance with the Small Necessities Leave Act. Employees may use personal or vacation time. Information shall be available from the Human Resources Director.

E. Maternity/Paternity leave. The Massachusetts Maternity Leave Act allows eligible employees to take up to eight weeks of maternity/paternity leave, concurrent with other applicable leave time or without pay. The employee may use accumulated sick, vacation or personal leave. Maternity/Paternity leave is subject to the Town's Massachusetts Maternity Leave Act policy. Information shall be available from the Human Resources Director.

F. Bereavement leave. Each benefit-eligible employee shall be granted leave without loss of pay in the event of a death in his/her immediate family. Such leave shall be up to three scheduled work days with the approval of the department head. For purposes of this section, the term "immediate family" shall mean and include the following: grandfather, grandmother, father, mother, husband, wife, brother, sister, son, daughter, grandson, granddaughter, in a natural, in-law or step relationship or any other relationship between an employee and another person that is characterized by mutual responsibility and support generally associated with familial relationships. This leave shall not be charged against other accrued time.

G. Jury duty. Permanent full-time and part-time employees who are called for jury duty and respond are eligible for jury leave. Jury duty leave benefits are effective immediately upon employment. An employee on jury duty shall be paid the difference (if any) between the compensation he or she would

have received and the compensation received from the court (excluding travel allowance). For employees paid on an hourly rate, pay is based on the number of hours normally scheduled on those days. In all cases, the court statement detailing compensation must be presented to the Human Resources Director and Town Accountant in order to receive any additional compensation for which the employee may be eligible. A copy of the statement shall be placed into the employee file maintained by the Human Resources Director.

**§ 48-13. Administrative Order No. 9: Personal days.**

A. Each benefit-eligible employee of the Town will be entitled to four personal days per fiscal year.

(1) Personal days will be granted to those employees who work 20 or more hours per week. Personal time shall be computed on the basis of 40 hours' straight-time pay and will be prorated to coincide with the number of standard hours per week.

(2) Personal days shall be taken at a time that is mutually agreeable to the employee and supervisor. Personal days must be taken in one-hour increments. Employees will lose personal days not taken within the fiscal year and will not be compensated for personal days not taken. Personal time shall not be used to alter an employee's schedule on a regular or recurring basis.

B. Upon an employee's termination, personal time will not be paid out.

**§ 48-14. Additional benefits.**

The Police Lieutenant and Police Captain shall be entitled to the following benefits that the Groton Police Patrolmen's Association has under the applicable provisions of its collective bargaining agreement:

Uniform allowance

Mileage allowance

Career incentive

Indemnification

These positions are exempt management positions. Therefore, under the Fair Labor Standards Act, they are not eligible for overtime pay. The Police Captain and Lieutenant have no rights to negotiate any of the above mentioned benefits during union negotiations.




## Dog Control Bylaw

Town Meeting October 17, 2011

Committee members:

Michael Bouchard, Town Clerk	Susan Hogan, Dog Officer
Lt. James Cullen, Groton Police	George Moore, Animal Inspector
Tom Delaney, Animal Control Officer	


1



## PURPOSE OF THIS REVIEW

- Objective
- Explanation of the process
- Review of proposed bylaw
- Summary of public comments received to date
- Public Comment and Discussion


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## Objectives

- Tonight's Objective
  - Present a revised Dog Control Bylaw to Town Meeting
- Objective of the Committee
  - Review the current Dog Control bylaw and regulations for adequacy in light of recent incidents
- Objectives of the Bylaw
  - Document fair and understandable rules
  - Enhance public safety
  - Balance the legitimate interests of responsible dog owners and public safety


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## Process

- Committee Draft (April through June)
- Public Comments – written (July and August; ongoing )
- Public Hearings – August 17, 30 and September 12
- Warrant Article
- Town Meeting                      October 17, 2011


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## Summary of Findings

- Current Dog Control Bylaw consists of two chapters
  - Chapter 128 Dog Public Nuisance (Town bylaw; revised 1996)
  - Chapter 223 Dog Bites (Selectmen Regulation; 1988)
- Current Bylaw and Regulation are
  - Adequate for “public nuisance”
  - Inadequate for more serious dog issues
- Groton Code
  - [www.townofgroton.org](http://www.townofgroton.org) → Town Bylaws


