

SPRING 2011 TOWN MEETING INFORMATION



PACKET

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**SPRING TOWN MEETING
MOTIONS
APRIL 25, 2011**

ARTICLE 1: HEAR REPORTS

Mover: Stuart Schulman

MOTION: I move that the Town vote to hear and act on the report of the Board of Selectmen and other Town Officers and Committees.

Quantum of Town Meeting Vote: Majority

Scheduled to Give Reports: Planning Board
Community Preservation Committee
Center Fire Station Location Committee
West Groton Sewer Committee

ARTICLE 2: APPLY FOR GRANTS

Mover: Stuart Schulman

MOTION: I move that the Town vote to authorize the Board of Selectmen to apply for Federal and State Grants for which the Town is or may be eligible and to expend the funds received thereunder.

Quantum of Town Meeting Vote: Majority

ARTICLE 3: ELECTED OFFICIALS' COMPENSATION

Mover: Stuart Schulman

MOTION: I move that the Town vote to allow the following compensation for the following elected officials:

Selectman (four)	\$ 760	Town Clerk	\$ 63,000
Board of Selectmen, Chairman	\$ 910	Town Moderator	\$ 65
Board of Assessors, Chairman	\$ 910	Assessor (two)	\$ 760

for the ensuing year.

Quantum of Town Meeting Vote: Majority

ARTICLE 4: WAGE AND CLASSIFICATION SCHEDULE

Mover: George Dillon

MOTION: I move that the Town vote to amend and adopt for Fiscal Year 2012 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2011 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

ARTICLE 5: FISCAL YEAR 2012 OPERATING BUDGET Mover: George Dillon

MOTION: I move that the Town vote to raise and appropriate and transfer from available funds such sums of money as may be necessary to defray the expenses of the Town for the next Fiscal Year (2012) and act on the budget of the Finance Committee.

Quantum of Town Meeting Vote: Majority

MOTION 1: GENERAL GOVERNMENT Mover: Jay Prager

MOTION: I move that the Town vote to raise and appropriate the sum of \$1,572,840 for General Government as represented by lines 1000 through 1182 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 2: LAND USE DEPARTMENTS Mover: Michael Flynn

MOTION: I move that the Town vote to raise and appropriate the sum of \$373,528 for Land Use Departments as represented by lines 1200 through 1281 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 3: PROTECTION OF PERSONS & PROPERTY Mover: Steven Webber

MOTION: I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$110,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$2,547,966 for a total of \$2,657,966 for Protection of Persons and Property as represented by lines 1300 through 1372 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 4: SCHOOLS Mover: Robert Hargraves

a.) Nashoba Valley Regional Technical High School

MOTION: I move that the Town vote to raise and appropriate the sum of \$460,799 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

Quantum of Town Meeting Vote: Majority

b.) Groton Dunstable Regional School District

MOTION: I move that the Town vote to raise and appropriate the sum of \$16,042,856 for the Groton Dunstable Regional School District as represented by Lines 1410 through 1413 in the Budget.

Quantum of Town Meeting Vote: Majority

MOTION 5: DEPARTMENT OF PUBLIC WORKS Mover: Joseph Crowley

MOTION: I move that the Town vote to raise and appropriate the sum of \$1,894,629 for the Department of Public Works as represented by lines 1500 through 1561 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 6: LIBRARY AND CITIZEN'S SERVICES Mover: Peter DiFranco

MOTION: I move that the Town vote to raise and appropriate the sum of \$1,529,841 for Library and Citizen's Services as represented by lines 1600 through 1703 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 7: DEBT SERVICE Mover: Joseph Crowley

MOTION: I move that the Town vote to raise and appropriate the sum of \$959,402 for Debt Service as represented by lines 2000 through 2007 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 8: EMPLOYEE BENEFITS Mover: Robert Hargraves

MOTION: I move that the Town vote to raise and appropriate the sum of \$2,996,922 for Employee Benefits as represented by lines 3000 through 3012 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 9: WATER ENTERPRISE

Mover: Steven Webber

MOTION: I move that the Town vote to appropriate from Water Rates and Fees the sum of \$950,169 to the Water Enterprise Fund for FY 2012 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Quantum of Town Meeting Vote: Majority

MOTION 10: SEWER ENTERPRISE

Mover: Steven Webber

MOTION: I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$66,387 and to appropriate from Sewer Rates and Fees the sum of \$683,238 for a total of \$749,625 to the Sewer Enterprise Fund for FY2012 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Quantum of Town Meeting Vote: Majority

Motion 11: ELECTRIC LIGHT

Mover: Gary Green

MOTION: I move that that the Town vote to appropriate the income from the sale of electricity to private consumers or for electricity supplied to municipal buildings or from municipal power and from the sale of jobbing during Fiscal 2012 for the Groton Electric Light Department; the whole to be expended by the Manager of that department under the direction and control of the Board of Electric Light Commissioners for the expenses of the ensuing fiscal year as defined in Section 57 of Chapter 164 of the General Laws of the Commonwealth. The total fund to be appropriated is -0-.

Quantum of Town Meeting Vote: Majority

ARTICLE 6: FISCAL YEAR 2012 CAPITAL BUDGET

Mover: George Dillon

Motion 1: Transfer Station – Baler

\$50,000

MOTION: I move that the Town vote to raise and appropriate the sum of \$50,000 to purchase a Baler for the Transfer Station, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

Motion 2: Highway Department - Front End Loader

\$135,000

MOTION: I move that the Town vote to raise and appropriate the sum of \$135,000 to purchase a Front End Loader for the Highway Department, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

Motion 3: Town Manager - IT Infrastructure \$41,000

MOTION: I move that the Town vote to raise and appropriate the sum of \$41,000, to be expended by the Town Manager, for various IT Infrastructure improvements as outlined in the 2012 – 2016 Capital Plan on file in the Office of the Town Clerk.

Quantum of Town Meeting Vote: Majority

Motion 4: Planning Board - Master Plan Update \$25,000

MOTION: I move that the Town vote to raise and appropriate the sum of \$25,000 for the Planning Board to complete Phase II of the Master Plan Update as originally voted under Article 6 of the October 19, 2009 Fall Town Meeting.

Quantum of Town Meeting Vote: Majority

Motion 5: Police Department – Police Cruisers \$59,955

MOTION: I move that the Town vote to raise and appropriate the sum of \$59,955 for the Police Department to purchase and equip two (2) new police cruisers, and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

Motion 6: Pool & Golf Center – Rough Mower \$10,200

MOTION: I move that the Town vote to raise and appropriate the sum of \$10,200 for the purpose of entering into a five (5) year lease and purchase agreement to secure a Rough Mower for the Groton Pool and Golf Center, and to authorize the Board of Selectmen to enter into a lease for a period of time greater than three (3) years, but less than ten (10) years.

Quantum of Town Meeting Vote: Majority

Motion 7: Fire Department - Forestry 2 Conversion \$25,000

MOTION: I move that the Town vote to raise and appropriate the sum of \$25,000 for the Fire Department to convert a former ambulance into a Forestry Unit to replace the current Forestry Unit #2 of the Fire Department, and all cost associated and related thereto.

Quantum of Town Meeting Vote: Majority

Motion 8: Fire Department - 4X4 Pick-Up Truck \$36,000

MOTION: I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$36,000 to purchase a new 4X4 Pick-Up Truck , and all costs associated and related thereto.

Quantum of Town Meeting Vote: Majority

ARTICLE 7: NVTSDC – CREATE STABILIZATION FUND Mover: Peter Cunningham

MOTION: I move that the Town vote to approve the Nashoba Valley Technical School District Committee’s vote on December 14, 2010 to establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law, and to set up an operational line item for the transfer of available monies into said Stabilization Fund.

Quantum of Town Meeting Vote: Majority

ARTICLE 8: STORMWATER REVOLVING FUND Mover: Anna Eliot

MOTION: I move that the Town vote to renew the revolving account under Chapter 44, §53E½ of the General Laws for the purpose of utilizing receipts and fees received under Chapter 198 of the Code of the Town of Groton, Stormwater Management - Low Impact Development, said receipts and fees to be credited to said account and expended by the Earth Removal Stormwater Advisory Committee for administration, oversight and review activities under Chapter 198, with the maximum amount to be expended in said account not to exceed \$10,000 for Fiscal Year 2012.

Quantum of Town Meeting Vote: Majority

ARTICLE 9: CONSCOM REVOLVING FUND Mover: Anna Eliot

MOTION: I move that the Town vote to renew the revolving account under Massachusetts General Laws, Chapter 44, §53E½ for the purpose of utilizing receipts and fees received for agricultural or silvicultural activities conducted on Town-owned conservation land under the care and custody of the Conservation Commission, said receipts and fees to be credited to said account and expended by the Conservation Commission for oversight and management of conservation lands owned by the Town, with the maximum amount in said account not to exceed \$25,000 for Fiscal Year 2012.

Quantum of Town Meeting Vote: Majority

ARTICLE 10: ACCEPT LAW INCREASING EXEMPTION Mover: Anna Eliot

MOTION: I move that the Town vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow an additional property tax exemption for Fiscal year 2011 for those persons who qualify for property tax exemptions under Massachusetts General Laws, Chapter 59, Section 5, not to exceed \$1,000.

Quantum of Town Meeting Vote: Majority

ARTICLE 11: UPDATE WRP DISTRICT MAP

Mover: Joshua Degen

MOTION: I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by deleting paragraph C of Section 218-30, Water Resource Protection Overlay Districts, and inserting in its place a new paragraph C as set forth in the Warrant.

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

ARTICLE 12: TOWN CENTER OVERLAY DISTRICT

Mover: Stuart Schulman

MOTION: I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton to create a new Town Center Overlay District as set forth in the Warrant and as on file in the Office of the Town Clerk.

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

ARTICLE 13: 134 MAIN ST – PRIORITY DEVELOPMENT

Mover: Josh Degen

MOTION: I move that the Town vote to approve the filing of a Priority Development Site Amendment Application with the Massachusetts Permit Regulatory Office for the designation of land at 134 Main Street, shown on Assessors' Map 113 as Parcel 9, to be added to the existing Station Avenue Priority Development Site, pursuant to Massachusetts General Laws Chapter 43D, and that the Priority Development Site be designated as the "Town Center Priority Development Site".

Quantum of Town Meeting Vote: Majority

ARTICLE 14: CPC FUNDING ACCOUNTS

Mover: Peter Cunningham

MOTION: I move that the Fiscal Year 2012 revenues to the Community Preservation Fund be divided into the following sub accounts to be administered by the Community Preservation Committee as follows:

CPC Operating Expenses:	\$ 34,250
Open Space Reserve:	\$ 68,500
Historic Resource Reserve:	\$ 68,500
Community Housing Reserve:	\$ 68,500
Unallocated Reserve:	\$479,500

Quantum of Town Meeting Vote: Majority

ARTICLE 15: CPC FUNDING RECOMMENDATIONS

MOTION 1: Housing Trust Fund

Mover: Joshua Degen

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$412,000 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2012-01 "Affordable Housing Trust Fund".

Quantum of Town Meeting Vote: Majority

MOTION 2: Allocation to the Conservation Land Fund

Mover: Anna Eliot

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$75,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2012-02 "Conservation Land Fund".

Quantum of Town Meeting Vote: Majority

MOTION 3: Historic Records Preservation – Phase IV

Mover: George Dillon

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$50,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2012-03 "Historic Records Preservation".

Quantum of Town Meeting Vote: Majority

MOTION 4: Prescott School Feasibility Assessment

Mover: George Dillon

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$25,350 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2012-04 "Prescott School Reuse Feasibility Assessment".

Quantum of Town Meeting Vote: Majority

MOTION 5: Rehabilitation of Governor Boutwell House

Mover: George Dillon

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$159,025 from the Community Preservation Fund Historic Resource Reserve and to appropriate the sum of \$17,500 from the Community Preservation Fund Unallocated Reserve for a total of \$176,525 to fund Community Preservation Application 2012-05 "Rehabilitation of Governor Boutwell House".

Quantum of Town Meeting Vote: Majority

ARTICLE 16: DEBT SERVICE FOR SURRENDEN FARMS **Mover: Stuart Schulman**

MOTION: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$90,000 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$397,113 from the Community Preservation Fund Unallocated Reserve for a total of \$487,113 for debt service for Fiscal Year 2012 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting.