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## Recommendations

- Accept MGL Chapter 140 Section 147A (Local Authority)
- Retain the 1996 bylaw; enact further definitions
- Increase fines (not registration fees)
- Enact *Dangerous Dogs* provision
- Combine Bylaw and Regulation into a single bylaw
  - A “new” Chapter 128
  - Clarity
  - Town meeting vote


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### Specific Recommendations

- § 128-1 Additional definitions
- § 128-1 Public Nuisance
  - Dog Officer determination of physical control, noise
  - Permission of landowner – unrestrained dogs
  - Note: Public Nuisance C. “physical control” clause carried over from 1996 version with the support of the Committee
- §128-3.E Disposition of (Unclaimed) Dogs
- § 128-4 Fines
- §§ 128-7, 8 Dangerous Dogs


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### Proposed Bylaw Summary of changes

- Determination of the Dog Officer
  - If “physical control” was employed at the time of an incident
  - If an “attack, threaten, harassment or menace” occurred
  - Noise for a reasonable period of time
  - If a biting dog was teased or abused
- Landowner permission allows that a dog run unrestrained
- Fees for Dogs in Custody; Fines for public nuisance
- Dangerous Dog
  - Definitions and enforcement
  - Licensing and liability insurance requirement


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### Summary of Public Comments

- 50% -50% to strengthen the dog bylaw
- Creation of a “leash law” (i.e. “Physical Control”)
  - “Physical Control” has been in effect since 1996
  - Both “concern” and “support”
  - Is there an ability to “off leash” a dog ?
  - Preserve the rural character of the town
- Dog Officer “determination” (comments “for” and “against”)
- New fines are too high
- Consider penalties other than fines
- Creation of a dog park

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### Next Steps

- Town Meeting vote
  - If bylaw passed by Town Meeting
    - Review by the Attorney General; new bylaw goes into effect
  - If bylaw not passed
    - Current bylaw and regulation still in effect
- Information Booklet
  - Available with dog licensing

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## TOWN OF GROTON

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

## Board of Selectmen

Anna Eliot, *Chairman*  
George F. Dillon, Jr., *Vice Chairman*  
Peter S. Cunningham, *Clerk*  
Joshua A. Degen, *Member*  
Stuart M. Schulman, *Member*

**Town Manager**  
Mark W. Haddad

### ARTICLES 26 & 27

**To:** *Board of Selectmen  
Finance Committee*

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

**Subject:** *279 Main Street Acquisition*

**Date:** *September 30, 2011*

As the Board and Finance Committee are aware, we have been working with the Electric Light Commission to determine the feasibility of constructing a Fire Station on Station Avenue. We have now received the necessary information to evaluate this site. The Station Avenue location for a new Central Fire Station was cost prohibitive when compared to alternative locations. This is the case whether the new buildings for the two town departments were joined by a common wall or were built as standalone structures on adjacent parcels. Enclosed with this memorandum are two documents that show the site preparation costs and the estimated construction cost for these two buildings on that site. The Electric Light Department is in agreement with this assessment.

With that determination, the Board of Selectmen had authorized me to reach out to the Archdiocese of Boston to re-open negotiations on 279 Main Street since this is one of the last available locations on Main Street within the identified area for a Central Fire Station Location. I want both the Board of Selectmen and Finance Committee to be assured that we are not rushing this process. Once we concluded the engineering review of the Station Avenue location, we moved back to the first choice of the Relocation Committee and decided to bring it back to Town Meeting when facts of the site are still fresh in the minds of the Town Meeting.

I am pleased to report that we have successfully concluded negotiations with the Archdiocese for the acquisition of 279 Main Street. We are in the process of finalizing the Purchase and Sales Agreement. The terms are as follows:

Acquisition Price:	\$325,000
Church Building:	The Archdiocese of Boston will donate the former Sacred Heart Church to Thomas More College.
Thomas More College:	The College has until August 15, 2012 to remove the former Church from the 279 Main Street site.
Disposition of Church:	Should the College be unable to remove the former Church by August 15, 2012, the Town of Groton and the Archdiocese can remove the former Church, with the Archdiocese contributing \$25,000 towards this removal. (We are in the process of securing cost estimates should we need to remove the former Church).

I hope this information meets with your approval. I look forward to discussing this in more detail with the Board of Selectmen and the Finance Committee. Please feel free to contact me with any additional questions or concerns.

MWH/rjb

## **Information Sheet Regarding New Fire Station**

### **Why does Groton need a new Fire Station?**

The new station will not simply be a replacement facility for the existing Center Fire Station. This will be our first, much-needed, central facility housing both Fire and EMS. This is a key factor in both day-time response by our full-time crew and night and weekend response by our largely cross-trained on-call personnel. Now, instead of needing to shuttle personnel from one facility to another and split resources, they will be able to respond from one facility and drive out of the door with the correct combination of resources and personnel for the actual incident at hand. Having all of these resources under one roof will massively improve our ability to deal with emergencies in the most timely and effective way possible. Bottom line, this will shave minutes off our response times and mean that we show up with the correct equipment right away.

The bays at the existing Center Fire Station are too small to accommodate modern fire apparatus. We are limited as to the apparatus that will fit in the station. In addition, some of the apparatus currently housed there fits with only inches to spare. We actually have to pull mirrors in when backing into and pulling out of the station.

This is not new. The report of 2002 was clear that the central fire station needed to be replaced and this was something that the town has been working towards since then. Since that time, the Fire, EMS and Rescue departments have merged and we have brought in a full-time crew during the day. If we needed a new facility in 2002, that need has only increased exponentially since then.

The increased needs of both Fire and Police Depts. has made joint operations from this building more and more difficult – essentially both departments are crammed together into a building that is not big enough for the increasing demands being placed on each. A new Fire Station will free up much needed space at the Public Safety Building for the Police.

### **Why is 279 Main Street the best location?**

The Fire Station Location Committee was appointed by the Selectmen to evaluate possible sites for the new Fire station. The Committee developed a list of more than 20 properties. Of these properties, those that fell within the town center were assigned a higher priority and ranked as “Tier I Sites”. Properties outside of the town center were deemed less desirable due to the negative impact on response time and were ranked as “Tier II Sites”. The Committee conducted extensive research to determine the relative suitability of the Tier I sites. The Committee chose three sites to recommend to the Board of Selectmen and ranked them in the following order:

1. Sacred Heart property located at 279 Main Street
2. GELD property available on Station Avenue
3. Prescott School property

The Sacred Heart property has many attributes that make it the most desirable location including the following:

- The site is centrally located and directly on Main Street. This will provide an excellent response time to the majority of the community.
- The lot size is adequate to accommodate a new station which will serve the needs of the department now and into the future. Attached is an architect’s rendering of a possible layout of the site which takes into account the maximum setbacks required (50’ from the roads and 15’ from adjacent properties). The layout includes an ideally sized building, 26 parking spaces and green space.
- The site preparation costs will be minimal as it already has town water, sewer, gas and electricity. There are no wetland issues affecting this site. In addition, the site is level and will not require any significant grading.
- The site is outside of the Historic District which will reduce construction costs.
- There are excellent sight lines both for apparatus exiting and vehicles approaching the station.
- The sidewalk in this area is located on the opposite side of the street so the impact to pedestrian traffic is nominal.

## **Information Sheet Regarding New Fire Station**

### **What is the impact to the neighborhood?**

We are good neighbors and have excellent relationships with the abutters at our other stations in town. We will do our very best to ensure that, should the station be constructed at this site, it is done with the best interests of the abutters at heart. We are very community-minded and many families living close to our current stations will tell you that their kids are frequent visitors to our stations and are welcomed with open arms. In short, we will do everything we can to be the best neighbors we can be and absolutely understand the fear of the unknown that is caused when there is talk of such a big change in the neighborhood.

### **Will a new Fire Station increase my tax bill?**

The town has developed a financing plan that will allow us to pay for the debt service on five million dollar fire station within the levy limit and will not need a debt exclusion override of Proposition 2 ½. We will not seek additional taxes to pay for the fire station.

### **Is the GELD property a viable site?**

No, the GELD Architect has determined that it is cost prohibitive to fit both the fire station and the GELD building on this site. The issues associated with the wetlands and storm water management will add excessive costs to the site.

### **Is Prescott School a viable site?**

No, the costs associated with this site are considerably higher than the church site. The existing building is much larger than the space needed for a new fire station. Significant alterations and demolition work would be necessary to make the space suitable which would involve considerable expense.

Building a separate structure in the rear of the property would also be very expensive. This would require extension of utilities to the rear of the lot and substantial work to grade the site and to properly address the wetland issues.