Quantum of Town Meeting Vote: Majority

ARTICLE 17: TAX TITLE LAND TO THE CONSCOM **Mover: Peter Cunningham**

MOTION: I move that the Town vote to transfer the care and custody of the parcels listed in Article 17 of the Warrant obtained through tax title foreclosure to the Conservation Commission, to be held for conservation purposes in accordance with M.G.L. c. 40, §8C.

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

ARTICLE 18: SKYFIELDS DRIVE – CONNECT TO SEWER **Mover: Joshua Degen**

MOTION: I move that this Article be Indefinitely Postponed.

Quantum of Town Meeting Vote: Majority

ARTICLE 19: TRANSFER OF LAND **Mover: Joshua Degen**

MOTION: I move that the Town vote to transfer the care and custody of all or a portion of the so-called Brown Loaf property, shown on Assessors' Map 234 as parcels 4 and 18.1, from the Board of Selectmen to the Conservation Commission for conservation purposes, said transfer to take effect only upon the filing with the Town Clerk of the Board of Selectmen's written determination that such property is no longer needed by the Board of Selectmen for general municipal purposes.

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

ARTICLE 20: CITIZENS' PETITION

Mover: Anna Eliot

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, and as shown most recently on the plan approved under Article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors' Lot 114-13 (14 Old Ayer Road), but only for the exclusive use of Lawrence Academy, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments, or otherwise.

Quantum of Town Meeting Vote: Majority

ARTICLE 21: CITIZENS' PETITION

Mover: Peter Cunningham

MOTION: I move that the Town vote to discontinue as a public way and/or relocate the entire way that lies between Parcels 1738 and 1739 as shown on a plan entitled "Lost Lake" that was recorded on February 17, 1926 with the Middlesex South District Registry of Deeds as Plan 844 (B of 4) and to authorize the Board of Selectmen to convey all and whatever rights, title and interests the Town and the public may hold in said way to Phillip DeFreitas and Carolyn DeFreitas and/or to relocate said way, on such terms and conditions and for such consideration as the Selectmen deem appropriate. Said way is part of the parcel identified in the Assessors records as Map 129, Lot 196.

Quantum of Town Meeting Vote: Majority

ARTICLE 22: CITIZENS' PETITION

Mover: Peter Cunningham

MOTION: I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by amending Sections 214-4 Definitions, 218-13 Schedule of Use Regulations, and 218-16 Site Plan Review, and adding a new Section 218-25.3 entitled "Large-Scale Ground-Mounted Solar Photovoltaic Facilities", as set forth in the copy on file in the Office of the Town Clerk.

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

**SPECIAL TOWN MEETING
MOTIONS
APRIL 25, 2011**

ARTICLE 1: CURRENT YEAR LINE ITEM TRANSFERS

Mover: George Dillon

MOTION: I move that the Town vote to transfer the following sums of money within the Fiscal Year 2011 Town Operating Budget:

Transfer funds from:

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1700 – Groton Country Club Salaries	\$ 29,650
1701 – Groton Country Club Wages	\$ 4,000
1703 – Groton Country Club Minor Capital	\$ 15,000
1370 – Police & Fire Communications Wages	\$ 50,000
1160 – Insurance and Bonding	\$ 30,000
3000 – Employee Benefits – County Retirement	<u>\$ 13,000</u>
Total	\$141,650

Transfer funds to:

<u>Line Item</u>	<u>Amount Transferred To</u>
1072 – Treasurer/Tax Collector Expenses	\$ 3,000
1702 – Groton Country Club Expenses	\$ 48,650
3012 – Medicare/Social Security	\$ 10,000
1311 – Fire Department Wages	\$ 20,000
1312 – Fire Department Expenses	\$ 10,000
1101 – Information Technology Expenses	\$ 4,500
1622 – Veteran's Service Officer Veteran's Benefits	\$ 10,000
1250 – Mechanical Inspector Fee Salaries	\$ 2,000
1280 – Sealer of Weights and Measures Fee Salaries	\$ 500
1052 – Town Accountant Expenses	\$ 3,000
1080 – Town Counsel Expenses	<u>\$ 30,000</u>
Total	\$141,650

Quantum of Town Meeting Vote: Majority

ARTICLE 2: TRANSFER WITHIN WATER FUND

Mover: Joshua Degen

MOTION: I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$50,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2011 Water Department Budget.

Quantum of Town Meeting Vote: Majority

ARTICLE 3: TRANSFER WITHIN SEWER FUND

Mover: Stuart Schulman

MOTION: I move that the Town vote to authorize the Groton Sewer Department to transfer the sum of \$50,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2011 Sewer Department Budget.

Quantum of Town Meeting Vote: Majority

ARTICLE 4: PRIOR YEAR BILLS

Mover: Stuart Schulman

MOTION: I move that this Article be Indefinitely Postponed.

Quantum of Town Meeting Vote: Majority

ARTICLE 5: AMEND VOTE UNDER ARTICLE 20

Mover: Anna Eliot

MOTION: I move that the Town vote to amend the vote taken under Article 20 of the warrant for the 2010 Fall Town Meeting by approving and authorizing the transfer of custody of the following Town land to the Groton Electric Light Department for the purpose of sale, lease or other conveyance or transfer to the Groton Electric Cooperative or other eligible entity: a portion of Assessors' parcel 113-53 and a portion of Assessors' parcel 113-54; and to authorize the Board of Selectmen and the Board of Electric Light Commissioners to execute, on behalf of the Town and Electric Light Department, all documents necessary to accomplish such conveyance or transfer.

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

ARTICLE 6: PURCHASE MAIN STREET PARCELS

Mover: Stuart Schulman

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 \$300,000 and appropriate from Emergency Medical Services Receipts Reserved the sum of \$175,000, for a total of \$475,000 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

APPENDIX B

FACTOR: 1.0000

**Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2012 (Effective July 1, 2011)**

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
4	Salary	32,226	33,231	34,263	35,318	36,397	37,526	38,680	39,883
	Wages Park Department Office Assistant	15.49	15.97	16.47	16.99	17.50	18.04	18.60	19.17
5	Salary	34,066	35,121	36,202	37,331	38,484	39,662	40,889	42,165
	Wages Town Manager Office Assistant	16.71	17.22	17.75	18.31	18.87	19.45	20.05	20.68
7	Salary	40,325	41,576	42,852	44,178	45,552	46,951	48,399	49,896
	Wages Administrative Assistant to Police Chief	19.38	19.99	20.60	21.24	21.90	22.57	23.26	24.00
8	Salary Cable TV Access Programming Director	44,718	46,092	47,515	48,988	50,510	52,080	53,701	55,369
	Wages	21.49	22.17	22.85	23.56	24.28	25.03	25.82	26.62
9	Salary Executive Assistant to Town Manager	45,797	47,222	48,694	50,191	51,737	53,332	54,977	56,670
	Wages Firefighter/EMT	22.01	22.69	23.41	24.13	24.87	25.65	26.43	27.24
10	Salary Golf Course Superintendent	52,522	54,142	55,811	57,529	59,321	61,161	63,052	64,990
	Wages Fire/EMS Manager	25.26	26.02	26.82	27.65	28.51	29.41	30.31	31.25
11	Salary Human Resources Director	56,425	58,167	59,959	61,824	63,739	65,702	67,739	69,826
	Wages	27.13	27.97	28.83	29.72	30.65	31.59	32.56	33.57
12	Salary	56,596	58,339	60,155	62,021	63,935	65,923	67,960	70,071
	Wages	27.21	28.05	28.92	29.83	30.74	31.70	32.67	33.69

APPENDIX B

FACTOR: 1.0000

**Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2012 (Effective July 1, 2011)**

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
13	Salary Library Director Town Accountant	58,118	59,910	61,750	63,665	65,629	67,666	69,752	71,912
	Wages	27.94	28.80	29.68	30.61	31.55	32.53	33.54	34.58
14	Salary Building Inspector/Zoning Officer Treasurer/Tax Collector Water Department Manager Land Use Director/Town Planner Principal Assessor	58,609	60,426	62,290	64,205	66,193	68,229	70,341	72,525
	Wages	28.18	29.05	29.94	30.86	31.82	32.81	33.81	34.87
15	Salary Police Lieutenant	61,800	63,714	65,677	67,715	69,800	71,960	74,194	76,476
	Wages	29.71	30.64	31.58	32.55	33.56	34.60	35.66	36.76
16	Salary Police Captain IT Manager Pool & Golf General Manager	64,034	65,998	68,058	70,169	72,329	74,562	76,870	79,249
	Wages	31.40	32.36	33.37	34.41	35.47	36.56	37.70	38.86
17	Salary Director of Public Works	71,739	73,949	76,231	78,588	81,017	83,520	86,098	88,748
	Wages	34.48	35.54	36.65	37.78	38.95	40.16	41.38	42.66
18	Salary Fire Chief Police Chief	77,581	79,986	82,465	85,017	87,643	90,343	93,142	96,013
	Wages	37.30	38.45	39.64	40.87	42.13	43.44	44.78	46.16
19	Salary	79,618	82,072	84,601	87,227	89,926	92,700	95,571	98,516
	Wages	38.27	39.46	40.68	41.93	43.23	44.58	45.95	47.36
20	Salary	85,370	87,931	90,569	93,285	96,084	98,967	101,936	104,994
	Wages	41.04	42.27	43.54	44.85	46.19	47.58	49.01	50.48

**APPENDIX B
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS**

NON-STEP AND STIPEND POSITIONS

FIRE/EMS DEPARTMENT

Deputy Chief: Fire	22.83
Deputy Chief: EMS	22.44
Rescue Advisory	1.00
Call Captain: Fire	22.09
Call Captain: EMS	22.09
Call Lieutenant: Fire	21.65
Call Lieutenant: EMS	21.65
Call Lieutenant: Rescue	21.65
Call Firefighter	18.94
Call Emergency Medical Technician	18.94
Call Rescue Personnel	18.94
Probationary Firefighter	15.77
Probationary Emergency Medical Technician	15.77
Probationary Rescue Personnel	15.77

MISCELLANEOUS

Veteran's Agent	1,742
Director of Veteran's Services	1,742
Earth Removal Inspector	1.00
Dog Officer	13,973
Animal Inspector	2,082
Animal Control Officer	2,082
Town Diarist	1.00
Keeper of the Town Clock	1.00
Conservation Land Manager	14.07
Parking Attendant	10.20
Graves Registration Officer	250
Emergency Management Director	1,270
Election Worker: Warden	Minimum Wage
Election Worker: Precint Clerk	Minimum Wage
Election Worker: Inspectors (Checker)	Minimum Wage

Pool and Golf Center Seasonal Employees

Pro Shop Staff	8.50 - 9.50
Snack Bar/Lounge Staff	8.00 - 10.00
Pool Staff	
Lifeguards	8.00 - 9.25
Camp Staff	
Counselors	8.00 - 10.00
Assistant Director	12.00
Buildings & Grounds	
Grounds Crew Staff	10.00 - 20.00

TOWN OF GROTON



REPORT OF THE FINANCE COMMITTEE

Joseph Crowley
Peter J. DiFranco
Michael F. Flynn
Gary Green
Robert Hargraves
Jay M. Prager – Chair
Steve Webber – Vice Chair

2011 SPRING TOWN MEETING

Beginning Monday, April 25, 2011 @ 7:00 PM
Groton-Dunstable Middle School Auditorium
344 Main Street, Groton, Massachusetts 01450

Introduction:

Despite continuing economic uncertainty, and continuing reductions in state municipal aid, we are pleased to be able, once again, to present a balanced FY2012 budget with only a small increase in the average resident tax bill.

Balancing the budget this year was not a foregone conclusion. Initial FY2012 budget estimates, based upon past year trends and level services, suggested that some reductions in staff and/or services would be required to balance the Town's budget. That this did not come to pass was because one of the principal trends – the year-over-year increase in the Groton-Dunstable Regional School District appropriation request – was thankfully and fortuitously interrupted. This past February, the Groton-Dunstable Regional School District leadership did something remarkable: they presented Groton and Dunstable with a FY2012 budget that was almost a quarter-of-a-million dollars *lower* than their prior year budget. The new Superintendent, his staff and the School Committee deserve thanks and praise for the leadership and thinking that went into the development of their FY2012 operating plan. Groton's total overall funding for the schools, inclusive of both GDRSD and Nashoba Valley Regional Technical High School (whose assessment also came in lower than its prior year assessment), will be nearly \$300,000 less in FY2012 than it was in FY2011.

Exclusive of the schools and capital budget expenditures, the municipal operating budget increased by about \$350,000 – about 77% of this increase was due to increased employee benefits costs; the balance was primarily due to contractual step wage increases.

The Finance Committee met regularly with the Town Manager, Selectmen and town department heads during FY2011, enabling us to approach the FY2012 budget season with a better understanding of the Town's needs. This process proved valuable in enabling us to better understand department needs and to come to agreement on a balanced budget with a minimum of last minute fact-finding and negotiation.

As in past years, the Finance Committee has taken what it believes to be a responsible and cautious approach to budgeting and spending. As a result, Groton's financial condition is better than many other cities and towns in the Commonwealth. The economic picture, however, remains cloudy. The Town saw reductions in state funding during FY2009, FY2010 and FY2011 and state government has projected a further small reduction in FY2012. As in past years, the Finance Committee believes that Groton should continue to budget, act and spend responsibly and cautiously going forward.

2011 Spring Town Meeting Budget and Warrant:

Any differences between the Town Manager's initial budget and the budget being presented by the Finance Committee at Town Meeting were discussed and resolved cooperatively.

A few Warrant articles will be voted on by the Finance Committee when it meets on the day of Town Meeting. Any issues that result from those votes will be discussed at Town Meeting.

This is the first year that the former Groton Country Club (now the Groton Pool & Golf Center) is included in the budget as a Town Department. This change, having been approved by voters at a previous Town Meeting, means that the Town will be responsible for any shortfall, or be the recipient of any profit, associated with the operation of the Center. It is important that the Town have a clear strategy and plan for dealing with this department should future circumstances warrant.

Additional Comments:

Schools

The most important factor driving this year's balanced budget was the reduction in overall school funding. If FY2012 school funding had followed historical trends we would have faced some hard decisions at this Town Meeting: cut municipal services, pass an override, or both. On the one hand, we are thankful for this reprieve; on the other hand, it is unrealistic to assume that school funding will remain level in future years. Rather, we must view the restructuring of the GDRSD budget as resetting the baseline for inevitable future increases. School funding accounts for nearly half of our total Town budget, so a 5% increase in school spending in any year would require an approximately 2.5% increase in the Town's tax collections – essentially all of Groton's discretionary taxing authority under Proposition 2 ½.

For several years we, and our counterparts in Dunstable, have asked the GDRSD to provide us with a realistic three year budget projection that estimates revenues and expenses based on current enrollment trends and that includes detailed compensation information based upon known contractual obligations and reasonable staffing projections. This would inform Townspeople and enable the Towns to be more realistic in their own future financial planning. Past administrations have not complied with our request; we hope that the new administration will be more forthcoming.

Employee Compensation and Benefits:

The following comment was included in the last two Finance Committee reports. We think it is worth repeating:

Municipal wage and benefits increases, and unfunded defined-benefit pension liabilities, are significant issues facing communities today. Municipal employees, both union and non-union, typically receive a pre-negotiated increase each year along with "step", "longevity", "lane change" and other increases that rarely relate to the quality of the employee's performance. Too often, these increases are negotiated based upon what employees in another town, or another union within town, are receiving – a surefire way to ensure a never-ending upward spiral in compensation, irrespective of community

economic conditions and the actual market cost of hiring qualified individuals. Most, if not all, of our town union contracts are coming up for renewal. We think the Town Manager and the Selectmen should propose contracts that better reflect community equity and wage standards; that provide contingencies that make forward-looking wage increases subject to economic realities; and that offer “pay-for-performance” to incentivize and reward performance, productivity and effectiveness.

Starting next year, taxpayers in the Commonwealth will be required by law to make up the shortfall in the state’s retirement pension funds [Note in 2011: Groton taxpayers are now being assessed approximately \$100,000 each year to fund these shortfalls]. The funding will necessarily come from Town operating budgets, requiring cities and towns to either raise taxes, find offsetting budget reductions or reduce services. Paradoxically, this additional tax load, which will be used to guarantee that government employees receive their full retirement benefits, comes at time when many taxpayers are still trying to figure out how to make up for losses in their own personal IRA and 401(k) retirement savings. We don’t deny public employees a fair and equitable retirement system. Pension reform, however, is another overdue priority that sorely needs attention.

Respectfully Submitted by the
Groton Finance Committee,

Joseph Crowley
Peter J. DiFranco
Michael F. Flynn
Gary Green
Robert Hargraves
Jay M. Prager – Chair
Steve Weber – Vice-Chair

April 19, 2011

Nashoba Valley Technical School District



Fiscal Year 2012 Budget Groton Town Meeting April 25, 2011

*Dr. Judith L. Klimkiewicz
Superintendent of Schools*

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Contents

- Massachusetts Vocational Technical Education
- NVTHS statistics:
 - Enrollment & Minimum Contribution trends
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- Current State Funding Formula
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- Questions

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Vocational-Technical Education in Massachusetts A Pioneer Institute White Paper

The Massachusetts Business Alliance for Education (MBAE) released a report entitled *Preparing for the Future: Employer Perspectives on Work Readiness Skills, a project to inform educators and policy-makers about the work readiness skills that employers expect of Massachusetts high school graduates...*

“There was general agreement that vocational school graduates are more job-ready than general education or college preparatory high school graduates. In fact, a number of participants felt that vocational high school graduates were often more job-ready than college graduates.”

Also, employers felt that vocational graduates are more team-oriented, disciplined, and prepared to enter the workforce. Graduates of vocational schools were described as having superior soft skills and preparation in comparison to other graduates.

In a tight economic environment, results like these are hard to ignore.

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A Pioneer Institute White Paper Vocational- Technical Education in Massachusetts

➤ Over 50 percent of VTE graduates pursue postsecondary education, and importantly, special education students at Massachusetts VTE schools are counted among those with the highest graduation rates.

Fact: NVTHS averages 60% over the last decade

➤ VTE dropout rates are significantly lower than state average, 1.8 percent versus 3.8 percent.

Fact: NVTHS 0% drop out rate for 2009 and 2010

➤ Every student in the Commonwealth has access to one of the 63 VTE programs throughout the state.

Fact: 70 VTE programs (which includes Chapter 74 Marketing Programs)

➤ VTE’s academic results are due to many factors. They reflect a combination of high expectations by educators and the completion of challenging, rigorous coursework by students. The academic skills necessary for career or college entry and success are gained along with practical knowledge that elevates VTE students to the ranks of experts in their fields.

Fact: NVTHS 100% passage of MCAS for the past 6 years

Fact: NVTHS Highest SAT scores in the 495 belt (Boston Magazine, September 2009, Worcester T & G, October 4, 2009)

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NVTHS Statistics:

Enrollment & Minimum Contribution Trends

Per Pupil Spending

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Minimum Contribution and Enrollment – five year trend

Town	Enrollment					5 yr chg
	10/1/2006	10/2/2007	10/1/2008	10/1/2009	10/1/2010	
Cheshnsford	98	117	133	139	133	36%
Groton	35	43	39	44	36	3%
Littleton	41	42	39	48	48	17%
Pepperell	116	107	124	132	114	-2%
Shirley	44	51	45	52	66	50%
Townsend	73	78	106	109	108	48%
Westford	56	55	53	61	61	9%
Total	463	493	539	585	566	22%

Town	Minimum Contribution					5 yr chg
	FY08	FY09	FY10	FY11	FY12	
Cheshnsford	\$ 1,123,742	\$ 1,334,714	\$ 1,516,819	\$ 1,611,503	\$ 1,604,695	43%
Groton	\$ 257,407	\$ 338,456	\$ 391,078	\$ 459,315	\$ 396,873	54%
Littleton	\$ 464,448	\$ 461,854	\$ 421,191	\$ 514,202	\$ 535,187	15%
Pepperell	\$ 673,465	\$ 653,697	\$ 782,966	\$ 848,887	\$ 788,730	17%
Shirley	\$ 259,760	\$ 337,220	\$ 322,118	\$ 378,071	\$ 478,616	84%
Townsend	\$ 471,316	\$ 508,369	\$ 681,338	\$ 715,704	\$ 759,422	61%
Westford	\$ 493,629	\$ 495,813	\$ 482,706	\$ 576,888	\$ 588,458	19%
	\$ 3,743,767	\$ 4,130,123	\$ 4,598,216	\$ 5,104,570	\$ 5,151,981	38%

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NVTTHS Per Pupil Expense Trend - Actual

<u>Fiscal Year</u>	<u>Enrollment</u>	<u>Spending</u>	<u>Per Pupil</u>	<u>% change</u>
FY05	539.2	\$ 7,916,891	\$ 14,683	
FY06	542.8	\$ 8,487,593	\$ 15,637	6%
FY07	588.2	\$ 8,583,521	\$ 14,593	-7%
FY08	623.8	\$ 9,192,014	\$ 14,736	1%
FY09	646.7	\$ 9,796,298	\$ 15,149	0%
FY10	695.0	\$ 9,971,007	\$ 14,347	-3%

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FY 10 Per Pupil Expenses- Vocational source: Mass DESE Website

	District Name	Total Pupils	Total Expenditures	Total Expenditures per Pupil	Rank
830	MINTEMAN	623	18,049,078	28,962	1
829	SOUTH MIDDLESEX	635	15,870,597	24,981	2
854	NORTH SHORE	448	10,553,082	23,582	3
913	ESSEX AGRICULTURAL	456	10,093,865	22,126	4
806	BLUE HILLS	837	17,526,867	20,948	5
818	FRANKLIN COUNTY	500	10,343,494	20,679	6
815	CAPE COD	672	13,889,629	20,675	7
915	NORFOLK COUNTY	465	9,468,610	20,380	8
823	GREATER LAWRENCE	1,370	27,320,364	19,948	9
860	PATHRINDER	654	12,971,205	19,828	10
872	SOUTHEASTERN	1,295	24,681,728	19,055	11
853	NORTHEAST METROPOLITAN	1,224	23,121,342	18,888	12
801	ASSABET VALLEY	992	18,580,236	18,723	13
871	SHAWSHEEN VALLEY	1,301	24,081,628	18,513	14
885	WHITTIER	1,181	20,811,340	17,617	15
910	BRISTOL COUNTY	435	7,640,587	17,569	16
825	GREATER NEW BEDFORD	2,089	36,372,499	17,409	17
851	NORTHERN BERKSHIRE	503	8,675,316	17,257	18
828	GREATER LOWELL	2,060	35,508,472	17,240	19
832	MONTACHUSETT	1,352	23,196,925	17,154	20
873	SOUTH SHORE	586	10,045,387	17,151	21
821	GREATER FALL RIVER	1,396	23,766,783	17,031	22
855	OLD COLONY	564	9,353,026	16,598	23
876	SOUTHERN WORCESTER	1,128	18,297,606	16,228	24
805	BLACKSTONE VALLEY	1,149	18,629,260	16,208	25
878	TRI COUNTY	994	15,856,236	15,940	26
810	BRISTOL PLYMOUTH	1,226	19,148,311	15,622	27
852	NASHOBA VALLEY	695	9,971,007	14,347	28

Regional Technical Per Pupil Teaching Classes/Instructional and Insurance Benefits