### **Can we renovate the existing fire station located on Station Ave if we purchase the empty lot next door?**

No, the new station will not fit. The total acreage of 20 Station Ave (existing Fire Station) and 14 Station Ave (vacant lot) is only 0.59 acres. This is far too small for a new station. In addition, James Brook and wetlands on the abutting property are located at the rear of these lots which would require setbacks and grading work.

### **Did the Town consider looking at the Tier II properties?**

We do not want to sacrifice response time. Response time is by far the single most important factor when it comes to mitigating the severity of the outcome in both fire and medical emergencies. With fire doubling in size every thirty seconds and irreversible damage to brain and heart tissue occurring in minutes, response time is the one factor we cannot compromise on. The church site is an excellent Tier I location. Groton is the largest town in Middlesex County at 33 square miles. Due to this fact, it is critical that the station is located centrally to ensure the fastest possible response to the greatest number of locations in town. A Tier II property will negatively impact response time to certain parts of town.

### **Is the church property priced reasonably?**

The Town and the Archdiocese have re-entered negotiations to lower the purchase price. As soon as the negotiations are complete the information will be made public.

### **What is going to happen to the church?**

The Catholic Church is donating the church to Thomas More College of Liberal Arts. TMC will be given a reasonable amount of time to move the church without delaying construction of the new station. If TMC is unable to raise the necessary funds, the Town and Archdiocese will be responsible for the cost of demolishing the building or finding another party to move it. Our goal is to preserve this building, but this will take money.

**Town of Groton  
Center Fire Station Sites  
Reviewed by the Relocation Committee**

The following is a list of sites identified by the Center Fire Station Relocation Committee along with information as to why they are not feasible. These sites are in addition to 279 Main Street, the GELD property and the Prescott School.

**Tier 1 Sites**

**May & Hally property located on Court Street** – This property has Brownfield issues which means that it is contaminated with hazardous materials. The cleanup costs and time frame to mitigate them is unknown. This is a significant issue.

**Gunderson property located on Farmers Row** – The sewer would have to be extended to this location adding significantly to the cost (\$150 per foot). The sewer line currently ends at the Public Safety Building on Pleasant Street. This property is also located just outside Tier 1; the location is not ideal.

**O'Connor property located on Farmers Row across from Long Hill** – This property was removed from consideration at the request of the owner.

**Prescott Landscaping property on Farmers Row** – The sewer would have to be extended to this location adding significantly to the cost (\$150 per foot). This property is also located on the outer edge of Tier 1; the location is not ideal.

**Groton School property on Farmers Row** – This property is not for sale. In addition, the sewer would have to be extended to this location adding significantly to the cost (\$150 per foot). This property is also located outside Tier 1; the location is not ideal.

**Legion Hall** – The committee walked this site and measured to see if it could accommodate the new station. The site is .99 acres and is long and narrow. We tried many different combinations and determined that the building would not fit. This lot also has drainage/flooding issues.

**Boutwell School** – The main issue with this lot is the narrow egress. On one side, the driveway narrows to less than 15 feet; the other side is approximately 30 feet. Part of the existing building would have to be demolished to widen the access. This building is also currently in use as a preschool.

**Lawrence Academy Waters House** – This is an excellent location, however it is not currently for sale. The administration at Lawrence Academy indicated that this property provides necessary housing for both students and faculty. This was considered to be cost prohibitive.

**Kilbridge Antiques** – This property was in the process of being purchased for the 134 Main Street development. This deal has gone through and the property is not available.

**Donelan's Supermarket** – This property is not currently for sale. The owner was contacted and wants considerably more than \$325K (asking price would be seven figures).

**Cumberland Farms** - This property is not currently for sale. The lot is .8 acres with a sloping topography which would make it difficult to accommodate a fire station. Given this information, combined with the fact that this would disrupt several of our small businesses in town; the committee found that it was not a feasible location for the new fire station.

**Pleasant Street property (next to Public Safety Building)** – This property is not currently for sale. The owners were contacted and requested that we remove it from consideration for the Fire Station. In addition, the sewer does not extend past the Public Safety Building on Pleasant Street so there would be additional cost to extend the sewer (\$150 per foot).

**Station Ave (vacant lot next to existing Fire Station)** – This lot is .33 acres. This lot plus the existing fire station total .59 acres. This is too small for the needs of the proposed new fire station.

**Groton Inn** – This site was not on the Tier 1 list put together by the committee. Since that time, the Inn was severely damaged from a fire and is slated to be demolished. The owner has been contacted and states that the property is not for sale at this time and should not be considered for a Fire Station.