Regional Technical FY 10 Spending Per Pupil All Funds	Rank	Per Pupil class room & Spec Teachers	Per Pupil other teaching services	Total Per Pupil Class/Instr.	Rank L-o-H Classes/Inst ructors	Membership In District	Membership Tuition Out	Total Pupils	Insurance/ Benefits	Rank
NASHOBA VALLEY	1	4,877	220	5,097	1	694	1.0	695	1,901	1
BRISTOL PLYMOUTH	2	5,584	375	5,959	4	1,224	2.0	1,226	2,098	3
TRI COUNTY	3	6,575	300	6,875	8	994	0.0	994	1,989	2
BLACKSTONE VALLEY	4	5,369	758	6,127	5	1,147	2.0	1,149	2,458	7
SOUTHERN WORCESTER	5	6,575	498	7,073	12	1,100	27.7	1,128	2,445	8
OLD COLONY	6	6,143	574	6,717	10	564	0.0	564	2,288	5
GREATER FALL RIVER	7	6,172	232	6,404	6	1,392	3.0	1,395	2,837	11
SOUTH SHORE	8	7,147	725	7,872	22	586	0.0	586	2,457	9
MONTAQUSETT	9	5,337	506	5,843	2	1,333	29.0	1,352	2,950	13
GREATER LOWELL	10	6,446	7,054	13,500	9	2,007	52.5	2,060	3,388	19
NORTHERN BERKSHIRE	11	6,776	521	7,297	14	502	0.5	503	3,193	15
GREATER NEW BEDFORD	12	6,658	649	7,307	15	2,088	1.0	2,089	2,015	4
BRISTOL COUNTY	13	4,615	869	5,484	3	435	0.0	435	3,521	20
WHITTIER	14	7,129	382	7,511	17	1,176	5.0	1,181	3,235	17
SHAWSHEN VALLEY	15	7,009	565	7,574	18	1,291	10.0	1,301	4,525	27
ASSABET VALLEY	16	6,795	301	7,096	13	992	0.0	992	2,621	10
NORTHEAST METROPOLITAN	17	7,007	757	7,764	20	1,224	0.5	1,224	4,123	24
SOUTHEASTERN	18	6,944	721	7,665	19	1,224	0.0	1,224	2,304	6
PAHFFINDER	19	7,587	514	8,101	25	651	3.0	654	3,212	16
GREATER LAWRENCE	20	7,409	527	7,936	23	1,171	198.4	1,370	5,002	28
NORFOLK COUNTY	21	6,538	512	7,050	11	465	0.0	465	3,774	22
CAPE COD	22	7,054	745	7,799	21	672	0.0	672	3,533	21
FRANKLIN COUNTY	23	6,758	691	7,449	16	499	1.0	500	4,274	26
BLUE HILLS	24	7,538	530	8,068	24	837	0.0	837	4,260	25
ESSEX AGRICULTURAL	25	5,733	710	6,443	7	456	0.0	456	3,180	14
NORTH SHORE	26	8,678	903	9,581	26	443	4.6	448	2,923	12
SOUTH MIDDLESEX	27	9,206	795	10,001	27	635	0.5	635	3,251	18
MINUTEMAN	28	10,208	858	11,066	28	621	2.5	623	4,067	23
Total		6,781	814	7,595	Total RVT	26,484	344	26,828	Total all Students	9
Average Per Pupil Tech School								1.30 < % Tuitioned		

Regional Technical Teacher Salaries

	Regional Vocational Technical Dist.	2010 Year	Gross Salary	No. Teachers	Average Salary
801	ASSABET VALLEY	2010	6,896,163	102.5	67,312
805	BLACKSTONE VALLEY	2010	6,265,691	91.4	68,537
806	BLUE HILLS	2010	6,322,658	78.2	80,832
810	BRISTOL, PLYMOUTH	2010	6,835,820	91.0	75,093
815	CAPE COD	2010	4,835,185	67.7	71,421
818	FRANKLIN COUNTY	2010	3,428,749	56.1	61,173
821	GREATER FALL RIVER	2010	8,594,731	124.0	69,314
823	GREATER LAWRENCE	2010	9,106,387	126.9	71,769
825	GREATER NEW BEDFORD	2010	13,903,360	191.0	72,777
828	GREATER LOWELL	2010	13,068,794	181.6	71,975
829	SOUTH MIDDLESEX	2010	5,844,199	78.0	74,926
830	MINUTEMAN	2010	6,336,224	79.2	80,003
832	MONTAQUSETT	2010	7,101,711	104.0	68,261
831	NORTHERN BERKSHIRE	2010	3,478,958	46.0	75,615
852	NASHOBA VALLEY	2010	3,417,788	55.5	61,562
853	NORTHEAST METROPOLITAN	2010	8,656,221	118.0	73,358
854	NORTH SHORE	2010	3,843,558	52.8	72,782
855	OLD COLONY	2010	3,464,205	49.5	69,985
860	PATHFINDER	2010	4,940,492	79.9	61,817
871	SHAWSHEN VALLEY	2010	9,141,152	121.9	75,020
872	SOUTHEASTERN	2010	8,994,418	116.1	77,445
876	SOUTH SHORE	2010	4,185,791	58.0	72,169
878	SOUTHERN WORCESTER	2010	7,345,856	110.1	66,743
879	TRI COUNTY	2010	6,532,440	84.7	77,154
885	UPPER CAPE COD	2010	4,424,087	65.5	67,535
891	WHITTIER	2010	8,422,328	116.8	72,121
913	ESSEX AGRICULTURAL	2010	2,006,961	33.4	60,089
915	NORFOLK COUNTY	2010	2,615,228	43.8	59,681
			3,073,334	43.4	70,782
	Total Regional Vo-Tech		183,082,509	2,567	2,047,251
	Average Salary @ Regional Vo-Tech Schools FY10			3.8%	\$71,322

Current State Funding Formula

Massachusetts Department of Elementary and Secondary Education FY11 Chapter 70

Apportionment of Local Contribution Across School Districts

115 GROTON

<u>Effort Goal</u>	<u>FY12 Increments Toward Goal</u>	
1) 2010 equalized valuation	13)	13,375,553
2) Property percentage	14)	2.74%
3) Local effort from property wealth	15)	13,705,929
4) 2008 income	16)	75.41%
5) Income percentage		
6) Local effort from income	17)	
7) Combined effort yield (row 3+ row 6)	18)	
8) Foundation budget FY12	19)	
9) Maximum local contribution (82.5% * row 8)	20)	
10) Target local contribution (lesser of row 7 or row 9)	21)	7.09%
	22)	133,756
		* 1% if shortfall is between 5% and 10%; 2% if shortfall > 10%
	23)	1,153,964
	24)	13,839,685
	25)	76.15%

Massachusetts Department of Elementary and Secondary Education
 FY12 Chapter 70
 Apportionment of Local Contribution Across School Districts

115 GROTON	GROTON	GROTON- DUNSTABLE	NASHOBA VALLEY	COMBINED TOTAL ALL DISTRICTS
<u>Prior Year Data (for comparison purposes)</u>				
1 FY11 foundation enrollment	1	2,084	44	2,129
2 FY11 foundation budget	12,362	17,417,546	619,260	18,049,168
3 Each district's share of municipality's combined FY11 foundation	0.07%	96.50%	3.43%	100.00%
4 FY11 required contribution	9,161	12,907,482	458,910	13,375,553
<u>Apportionment of FY12 contribution among community's districts</u>				
FY12 total unapportioned required contribution ("municipal contribution" sheet row 19 or 24)				
5		1		13,839,685
6 FY12 foundation enrollment		2070	36	2,107
7 FY12 foundation budget	12,532	17,640,419	521,169	18,174,120
8 Each district's share of municipality's total FY12 foundation	0.07%	97.06%	2.87%	100.00%
9 FY12 required contribution apportioned using row 8 percentages	9,543	13,433,269	396,873	13,839,685
10 Essex Agricultural adjustment				
11 Required district contribution FY12 (lines 10 + 11)	9,543	13,433,269	396,873	13,839,685
12 Change FY11 to FY12 (12 - 5)	382	525,787	-62,037	464,132
				13

FY12 Budget Proposal

The Year in Review

- Green Initiatives: Energy Audit; Re-lamped interior and exterior lighting; Replaced cleaning and paper products with green products; Electronic information and archival to save paper
 - Front stair remodeling project done at a lower cost and using more efficient materials - Spring 2010
 - Second 100 kW Solar System on roof of school - March 2011
- Agreement with Bright Horizons Family Solutions for the rental and use of pre-school building on site
- Enrollment growth continues at 8%-10% per year

Major Cost Savings Initiatives

Facility Management:

Administrative:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Alternative energy sources sought; facility wide temperature controls. • New Multi year contracts for major utilities (gas, electric) • Timely facility maintenance performed primarily by students and staff • No shift differentials summers and holidays • 5 year plan for maintenance and upkeep for facilities and grounds | <ul style="list-style-type: none"> • Favorable 3 year bus contract (FY11-FY13) • Central purchasing process • Reduced vendors & periodic review of competition • Medicaid & E-Rate reimbursement • Postage controlled/locked • Implemented networked copiers operated by user ID; removed 37 local printers • Mass Municipal Insurance |
|---|---|

Major Cost Savings Initiatives

Funding Partnerships:

- Bright Horizons
- Jeanne D’Arc Credit Union
- Juniper Networks
- Digital Sign on Rte 110
- Other business support of technical programs
- Aggressively seek grants and donations from business partners

Benefits Administration:

- Belong to Health Care Trust with other regional schools; increases past four years trend 5.5%-8.5% per year; to re-evaluate GIC FY12
- Unemployment-pay actual claims – challenge claims
- Healthy Living Program for staff, including weight room, running club, Weight Watchers and monthly newsletters

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Nashoba Valley Technical High School

FY 2012 Summary By Function Code

Function Code	Function Description	FY 10 Budget	FY 11 Voted Budget	FY 11 Appropriated Budget	FY 12 Proposed Budget	Increase (Decrease) Amount	Increase (Decrease) %
1400	Central Office, Finance & Legal	549,153	552,751	552,819	552,819	68	0%
2200	Principal's Office	282,254	289,817	289,817	273,460	(16,357)	-6%
2220	Instructional Leadership-Bldg. level	356,466	354,139	358,531	365,479	6,948	2%
2250	Building Technology	89,644	93,453	100,094	93,550	(6,544)	-7%
2300	Teaching Services	3,597,964	3,734,001	3,685,715	3,516,548	(169,167)	-0.5%
2340	Library Services	55,025	56,676	59,254	65,586	6,332	11%
2350	Professional Development	55,230	55,230	55,387	55,548	161	0%
2400	Textbooks and instructional materials	284,740	217,246	217,246	182,085	(35,161)	-16%
2700	Guidance Services	248,018	249,624	276,975	278,603	1,628	0.1%
3100	Attendance Services	68,137	70,103	70,147	71,116	969	1%
3200	Health Services	51,993	52,729	54,329	56,396	2,067	4%
3300	Student Transportation Services	648,376	663,657	654,000	650,000	(4,000)	-1%
3400	Food Services	14,787	14,926	14,926	13,894	(1,032)	-7%
3510	Athletic Activities	185,333	184,561	186,736	190,147	3,411	2%
3520	Student Activities	60,106	62,059	62,090	64,254	2,164	3%
3600	School Security	59,055	60,824	60,868	62,829	1,961	3%
4110	Custodial Services	182,818	180,055	182,049	179,538	(2,511)	-1%
4120	Heating of Buildings	200,000	200,000	200,000	200,000	0	0%
4130	Utilities	348,800	344,000	344,000	349,800	5,800	2%
4210	Maintenance-Grounds	109,294	110,017	110,299	110,077	(222)	0%
4220	Maintenance-Buildings	166,549	154,143	164,797	157,212	(7,585)	-5%
4230	Maintenance-Equipment	152,046	142,046	142,046	146,000	3,954	3%
4450	Technology Maintenance	12,660	11,710	11,710	10,050	(1,660)	-14%
5100	Employee Retirement	191,333	191,333	191,333	190,000	(1,333)	-1%
5200	Insurance Programs-Active Employees	1,142,941	1,161,040	1,161,040	1,269,950	108,910	9%
5250	Insurance Programs-Retired Employees	300,150	350,150	350,150	420,150	70,000	20%
5260	Other Non-Employee Insurance	68,000	72,300	72,300	76,900	4,600	6%
7000	Acquisition of Fixed Assets	100,000	100,000	100,000	100,000	0	0%
8100	Long Term Debt Service-Principal	355,000	355,000	355,000	355,000	0	0%
8200	Long Term Debt Service-Interest	241,748	228,658	228,658	213,570	(15,088)	-7%
9110	School Choice	15,000	15,000	15,000	15,000	0	0%
Grand Total		1,192,619	10,327,248	10,327,248	10,285,561	(264,384)	-0.4%

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Nashoba Valley Technical High School

FY 2012 Financial Plan

	FY10	FY11	FY11	FY12
	Budget	Voted	Recertified	Preliminary
Funding Sources	Budget	Budget	Vote 02/08/11	Budget

Revenues

District Town Assessments
Interest & Other Income
State Transportation Reimbursement
Chapter 70 School Aid
Total From Outside Sources

5,594,142	6,124,718	6,124,718	6,124,718	6,157,041
50,000	50,000	50,000	50,000	28,000
278,898	293,768	293,768	287,869	289,576
2,844,999	3,268,772	3,080,894	3,080,894	3,097,434
8,768,039	9,737,258	9,543,481	9,543,481	9,572,051

Other Available Funds

Excess & Deficiency-required
Excess & Deficiency-additional
School Choice Funds
Outside Tuition

112,408	100,000	293,777	200,000	200,000
372,722	176,480	176,480	176,480	200,000
250,000	300,000	300,000	300,000	300,000
400,000	300,000	300,000	300,000	300,000
13,510	13,510	13,510	13,510	13,510

Construction Project premium
Prepaid BAN closing costs

Total Other Available Funds
Total Funding

1,148,640	589,990	783,767	713,510	713,510
10,192,619	10,327,248	10,327,248	10,285,561	10,285,561

Total Spending

10,102,619	10,327,248	10,327,248	10,285,561	10,285,561
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Assessment Details

Minimum Contribution
Increase in Minimum Contribution
Transportation Assessment
Capital Assessment
Bond & BANs Debt Service
Less: BAN premium

4,610,904	5,104,570	5,104,570	5,104,570	5,151,981
-	-	-	-	-
300,000	350,000	350,000	350,000	350,000
100,000	100,000	100,000	100,000	100,000
596,748	583,658	583,658	583,658	568,570
(13,510)	(13,510)	(13,510)	(13,510)	(13,510)

Total Assessments

5,594,142	6,124,718	6,124,718	6,124,718	6,157,041
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Nashoba Valley Technical School District Fiscal Year 2012 Town Assessments

Proposed FY12 Budget	10/1/2010 District	Students Per Town	Town's Minimum Contribution	Increase in State Minimum	Increase Minimum Contribution	Equipment	Transportation	Student Assessment 2011-2012	Debt Service	Premium Offset	Premium Assessment 2011-2012	Increase 2011-2012	Total
Chelmsford	133	23.50%	1,604,695	(6,808)	0	23,498	82,244	1,710,437	133,604	(3,175)	1,840,866	(13,031)	
Groton	36	6.36%	396,873	(62,442)	0	6,360	22,261	425,495	36,163	(859)	460,799	(75,245)	
Littleton	48	8.48%	535,187	20,985	0	8,481	29,682	573,350	48,218	(1,146)	620,422	22,515	
Pepperell	114	20.14%	788,730	(60,157)	0	20,141	70,495	879,366	114,518	(2,721)	991,163	(87,912)	
Shirley	66	11.66%	478,616	100,545	0	11,661	40,813	531,089	66,300	(1,575)	595,814	127,063	
Townsend	108	19.08%	759,422	43,718	0	19,081	66,784	845,288	108,490	(2,578)	951,200	45,417	
Westford	61	10.78%	588,458	11,570	0	10,777	37,721	636,956	61,277	(1,456)	696,777	13,515	
		100.00%	5,151,981	47,411	0	100,000	350,000	5,601,981	568,570	(13,510)	6,157,041	32,323	

Approved FY11 Budget	10/1/2009 District	Students Per Town	Town's Minimum Contribution	Increase in State Minimum	Increase Minimum Contribution	Equipment	Transportation	Student Assessment 2010-2011	Debt Service	Premium Offset	Premium Assessment 2010-2011	Increase 2010-2011	Total
Chelmsford	139	23.76%	1,611,503	87,979	0	23,761	83,162	1,718,426	138,681	(3,210)	1,853,897	87,756	
Groton	44	7.52%	459,315	68,237	0	7,521	26,325	493,161	43,899	(1,016)	536,044	73,823	
Littleton	48	8.21%	514,202	96,633	0	8,205	28,718	551,125	47,890	(1,109)	597,906	109,194	
Pepperell	132	22.56%	848,887	65,921	0	22,564	78,974	950,425	131,697	(3,048)	1,079,074	69,909	
Shirley	52	8.89%	378,071	55,953	0	8,889	31,111	418,071	51,881	(1,201)	468,751	64,544	
Townsend	109	18.63%	715,704	27,458	0	18,632	65,214	799,550	108,750	(2,517)	905,783	24,173	
Westford	61	10.43%	576,888	91,485	0	10,427	36,496	623,811	60,860	(1,409)	683,262	101,177	
		100.00%	5,104,570	493,666	0	100,000	350,000	5,554,570	583,658	(13,510)	6,124,718	530,576	

Approved FY10 Budget	10/1/2008 District No.	Students Per Town	Town's Minimum Contribution	Returned Minimum Contribution	Capital Transportation	Student Assessment 2008-2009	Debt Service	Premium Offset	Premium Assessment 2008-2009	Increase 2008-2009
Chelmsford	133	24.68%	1,523,524	24,675	2,4675	74,026	147,250	(3,334)	1,790,816	166,328
Groton	39	7.24%	391,078	7,236	7,236	21,707	427,256	43,178	(978)	469,457
Littleton	39	7.24%	417,569	7,236	7,236	21,707	453,747	43,178	(978)	495,948
Pepperell	124	23.01%	782,966	23,006	23,006	69,017	897,994	137,285	(3,108)	1,032,171
Shirley	45	8.35%	322,118	8,349	8,349	25,046	363,862	49,821	(1,128)	412,555
Townsend	106	19.67%	688,246	19,666	19,666	58,998	786,576	117,357	(2,657)	901,276
Westford	53	9.83%	485,403	9,833	9,833	29,499	534,568	58,678	(1,328)	591,918
		100.00%	4,610,904	100,000	100,000	300,000	5,110,904	596,748	(13,510)	5,694,142
										335,574

Capital Planning

	Proposed 2010-2011	Proposed 2011-2012	Proposed 2012-2013	Proposed 2013-2014	Proposed 2014-2015
Energy & Environmental					
Re-lamp Interior/Exterior Lighting Sys.	15,000		10,000		20,000
Green Project Initiative-Solar Materials					
Grounds Expense					
Renovate existing Press Box & Bleacher complex	25,000				32,000
Renovate Athletic Fields					
Turf Preventive Maintenance	20,000				
Seal & Repair Driveways					
Baseball Field (including new irrigation)					
Building Expenses					
Replace Large Gym Floor				100,000	
New Roof for Early Education Center			15,000		
New Kitchen Cabinets for Early Ed. Center			15,000		
Refinish Gym Floor	15,000				
Epoxy/Resin Floor Redo	25,000				48,000
New Roof for ECE Barn & Garage					
Security Alarm at ECE Center					
Sprinkler System for Storage Mezzanines					
Floor drainage unit renovation					
Air Conditioning install -Computer Lab					
Miscellaneous					
Hybrid Truck					
Dump Truck Replacement with plow					
Replace Four Vans (7D) (2 each year)*		60,000	60,000		
2 Plow Frames					
Front End Loader with Cab		40,000			
Totals	100,000	100,000	100,000	100,000	100,000

*Currently we own four 12-15 passenger vans, according to the Registry of Motor Vehicles. All school districts, effective 2011, such passenger vehicles must be taken out of service and will no longer be permitted to carry students. 21

2010 Community Service Projects Continued

Town	Organization	Description	Department	Date	Estimated Value	Actual Cost	Estimated Savings
Groton	Groton Rail Trail	10' x 12' x 4' kiosk/trail station	Carpentry	Spring 2010	12,500	2,168	10,332
Groton	Groton Fire Dept.	redo forestry truck	Auto Collision	Jan. 2011	7,500	3,780	3,720
Groton	Groton Grange Hall	2 Handicap Ramps and Decking	Carpentry	Feb. 2011	15,000	7,000	8,000



Groton Rail Trail
Kiosk



Groton-Dunstable Regional School District

Jim Frey – Dunstable Erik Dichter – Dunstable
Alison Manugian – Groton Alberta Erickson – Groton
John Giger - Groton Leslie Lathrop – Groton
Jon Sjoberg, – Groton

2010-'11 Accomplishments

- Hired new Central Office Team: Superintendent, Business Manager.
- Stabilized the budget with cost-effective vendor contracts
- Improved teaching-and-learning outcomes through required special-education referral processes
- Communicated a transparent budget process with taxpayers
- Approved required policies relating to “Areas of Essential Learning”
- Completed the state Coordinated Review Process
- Initiated Independent Accounting Audit
- Finished the required NEASC Accreditation process at GDRHS

Goals for Fiscal Year 2012

- Reduce budget from \$35,115,832 to \$34,891,906 (- \$223,926)
 - Stabilize Assessment to each Town
 - Control school-budget driven tax increases
 - Retrench staff and services
- Lower class size by adding new staff
- Increase allocation for instructional materials
- Earmark savings to carry forward for stability in FY13
- Improve internal management systems to link budget with teaching-and-learning outcomes
- Improve teaching-and-learning outcomes through required assessments in each grade.
- Support our teachers and administrators
- Creatively work with unanticipated funding issues (Chap70, health insurance premiums, special education costs)
- Fiscal prudence and ongoing stability is our priority

Nashoba Valley Technical School District



*Dr. Judith L. Klimkiewicz
Superintendent of Schools*

**Groton
April 25, 2011
Stabilization Fund
Presentation**

Warrant Article:

To determine whether the Town of Groton will vote to approve the Nashoba Valley Technical School District Committee's vote on December 14, 2010 to establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set up an operational line item to be created to transfer available monies into said Stabilization Fund or take any other action relative thereto.

Summary:

The Nashoba Valley Technical School District Committee at its December 14, 2010 meeting, in accordance to Massachusetts General Law Chapter 71 Section 16G 1/2, by a majority of all the members of the regional district school committee, voted to establish a Stabilization Fund . Chapter 71 Section 16G 1/2 also requires the approval of a majority of the local appropriating authorities (Town Meetings) of the member municipalities. As a fiscally responsible regional school district, the primary purpose of a stabilization fund is to give the Nashoba Valley Technical School District a method to have money available for unexpected capital expenses (such as building repairs) and to avoid the need for further borrowing by member municipalities.

The District cannot act contrary to regional school regulations or laws but in a good faith gesture to our member towns the Nashoba Valley Technical District School Committee wishes to add the following amendment to our proposed Stabilization Fund Policy:

“The Nashoba Valley Technical School District Committee or their designee will when possible inform all member towns of an expenditure from the Stabilization Fund and the capital purpose for which it is being expended, except in cases of emergency, to seek support for the anticipated project for the purpose of maintaining open communication and the continued good will of our member towns.”

Voted and approved April 14, 2011

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Advisory on Regional School District Stabilization Funds

G.L. c.71, s.16 G ½ provides for the establishment of stabilization funds by regional school districts. This law was recently amended, by St. 2010, c.188, s.58, to clarify the approvals necessary to make expenditures from these funds.

Establishment and use of a stabilization fund should be based on the district's long range capital plan. A regional school district stabilization fund may be established through a majority vote of the school committee and with the approval of a majority of the local appropriating authorities of the member municipalities. Member municipalities must take a specific vote to authorize establishment of the fund.

Once established, the school committee may include a line item in each year's annual budget to appropriate monies into the stabilization fund. This line item is part of the annual school committee budget and does not require a separate vote by the member municipalities. The amount to be appropriated to the stabilization fund is included in each member municipality's assessment and is apportioned based on the regional agreement methodology for apportioning capital costs. The amount budgeted in any year may not exceed five percent of the aggregate amount assessed to the member municipalities for the preceding fiscal year. A larger amount may be budgeted only if approved by the Director of Accounts in the Department of Revenue's Division of Local Services. At no time, however, may the aggregate fund balance exceed five percent of the combined equalized valuations of the member municipalities. The regional school district treasurer is the custodian of the stabilization fund and any interest earned must be added to and become a part of the fund.

Because appropriations into a stabilization fund are a form of capital budgeting, the regional school committee does not have authority to increase or decrease the amount appropriated for the year once the district budget has been approved. On July 1 (or upon approval of the budget if later), the amount appropriated and shown in the budget is credited to the fund. After the annual budget has been approved, the school committee may increase the amount in the stabilization account through the use of excess and deficiency funds or through an additional assessment to member municipalities only by amending its approved budget. Such an amendment must be approved in accordance with CMR 41.05 (5).

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Annual appropriations into a stabilization fund should not be reported as an expenditure on the End of Year Financial Report. The appropriations represent revenue to the district and should be reported on Schedule 2 as a capital assessment to the member districts.

In any given year, expenditures from the fund may be authorized by a vote of two-thirds of all the members of the regional school committee. If the funds are to be used for a purpose for which the district is permitted to borrow, no further approval is required. These purposes are listed in G.L. c. 71, s. 16(d), and generally encompass what are considered capital costs. If the funds are to be used for any other purpose (for example, to cover unexpected increases in operating costs), then the approval of the Director of Accounts is also required.

Expenditures are made directly from the stabilization fund; a transfer into the general fund is not required. Expenditures should be reported on the End of Year Financial Report as an additional appropriation of the school committee.