## 23 Station Ave.

## 279 Main Street

DIFFERENCE

### SITE WORK CONSTRUCTION COSTS:

#### 02070- Demolition

Remove Existing Structures  
Asbestos Mitigation  
Remove Trees  
Remove Existing Pavement  
Fill in Cellar Hole

#### 02270 - Erosion Control

Install Erosion Control Barriers  
Erosion Control blankets  
Temporary Construction Entrance  
Maintenance of controls  
Misc. materials

#### 02200 - Earthwork

Excavation to:  
Strip & stockpile soil  
Load and Haul Soil  
Backfill & compact to rough grade  
Common fill  
Structural fill (building)  
Granular sub-base  
Specialized De-watering

#### 02500 - Paving & Surfacing

Bit. Cone, parking & access roads  
Heavy Duty Bit. Cone, parking & access roads  
Concrete Apron  
Bit. Cone, Berm  
Striping, handicap parking, no parking

#### 02600 - Site Utilities

Sewer Manhole (onsite)  
Sewer Manhole (connection to existing)  
Sewer Line  
Gas Line  
U/G Elect & Tele.  
Site lighting, poles, conduit  
Transformer Pad  
Emergency Generator Pad  
Re-locate Existing Pole

#### 02660 - Water Distribution System

Domestic Waterline, 3"DI pipe & misc.

UNIT	UNIT	COST	QTY	TOTAL
LS				\$40,000
CY	4.00		200	\$800
				<b>\$41,300</b>
LF	3.00		700	\$2,100
SF	1.00		0	\$0
LS				\$1,000
LS				\$1,000
LS				\$1,500
				<b>\$5,600</b>
LS				
CY	1.50		2000	\$3,000
CY	4.00			
CY	6.00		9100	\$54,600
CY	13.00		4600	\$59,800
CY	21.00		1500	\$31,500
CY	24.00		3000	\$72,000
LS				\$5,000
				<b>\$225,900</b>
SY	20.25		886	\$17,942
SY	27.5		1593	\$43,808
SF	6.00		2320	\$13,920
LF	2.10		670	\$1,407
LS				\$1,500
				<b>\$78,577</b>
EA	3,000.00		1	\$3,000
EA	5,000.00		1	\$5,000
LF	50.00		85	\$4,250
LF	50.00		60	\$3,000
LF	45.00		60	\$2,700
EA			6	\$15,000
LS				\$1,500
LS				\$1,500
LS			1	\$350
				<b>\$36,300</b>
LF	50.00		60	\$3,000

QTY	TOTAL
	\$10,000
	\$5,000
	\$500
200	\$800
	\$13,000
	<b>\$29,300</b>
142	\$426
0	\$0
	\$1,000
	\$0
	\$0
	<b>\$1,426</b>
1000	\$1,500
1000	\$4,000
2000	\$12,000
1000	\$13,000
1000	\$21,000
	\$0
	\$0
	<b>\$51,500</b>
886	\$17,942
1593	\$43,808
2320	\$13,920
670	\$1,407
	\$1,500
	<b>\$78,577</b>
1	\$3,000
1	\$5,000
85	\$4,250
60	\$3,000
60	\$2,700
6	\$15,000
	\$1,500
	\$1,500
1	\$350
	<b>\$36,300</b>
60	\$3,000

**\$174,400**

**\$0**

**\$0**

Fire Protection Line, 6" DI pip & misc.	LF	90.00	60	\$5,400	60	\$5,400	
Gate Valve and tee	LS	5,000.00	1	\$5,000	1	\$5,000	
Fire Hydrants	EA	3,500.00		\$0		\$0	
Chlorination & Testing	LS			\$2,000		\$2,000	
				<b>\$15,400</b>		<b>\$15,400</b>	<b>\$0</b>
<b>02700 - Roof Drainage System</b>							
Downspout Connections	EA	450.00	6	\$2,700	6	\$2,700	
Roof Drain Line	LF	26.00	450	\$11,700	450	\$11,700	
Drainage Manholes	EA	2,500.00	4	\$10,000	4	\$10,000	
Cultec 180HD with Stone - Installed	EA	825.00	60	\$49,500		\$0	
				<b>\$73,900</b>		<b>\$24,400</b>	<b>\$49,500</b>
<b>02720 - Stormwater Systems</b>							
12" Drainage pipe, HDPE	LF	30.00	420	\$12,600		\$0	
Drainage Catchbasins	EA	2,500.00	3	\$7,500		\$0	
Cultec 180HD with Stone - Installed	EA	825.00	130	\$107,250		\$0	
Subgrade Stormwater Detention System	LS					\$25,000	
Drainage Manholes	EA	2,500.00	1	\$2,500		\$0	
Stormwater Pre-treatment units	LS			\$20,000		\$0	
Flared End Outlet	LS			\$750		\$0	
Stone weirs	LF	40.00	55	\$2,200		\$0	
Specialized Detention Basin Outlets	LS			\$3,500		\$0	
Emergency overflow	LS			\$2,500		\$0	
Water Quality Swale	LS			\$2,500		\$0	
				<b>\$161,300</b>		<b>\$25,000</b>	<b>\$136,300</b>
<b>02800 - Site Improvements &amp; Features</b>							
Signage	LS			\$1,250		\$1,250	
Dumpster, fence and gate	EA	4,000.00	1	\$4,000	1	\$4,000	
Guide Rails along back of parking	LF	25.00	250	\$6,250		\$0	
Misc. Improvements	LS			\$5,000		\$0	
				<b>\$16,500</b>		<b>\$5,250</b>	<b>\$11,250</b>
<b>03300 - Large Block Segmental Retaining Wall</b>							
Site Retaining Walls	SF	41.00	1700	\$69,700	640	\$26,240	
Chainlink Fence along Wall	SF	28.00	375	\$10,500	160	\$4,480	
				<b>\$80,200</b>		<b>\$30,720</b>	<b>\$49,480</b>
<b>Contingency Provisions</b>							
Subtotal Site-related Construction Cost				\$734,977.00		\$297,873.00	<b>\$437,104</b>
10% Contingency				\$73,498		\$29,787	<b>\$43,710</b>
<b>TOTAL SITE WORK CONSTRUCTION COSTS</b>							<b>\$480,814</b>
<b>Cost to Acquire Property</b>				<b>\$808,475</b>			<b>\$480,814</b>
				\$199,000		\$325,000	<b>(\$126,000)</b>
Subtotal without Road				\$1,007,475		\$652,660	<b>\$354,814</b>
<b>Roadway Construction</b>							
Secondary Access Road-Station Ave. to Broadmeadow				\$700,000			<b>\$700,000</b>
<b>TOTAL</b>				<b>\$1,707,475</b>		<b>\$652,660</b>	<b>\$1,054,814</b>