Unexpended balances in amounts authorized for expenditures close to the stabilization fund when the project or purpose is completed. The unexpended balance of the fund at the end of a fiscal year carries over to the succeeding fiscal year. Balances in the stabilization fund are not part of the district's general fund and do not impact the district's excess and deficiency calculation. However, if the Director of Accounts determines that an annual appropriation into the stabilization fund, or the aggregate balance of the fund, exceeds the applicable statutory limit, the Director may take appropriate action, including but not limited to closing any amount in excess of that limit to the district's general fund. A report of the fund balance and any withdrawals or additions must be prepared annually and presented to the member municipalities.

Questions about this advisory should be directed to Christine Lynch, director of school governance, at 781-338-6520 or clynch@doe.mass.edu.

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Stabilization Funds

➤ Authorized by G.L. Chapter 71, Section 16 G
1/2 as amended by Chapter 188 of Acts of 2010

➤ School committee may establish a stabilization fund through a **majority** vote and with the **majority** vote of the member municipalities

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STABILIZATION FUND:

Transfers and Limitations

- School committee **may** include a line item in the annual budget for transfers into a stabilization account.
- Annual amount not to exceed 5% of the aggregate amount apportioned to the member municipalities for the preceding FY
- Larger amount as may be approved by the Director of Accounts.

Christine Lynch
Massachusetts Department of
Elementary & Secondary Education

Presentation to
MA Association of School Business
Officials
September 15, 2010
Slide 17

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Custodian of Stabilization Fund

- The treasurer of the regional district is the custodian of the fund and may deposit or invest the fund.
- Interest accrues to this fund.
- Report sent to member municipalities annually.
- To include fund balance, withdrawals, and additions for the year.

Christine Lynch
Massachusetts Department of
Elementary & Secondary Education

Presentation to
MA Association of School Business
Officials
September 15, 2010
Slide 18

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Use and Purpose of Stabilization Fund

- May be appropriated by vote of two-thirds of all the members of the regional district school committee for any purpose for which regional school districts may borrow money or
- Other district purpose as the director of accounts may approve

Christine Lynch
Massachusetts Department of
Elementary & Secondary Education

Presentation to
MA Association of School Business
Officials
September 15, 2010
Slide 19

Purpose for borrowing funds – Section 16(d)

- Acquiring land and constructing, reconstructing, adding to, and equipping a school building
- Remodeling and making extraordinary repairs to a school building
- Constructing sewerage systems and sewerage treatment and disposal facilities, or for the purchase of use of such systems with municipalities
- Purchasing departmental equipment
- Constructing, reconstructing or making improvements to outdoor playground, athletic or recreational facilities or roadways and parking lots
- Any other public work or improvement of a permanent nature
- For planning, architectural or engineering costs relating to any of above purposes

Christine Lynch
Massachusetts Department of
Elementary & Secondary Education

Presentation to
MA Association of School
Business Officials
September 15, 2010
Slide 20

Chapter 71, Section 16 (d) as amended by Chapter 188 of the Acts of 2010

Debt incurred under this section shall be payable within 30 years, but no such debt shall be issued for a period longer than the maximum useful life of the project being financed as determined in accordance with guidelines established by the division of local services of the department of revenue.

Christine Lynch
Massachusetts Department of
Elementary & Secondary Education

Presentation to
MA Association of School
Business Officials
September 15, 2010
Slide 21

Nashoba Valley Technical High School Facilities - Major Building and Grounds Projections

1	Roof Replacements	2012 - 2018	East side - Mach to Auto	200' x 80'	\$160,000
			West side - Plumbing to Graphics	280' x 80'	\$224,000
			Over Gym	100' x 90'	\$120,000
			North side - over 2nd for Academics	350' x 70'	\$245,000
					\$749,000
2	Spray Booth	2014 - 2015	Supply & Install Ultra Global Spray Booth Turnkey w/all hookups to bring up to code		\$185,000
3	Bleacher Systems	2013 - 2014	A. Exterior 1,000 seat w/handicap access ramp & press Box		\$350,000
			B. Interior wall attached integral power plastic seat		\$65,000
					\$415,000
4	400 Meter Track	2013 - 2015	Track: 6 lane Polyurethane surface track material Including major site work		\$750,000
5	Parking Lot	2019 - 2020	North front – grind, w/3" asphalt N,E,W,S & Daycare		\$325,000
6	Fields	2021 - 2023	Renovate all athletic fields, re-do all infield clay areas (beach clay) Football, Girls SB, Boys baseball, practice field Provide irrigation to practice field		\$140,000
					\$2,564,000
			Total Facilities and Grounds		\$2,564,000

Nashoba Valley Technical High School Major Technology Projections

1	Avid Lab	2012	Software	\$25,000
2	Avid Unity Server	2013	Replacement from Windows Server 2000 (End of Life)	\$60,000
3	Security	2013	A. Gates/Doors/Windows/Server 2000 B. Cameras and Camera System Backup – 6 months C. Emergency Door Alarms (60 @ \$500)	\$7,350 \$65,000 \$30,000 \$102,350
4	Unifund Conversion	2012	Conversion to Electronic Input – Replace SQL Server	\$25,000
5	Telephone System	2012	Update All Systems, Including Voice and Reverse 911	\$40,000
Total Technology				\$252,350

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Nashoba Valley Technical High School Seven Year Stabilization Plan

Assuming 3.5% interest, compounded daily

Nashoba Valley Technical School District Committee Recommendation

Fiscal Year	Initial Deposit Year One NVTHS	Yearly Deposit 30% District NVTHS	Yearly Deposit 70% Towns	Yearly Deposit	Savings Amount
2012 to 2013	\$50,000	\$0	\$0	\$0	
2013 to 2019	-	\$35,456	\$82,732	\$118,188	\$1,000,000

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Nashoba Valley Technical High School Seven Year Stabilization Plan

Assuming 3.5% interest, compounded daily

Nashoba Valley Technical School District Committee Recommendation

Fiscal Year	Initial Deposit Year One NVTHS	Yearly Deposit 30% NVTHS	Yearly Deposit 70% Towns	Yearly Groton Potential 6.36% of 70%	Savings Amount
2012 to 2013	\$50,000	\$35,456	\$82,732	\$5,262	\$1,000,000
2013 to 2019					

Nashoba Valley Technical High School Seven Year Savings Plan

Assuming 3.5% interest, compounded daily

Nashoba Valley Technical School District Committee Recommendation

Fiscal Year	Initial Deposit Year One	Yearly Deposit 70% Towns	Yearly Groton Potential 6.36%	Savings Amount
2012 to 2019	\$50,000	\$82,732	\$5,262	\$1,000,000

GROTON AFFORDABLE HOUSING TRUST

FREQUENTLY ASKED QUESTIONS

- Q. What is the Affordable Housing Trust Fund?
- A. Authorized under Massachusetts General Laws, Chapter 44, Section 55C, cities and towns in Massachusetts can create an Affordable Housing Trust Fund to provide for the creation and preservation of affordable housing. The Town of Groton accepted this law at the October, 2008 Fall Town Meeting.
- Q. When was Groton's Affordable Housing Trust created?
- A. After the 2008 Fall Town Meeting Warrant accepted the State Law authorizing the creation of the Trust, the Board of Selectmen took the next year drafting the Declaration of Trust that outlined the duties and responsibilities of the Trust. The Trust was formally appointed by the Board of Selectmen in September, 2010. A copy of the declaration is on file in the Office of the Town Clerk and recorded at the South Middlesex Registry of Deeds.
- Q. What is the purpose of Groton's Affordable Housing Trust?
- A. The Trust creates opportunities for the Town to take a more proactive role in affordable housing development and a means to limit 40B development. The Groton Affordable Housing Trust Fund was formally established through the creation of a Declaration of Trust and the appointment of Trustees in September 2010 as a town body to support the preservation and creation of affordable housing in the Town of Groton for the benefit of low and moderate income households, earning up to 100% of area median income (AMI) as defined by the United States Department of Housing and Urban Development. The Trust has the potential to play a unique role in supporting and preserving community housing in Groton by investing and partnering with developers. In turn the Trust, when feasible, will receive a modest return on investments through revenue sharing agreements, which can then be recycled to promote additional community housing activities.
- Q. What is the Area Median Income for Groton?
- A. Groton is part of the Lowell Metropolitan Area. The median income for this area is currently \$88,600.

Q. Who is on the Groton Affordable Housing Trust?

A. The Groton Affordable Housing Trust has five (5) Trustees, who are all residents of the Town of Groton and are appointed by the Groton Board of Selectmen. Currently, the Trust consists of the following individuals:

Colleen A. Neff, Chairman
Allen B. King, Vice Chairman
Stuart M. Schulman, Treasurer
Joshua A. Degen, Clerk
David A. Wilder, Trustee

Q. What are the powers of the Trustees?

A. As stated in the Declaration of Trust, the Trustees have the following powers:

- 1) to accept and receive real property, personal property or money, by gift, grant, contribution, devise, or transfer from any person, firm, corporation or other public entity or organization including money, grants of funds or other property tendered to the Trust in connection with the provisions of any by-law or any General Law or Special Act of the Commonwealth or any other source including money from M.G.L Chapter 44B (Community Preservation);
- 2) to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Trustees deem advisable notwithstanding the length of any such lease or contract;
- 3) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trustees engage for the accomplishment of the purposes of the Trust;
- 4) to employ advisors and agents, including but not limited to accountants, appraisers and lawyers as the Trustees deem necessary;
- 5) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trustees deem advisable, but not to exceed five percent (5%) of annually expendable Trust assets;
- 6) to borrow money on such terms and conditions and from such sources as the Trustees deem advisable, to mortgage and pledge Trust assets as collateral, up to 80% of the Trust's assets;
- 7) to compromise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and

subject to the provisions of M.G.L. Chapter 44, section 55C, to continue to hold the same for such period of time as the Trustees may deem appropriate;

- 8) to manage or improve real property; and to abandon any property which the Trustees determine not worth retaining;
 - 9) to hold all or part of the Trust property un-invested for such purposes and for such time as the Trustees may deem appropriate; and
 - 10) to extend the time for payment of any obligation to the Trust.
- Q. The Affordable Housing Trust has submitted an application to the Community Preservation Committee for \$412,000 to invest in a mixed use development at 134 Main Street. What is the purpose of this project?
- A. These funds would be used for direct support of a private development team seeking to redevelop 134 Main Street to include both housing and commercial uses. The Trust's participation in the project will create three (3) affordable housing units in the overall development. This financial assistance will allow the developer to leverage additional funding. The Town expects to enter into a Revenue Sharing Agreement which will allow for reimbursement to the Trust Fund upon project completion or for a period thereafter.
- Q. Why use Town Funds in a private development?
- A. The funds that the Affordable Housing Trust Fund will be using for this project, if approved by Town Meeting, will come from the Community Housing Fund of the Community Preservation Fund. Each year the Town sets aside ten (10%) percent of the funds raised under the Community Preservation Act for Community Housing, which is defined as housing for persons or families earning up to 100% or less of the locality's area wide median income. These funds cannot be used for any other purpose. The Affordable Housing Trust would invest in this project and take any return on its investment to promote additional community housing activities. In addition, the Affordable Housing Trust is not a developer, but can invest in a project such as this that will create affordable housing and allow the Town to have influence on the overall development. This is a unique opportunity for the Town.
- Q. Are there other examples of a Town investing in a private development?
- A. The best example of this is a revenue sharing agreement entered into by the City of Newton that invested \$1.2 million in CPA funds to construct a 56 unit housing project, in which fourteen (14) of the 56 units were affordable housing that was available for purchase by eligible households at or below 80% of median income.
- Q. Who is the developer?
- A. The developer is Mount Laurel Development LLC. This development company was established for the purposes of acquiring and developing property at 134 Main Street. The principle of Mount Laurel Development is Robert France, who is a 30 Year Groton resident and CEO of Senate Construction Company. The Bank that is assisting in

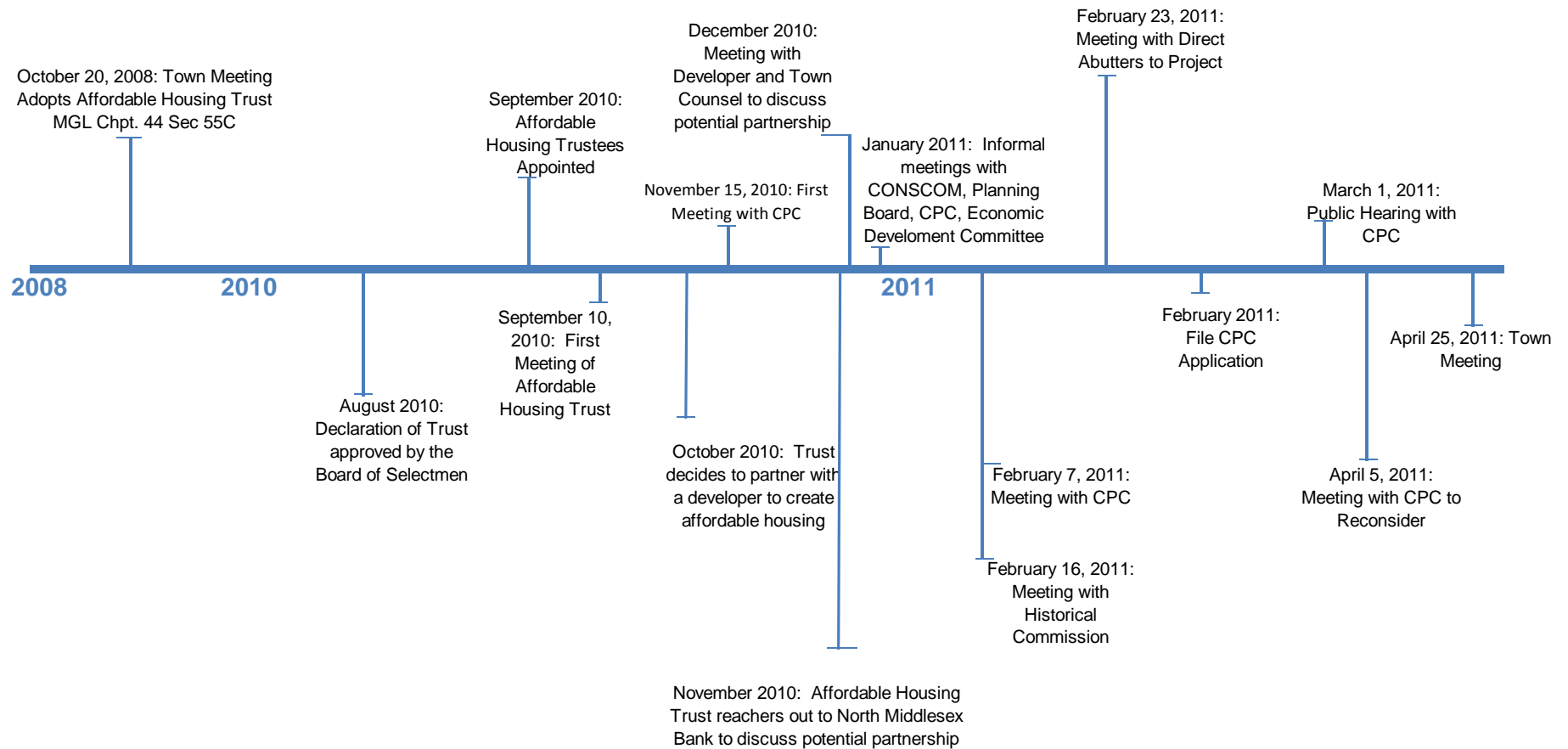
financing this project is North Middlesex Bank, which is a local bank invested in the local community.

- Q. Are there other investors besides the Affordable Housing Trust Fund?
- A. Yes. In addition to the Affordable Housing Trust, Robert France and another private investor have committed funds to this project.
- Q. Will the money be pooled with the developer's money or will it be kept separate to purchase specific items that the Town, by itself, will have hold a security interest in?
- A. The Town will be purchasing "preferred shares" in the developer, in essence as an investor ("Investor"). The Investor funds will be used at closing (prior to which the funds will be held by counsel to the developer) for the purchase of the real estate at 134 Main Street. Furthermore, at the time of the closing, North Middlesex Savings Bank (the "Bank") will be loaning the developer \$450,000. All funds from the Investors and the Bank will be used for the purchase of the real estate and soft costs.
- Q. How does the Trust Plan to protect the Town's investment should the developer "walk" or go bankrupt before the end of the project?
- A. This deal has been designed to have the Investor's equity contributions recorded as a lien on the property; however, subordinate to the lender's position. Furthermore, the Bank loan will also be guaranteed by the developer (Mount Laurel Development). As a result of this structure, the developer has NO incentive to walk, because, he is guarantying the Bank loan, and he is an investor in the deal along with the other preferred shareholders (including the Trust.
- Q. How much money will the town receive back and when?
- A. Should the Town invest in this project, it is anticipated that they will receive 33.3% of the anticipated profits of the project in addition to receiving the original investment of \$400,000. It is the intent, and primary focus, of the developer to return investor capital at the earliest possible time, from the initial investment by the investors. As a result, project marketing, timing and unit pricing will all be geared toward this end. It should be noted, the developer intends to return capital within a three (3) year period, and then any "return on the invested capital" soon after. However, timing for the return of investor capital will be a result of market conditions and return on capital will be a result of market opportunity, meaning this element will be evaluated after the return of the investor's capital.
- Q. Is it unusual for a bank to hold a mortgage on the property as well as a construction loan? If not, when does the bank receive the mortgage payment on the property?
- A. It is not unusual for a lender to hold both loans. It is standard procedure as no bank wants to be behind the other on any deal. In this case, as has been negotiated and evident from the offer agreement, North Middlesex Savings Bank (the "Bank") will provide both, including an acquisition loan of \$450,000, and a construction loan of

\$1,500,000. It should be noted, the construction loan will only be used for improvements to the development and construction of the units. Additionally, the developer will only be drawing amounts as units and improvements are constructed (which draw-downs will be overseen by the lender). In addition, units will be built only as sold, resulting in a low risk profile to both the lender and investors.

- Q. Is the bank is the first creditor on the mortgage of the property?
- A. Yes, the Bank will be the first position creditor, and then the investors (of which the Affordable Housing Trust Fund will be one) will have a lien behind the Bank. The developer is providing this (financial) mechanism as an added assurance measure, in an effort to again reduce the risk profile to the investors.
- Q. What protections does the Affordable Housing Trust have with regard to the Purchase and Sales Agreement between the Bank and the Developer?
- A. The developer has negotiated an agreement, with the seller/Bank, which will provide for added value at the time of the Main Street purchase. Specifically, as a result of the developer's efforts in achieving the rezoning and permitting of the proposed development (which expense is now being fronted by the developer at his risk alone), the value of the asset (the 134 Main Street property) at the time of closing, and the actual time of the investor's stake holding, will be substantially greater than the purchase price being paid at the time of closing. This type of structure creates great value to the investor at an extremely low risk profile; perhaps, little to no risk to the investor, barring any extraordinary or force majeure events. Considering all factors, this deal offers a rare opportunity of low risk and potential for high return to the investors.

AFFORDABLE HOUSING TRUST TIMELINE



KMPD Capital

March 1, 2011

**RE: INVESTOR INFORMATION PACKAGE
Acquisition and Development of: 134 Main
Street, Groton Massachusetts 01464**

Dear Investors:

Mount Laurel Development LLC (the "Developer") is a development company established for the purposes of acquiring and developing the property at 134 Main Street, Groton Massachusetts into a mixed-use commercial and residential townhouse community (the "Deal").

The principle in this enterprise is: Mr. Robert France, a Groton resident and the CEO of Senate Construction Company. Mr. France's resumes, and specific operational responsibilities for this Deal, have been provided for the investor's review, as a part of this package.

The scope of this Deal is to: purchase the property and improvements at 134 Main Street (the "Site"), and develop the Site into a mixed-use commercial and residential townhouse project. Inherent in this Deal is the opportunity to acquire the Site at a discount to its precious market highs, and work with the Town on Groton (the Town") on a cooperative basis, in order to: expedite the process of approval; as well as entering into a financial partnership with the Town, by its "Affordable Housing Trust." As a result of the current market opportunities, the Developer believes it has been able to structure an acquisition, cooperative approval understanding and lender financing at highly favorable rates, terms and conditions; which together have a high economic and market value.

In order to exploit this market and financial opportunity the Developer will be required to make a substantial investment in the Site. As the investor will note, from the enclosed information, this deal will require approximately: \$800,000.00 in capital, and \$2,000,000.00 in debt financing in order to fund (the "Funding") the proposed development. As an overview, the Funding is to be used for the following specific purposes: i) Site acquisition; ii) site improvements; and, iii) construction of the townhouses and commercial space. A proforma of acquisition and improvement costs has been provided for the investor's review, as part of this package.

With respect to deal specific opportunities, the Developer believes the Site offers unique market opportunities relative to its town center location in an "A" suburban Boston community. As the investor should recognize, locations such as the 134 Main Street site are available rarely for development, and typically sell for a high premium to the market. Furthering the opportunities inherent to this deal is the unique public/private partnership negotiated by the Developer; in which municipal approvals will occur on an expedited basis, adding value through speed of approvals, resultant reduction in costs to the project and predictability of outcome.

134 Main Street, Groton Massachusetts 01450

INTRODUCTION

DEVELOPMENT TEAM

The development team is to be comprised of the Mount Laurel Development LLC, its manager Robert France (the "Developer"), and advisers: KMPD Capital, Mangel Architect's Inc., and Goldsmith Prest & Ringwall, Inc. (engineers).

PROPOSED SITE ACQUISITION AND DEVELOPMENT PLAN The Developer proposes to acquire the 134 Main Street, Groton Massachusetts site, including its 5.497 acres along with all improvements (the "Site") from its current owner North Middlesex Savings Bank.

The Developer proposes, providing is it granted all of the necessary municipal approvals and in partnership with the Town of Groton Affordable Housing Trust Fund (the "Trust"), to develop the Site into a mixed use, "New England village style" mixed use project (the "Project"). The project shall be comprised of 3,500 square feet of commercial/retail space and eighteen (18) residential units, with three (3) of these units being restricted for "affordable housing" residences (as defined by the Town of Groton Affordable Housing Trust Fund).

SALE OF EQUITY INTEREST TO TOWN OF GROTON AFFORDABLE HOUSING TRUST

The Developer proposes, once municipal approval for the proposed development has been assured, to sell a limited liability and "preferred" interest in the development, which interest shall be to the economic and financial benefit of the Trust.

DEAL TIMING AND DEVELOPER REQUIREMENTS

The Developer will be seeking an expedited process with respect to the approval of a "Special Permit" which permit will be required to build the Project; which process will required rezoning of the site, scheduled for a vote at the Town of Groton Spring Town Meeting of 2011, and further approvals by the balance of the Town of Groton "land-use boards and departments," subsequent the approval of the Site rezoning.

Furthermore, the referenced expedited process shall include: ail preliminary municipal approvals for the proposed development at the Site, final approval of all land-use boards and departments; along with funding commitments on behalf of the Trust.

134 Main Street, Groton Massachusetts 01450

DEVELOPMENT PROPOSAL

PURPOSE OF THE ENTERPRISE

To acquire the property at 134 Main Street, Groton Massachusetts ("the Site") and develop the Site in an effort to maximize value, as defined and determined by the Sponsor of the enterprise; and furthermore, to provide, at the option of the limited partners, residential and commercial spaces for purchase, as further defined herein.

DEVELOPMENT SITE

134 Main Street, Groton Massachusetts, which includes: an historic former residence, recently converted to commercial use; and, two (2) barn style detached buildings also converted to commercial use.

It should be noted, the detached buildings have no water and sewer connections.

DEVELOPMENT PROPOSAL

The Sponsor intends to redevelop the Development Site into a mixed-use, residential and commercial/retail project (the "Proposed Development"), the Proposed Development shall include, as currently proposed:

- 18 total residential units (15 townhouse units and 3 below market flats); and,
- 3,500 square feet of commercial/retail space.

SPONSOR

Mount Laurel Development LLC
100 Mount Laurel Circle
Shirley, Massachusetts 01464
978/425-9802
Mr. Robert France, Manager

MINORITY/LIMITED PARTNERS

A further intent of this proposal is to provide a liability shield for the investors or minority partners; as a result, the minority partners shall be classified as limited partners (the "Limited Partners").

ACQUISITION VALUE

The parties must be committed to an acquisition value of \$900,000.00 for the site, or greater; however shall NOT exceed \$1,000,000.00 for the purposes of this proposal.