# **ANTICIPATED PROJECT COSTS FOR NEW FIRE STATION 279 MAIN STREET VS. 23 STATION AVENUE**

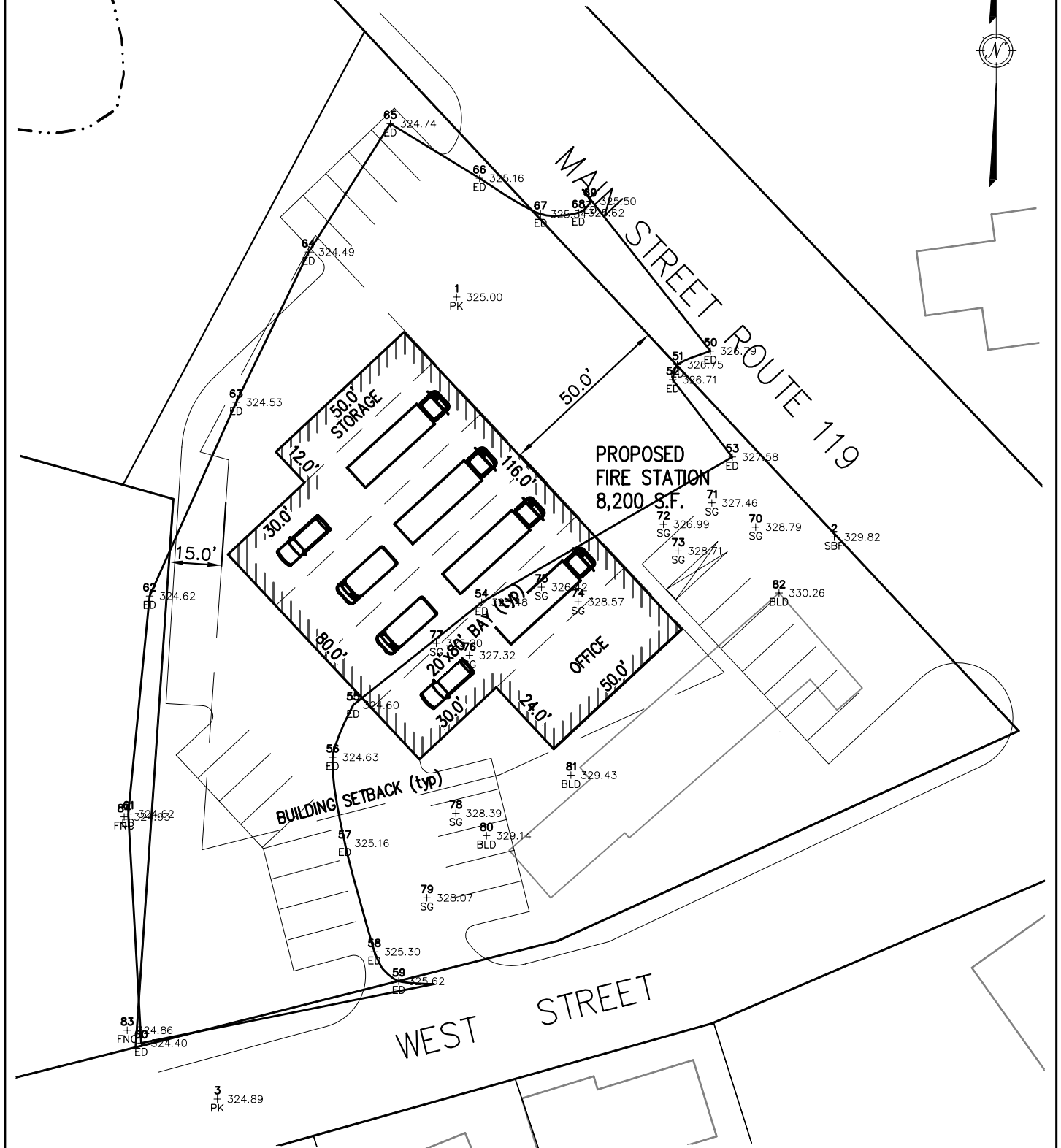
<u>CATEGORY</u>	<u>279 Main Street</u>	<u>Anticipated Additional Tax Impact</u>	<u>23 Station Ave</u>	<u>Anticipated Additional Tax Impact</u>	<u>Funding Source</u>
Land Acquisition	\$ 325,000		\$ 199,000		Stabilization Fund/ Ambulance Receipts
Design Engineering (10% of construction and Additional Site Preparation Costs)	\$ 500,000		\$ 550,000		Bond Obligation
Construction Costs (estimated)	\$ 5,000,000		\$ 5,000,000		Bond Obligation
Additional Site Preparation Costs	\$ -		\$ 480,814		Bond Obligation
Road Construction to Broadmeadow	\$ -		\$ 700,000		Bond Obligation
<b>TOTAL PROJECT COST</b>	<b>\$ 5,825,000</b>		<b>\$ 6,929,814</b>		<b>Bond Obligation</b>
AMOUNT NEEDED TO BOND	\$ 5,500,000		\$ 6,730,814		
ANNUAL DEBT SERVICE (LEVEL DEBT) Anticipated Interest Rate of 4.35% at 20 years	\$ 416,734	\$0	\$ 508,397	\$ 0.33 or \$132 per year on average home	
<b>TOTAL COST OF DEBT SERVICE</b>	<b>\$ 8,334,680</b>	<b>\$0</b>	<b>\$ 10,167,940</b>	<b>\$ 2,640</b>	

*The Town currently has set aside \$400,000 of levy capacity within the levy limit to fund debt service on this project, thereby not requiring a Debt Exclusion Override of Proposition 2½. It is anticipated that the Debt Service on a \$5.5 million project will not require a debt exclusion. By increasing the bond obligation to \$6.7 million may require a debt exclusion override or a reduction in other parts of the municipal budget to meet the additional \$91,663 per year for a \$6.7 million project. Should that happen, it is anticipated that the average tax bill will see an increase of \$132 per year for 20 years.*

# CONCEPTUAL PLAN

## 279 MAIN STREET FIRE STATION

1" = 40'



PREPARED FOR THE GROTON FIRE DEPT. BY:



**DUCHARME & DILLIS**

**CIVIL DESIGN GROUP, INC.**

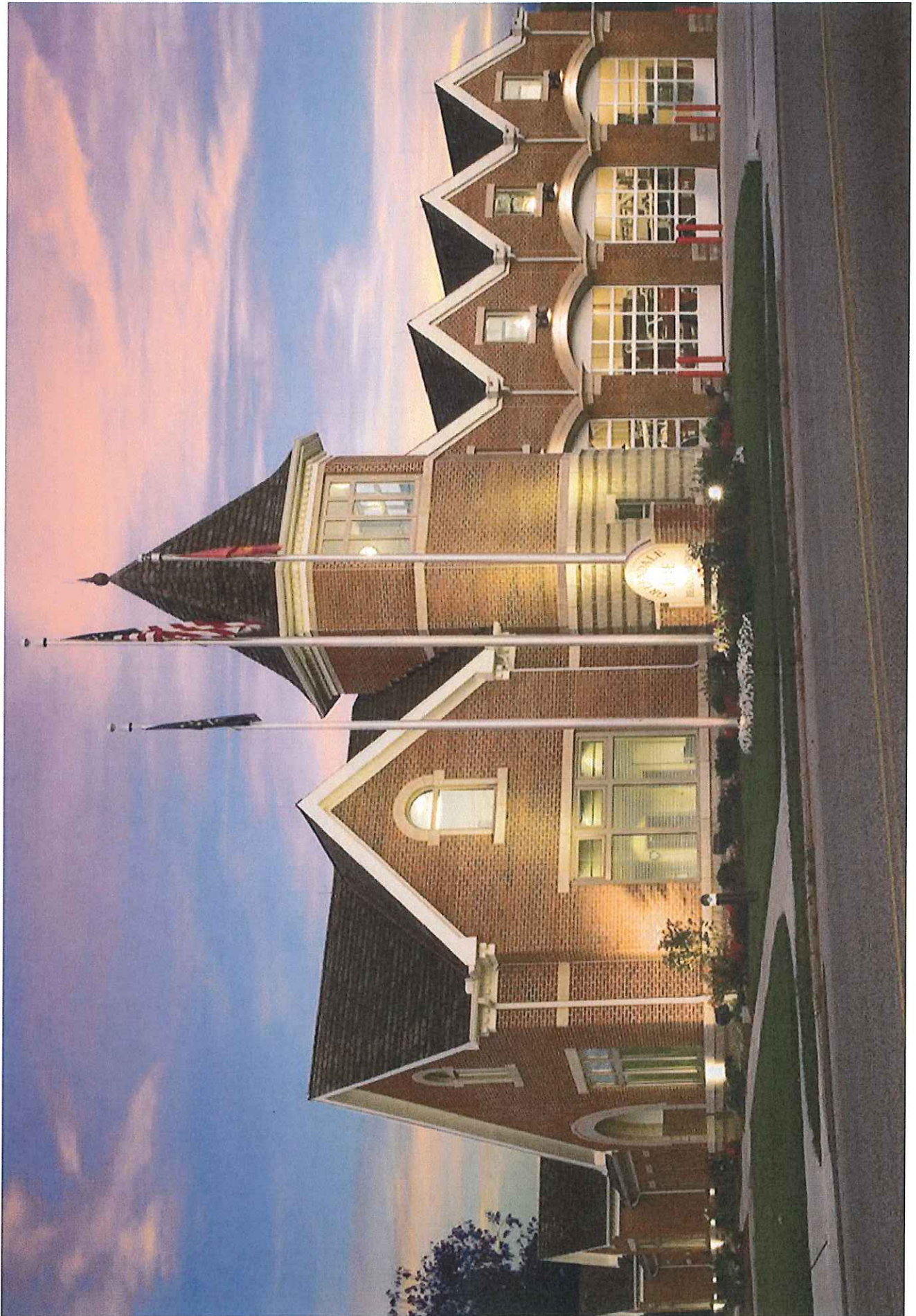
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BOLTON, MASSACHUSETTS 01740

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www.ddcdg.com

THIS PLAN IS BASED ON THE GROTON  
ASSESSORS MAPS AND GROTON GIS

THIS PLAN IS INTENDED TO SHOW THE  
POSSIBLE LOCATION OF A FIRE STATION.





Date: \_\_\_\_\_

[illegible]