KMPD Capital

Page 2 of 2
March 1, 2011

RE: INVESTOR INFORMATION PACKAGE
Acquisition and Development of:
134 Main Street, Groton Massachusetts 01464

It should be further noted, Groton has the demographic mix and dearth of higher-end townhouse type inventory in demand today, and believed to be in greater demand in the future, which will offer high sales value returns for this Deal.

With opportunities inherent in the makeup of the site specific qualities, discounted site acquisition cost, expedited permitting process, and, advantages of a seasoned development team we believe there is great upside potential in the Deal. Mount Laurel Development LLC has provided proforma, as part of this package, which will show the anticipated margins under a midrange sales scenario, for the investor's review.

Please feel free to contact me, directly, with any questions or comment relating to this deal.

Sincerely,

David Valletta
for Mount Laurel Development LLC

134 Main Street Groton Massachusetts 01450

LIMITED PARTNERS' PAID IN CAPITAL CONTRIBUTIONS

Base on the percentage ownership and an acquisition value as defined herein, the Limited Partner's equity contribution has been proposed at the amount of \$800,000; and as defined in the following schedule:

- i. Town of Groton Affordable Housing Trust \$400,000.00
- ii. France Family (Trust) \$150,000.00
- iii. Gregg Monastiero \$250,000.00

LIMITED PARTNERS' OWNERSHIP INTERESTS

As a result of the responsibilities and contributions of the Sponsor and the respective Limited Partners, the following outline shall define the ownership interests of the Limited Partners:

- 1) Town of Groton Affordable Housing Trust Fund 33.3%
- 2) France Family (Trust) 50.0%
- 3) Gregg Monastiero 16.7%

GUARANTOR

The Limited Partners shall be NOT be required to guaranty bank debt, or lenders to the Enterprise; any requirement for loan guarantees, and a like, shall be the responsibility of the Sponsor. However, the Sponsor and its manager shall have no obligation to provide a guaranty; responsibility shall be at the discretion of the Sponsor.

EQUITY CONTRIBUTIONS BY THE LIMITED PARTNERS

The Limited Partners shall be required to make their respective equity contributions to the Sponsor, in exchange for their ownership shares, prior to Site purchase closing, and a further defined herein.

Furthermore, all funds shall be deposited with counsel to the Sponsor:

Mr. Brian Vaughan, Esq.
 Smolak and Vaughan
 21 High Street
 North Andover, Massachusetts 01845
 978/327-5220

PROJECTED COSTS AND REVENUES

The projected costs, of the Proposed Development, are based on the current residential, commercial and site scenario as forwarded by Mauge Architects Inc. Furthermore, construction of the units (both residential and commercial) is proposed as wood frame construction with "base" interior finish specifications; specific buyers may desire a higher value/cost finish package which the Sponsor may elect to add as features, however, the decision for which shall be based on the value of financial recapture.

134 Main Street, Groton Massachusetts 01450

Furthermore, projected sales have been proposed based on historic and current sales values, and will, in all likelihood, adjust over time as market conditions change.

Project Costs - Estimated			
Site Development			\$ 425,000
Rehab of existing historic residence	5,000 sf	\$	250,000
New commercial/retail space	1,000 sf	\$	80,000
Residential			
Townhouse Style(15)	30,000 sf	\$	3,300,000
Flat Style Units (Below Market (3))	3,500 sf	\$	385,000
			\$ 4,440,000
Acquisition Costs			\$ 1,000,000
Soft Costs (10%)			\$ 609,280
Sales Commissions			<u>\$ 435.250</u>
Total Costs			(\$ 6,485,530)
Projected Sales			
Townhouse Units	30,000 sf @ \$250/ft		\$7,500,000
Flat Style Units	3,500 sf @ \$200/ft		\$ 700,000
Commercial Space	3,500 sf @ \$150/sf		<u>\$ 525.000</u>
Total Sales Revenue			\$ 8,725,000

TIMING OF THE ENTERPRISE

As a result of the conditions set by the seller, lender and the Sponsor, time is of the essence. Furthermore, a detail of the Proposed Development terms and conditions under which the project shall be to, including but not limited to: timing issues and performance dates have been provided for the investor as a part of this proposal. Therefore, the parties will be required to commit to their obligations no later than April 20, 2011.

In connection with the investor's intent to proceed: this proposal package has provided a commitment letter which is to be acknowledged by the investor, in order to proceed.

BY THE SPONSOR OF MOUNT LAUREL DEVELOPMENT LLC

Robert France, Manager

134 Main Street, Groton Massachusetts 01450

**MEMORANDUM OF UNDERSTANDING PREFERRED
UNIT STOCK INVESTOR AGREEMENT**

SCOPE AND PURPOSE OF THE INVESTOR PREFERRED STOCK PROGRAM It is the purpose of this investor preferred stock program (the "Preferred Unit Stock Investor Program") to supply the necessary capital to Mount Laurel Development LLC, a Massachusetts limited liability corporation, ("MLD"), for the purchase of 134 Main Street, Groton Massachusetts (the "Site"), including all property, rights and improvements, and to develop the Site into a mixed use residential and commercial project for sale to the public (the "Project").

CAPITAL SUM

MLD intends to raise, through private and public sources, *up to* \$800,000 (Eight Hundred Thousand Dollars) in capital through its Preferred Unit Stock Program to achieve the acquisition and future development of the 134 Main Street, Groton Massachusetts property.

LIMITED INVESTMENT

Investor purchases of MLD preferred unit stock shall be limited to:

1. Town of Groton Affordable Housing Trust \$400,000.00
2. France Family (Trust) \$150,000.00
3. Gregg Monastiero \$250,000.00

PREFERRED UNIT STOCKHOLDER RIGHTS

In exchange for capital contributions to MLD, the investor shall receive preferred unit stock in the proposed entity ("MLD Preferred"); furthermore, the MLD Preferred Units shall have the following ownership rights:

Dividends/Share of Profit:

The MLD Preferred Units shall pay a dividend based on the proportionate share of the Project profit as defined in the Project "Development Proposal," and which value shall be determined by the Project accountant at the conclusion of the Project.

Return of Capital:

The MLD Preferred Units shall be redeemed as a function of remaining income, or profit, from the sale of residential and/or commercial units, and or land. Furthermore, prior to the return of investor capital MLD shall satisfy and pay: all Project expenses, costs, fees and otherwise, including but not limited to bank financing; at which time, and only when excess capital has become available, MLD shall allocate the return of investor capital at the proportionate value of investor interest, as defined under the Development Proposal.

Exit Premium:

There shall be NO exit premium paid to any investor.

134 Main Street, Groton Massachusetts 01450

Example:		
<i>Invested Capital</i>		<i>\$ 400,000.00</i>
<i>Return on Capital</i>		
<i>Project Profit</i>	<i>\$2,000,000.00</i>	
<i>Investor Proportionate Share</i>	<i>_____ <u>33%</u></i>	
<i>Investor Return</i>		<i>\$ 660,000.00</i>
<i>Total Funds Returned to Investor</i>		<i>\$1,060,000.00</i>

MOUNT LAUREL DEVELOPMENT LLC OPTIONS -UNDER THE PREFERRED UNIT STOCK INVESTOR PROGRAM

MLD shall have the following rights and options under the Preferred Unit Stock Investor Program: i. MLD shall have the right to redeem all preferred unit stock at its option; however, MLD shall pay all pro-rata dividends as required herein. ii. MLD shall have the right to retain paid-in capital and/or Project profits as it deems necessary to fund the on-going development operations of the Project. However, MLD shall pay-out all proceeds immediately at the conclusion of the Project; and furthermore, shall not retain any capital greater than is required to complete the work of the Project

SECURITIZATION OF THE INVESTMENT

The investment, by the investor, shall be secured by the assets of MLD only; which assets shall include, but may not be limited to: all land and improvements at 134 Main Street, Groton Massachusetts; and all intangible assets. Furthermore, investor interests shall be recorded by notice as allowed under local and state law. However any investor security interest shall be subordinate to Project bank/lender financing as proposed and required by MLD.

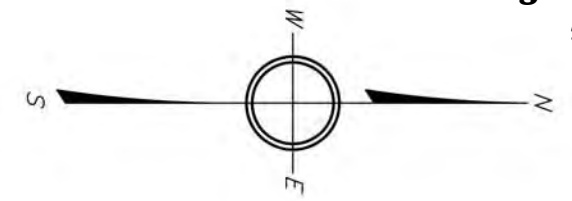
In the event MLD is unable to redeem investor owned preferred unit stock, which redemption shall include all dividends and exit premiums, or in the event of a default by MLD: the MLD Preferred shall provide for the investor to convert to "common equity." Furthermore, the conversion rate of MLD Preferred Units to common equity shall be at One Hundred Percent (100%) of common equity.

ADMINISTRATION OF THE MOUNT LAUREL DEVELOPMENT LLC PREFERRED UNIT STOCK PROGRAM

The Preferred Unit Stock Investor Program shall be administered by Mount Laurel Development LLC LLC and shall be accounted for by John W. Minnehan, CPA, or a future nominee by MLD.

BY THE SPONSOR OF THE MOUNT LAUREL DEVELOPMENT LLC

Robert D. France, Manager



Preliminary Concept Townhouse

Townhouse Cluster



Historic Kildrege Building
First Floor Retail

Additional Retail

Parking for Retail

Pkg.
Barn
for
4 Cars

Public Gazebo

Sewer Capacity Calculation - 04/20/2011

	Gallons Per Day
Total Groton Investment in Pepperell Wastewater Treatment Plant	275,000
Peak Groton Flows Averaged from 2008 through 2010	(180,079)
Additional Projected Flows: Includes Emergency Reserve of 27,500g/d & New and Approved In-District Connections	(116,119)
Potential Capacity Recoverable through Inflow & Infiltration Removal	26,000
Remaining Capacity Available	4,802

Community Preservation Committee



Financial Summary



YEAR	Town Surcharge Collected	Interest Earned	State Match Received	% Match
FY06	\$463,003.00	\$2,892.00		
FY07	\$494,536.00	\$24,994.00	\$472,312.00	100%
FY08	\$511,562.00	\$29,975.00	\$495,171.00	100%
FY09	\$516,520.00	\$13,153.00	\$435,948.00	84.90%
FY10	\$528,432.00	\$7,505.00	\$252,335.00	48.58%
FY11(est)	\$536,000.00	\$6,800.00	\$199,379.00	38.39%
	\$3,050,053.00	\$85,319.00	\$1,855,145.00	
		total	\$4,990,517.00	
	FY08 premium Surrendon Farm		\$137,808.00	
			\$5,128,325.00	

Historical Society Seeks CPA Funds to Renovate Governor George S. Boutwell House

Bonnie Carter, GHS Board Member

Built in 1851 and listed on the National Register of Historic Places in 2005, the Governor George S. Boutwell house on Main Street has been the home of the Groton Historical Society since 1939. From the outside, this handsome building appears to be in excellent condition, but inside is another story. Boutwell House has major infrastructure problems, made all too apparent when water pipes burst on two occasions in 2010, causing serious water damage in several rooms housing irreplaceable historical collections.

The water leaks put both the physical property and material culture of Groton's past at great risk. Several ceilings need complete replacement, and cellar drainage needs to be improved to prevent buildup of mold. The electrical service is no longer adequate to support modern lighting, air conditioning, and use of computers. Pending repair and upgrade of the plumbing and electrical systems, Boutwell House is now closed to the public, with only limited access to its collections.

The Historical Society has applied to the Community Preservation Commission for CPA funding to handle renovations throughout Boutwell House so that it can once again host Open Houses for the public. If approved at Town Meeting on April 25, a CPA historical preservation grant will allow essential rehabilitation to electrical and plumbing systems and insulation work on the infrastructure to begin immediately. The grant will also cover improvements to handicapped accessibility. An entrance ramp will be adapted to the side porch entry and a new handicapped accessible restroom will be added to the first floor.

Rehab Plans and Costs

During this stage of work, expected to take less than a year, we will improve the water and electrical supply to the entire premises. We will replace all the plumbing fittings, pipes and faucets in the museum side of the building. New dedicated shut-off valves will be installed so the water supply can be shut down easily and quickly. Electrical service will become compliant with 21st century technology. From cellar to attic, insulation will be added and air infiltration stopped to make the building more fuel-efficient. All these improvements will aid in the preservation of our collections.

The proposal submitted to the CPC details the scope of work required to make Boutwell House secure and ready to face the future, at an estimated cost of \$176,525. It also includes a Preservation Restriction on the property. Money from an insurance settlement will help defray some of the immediate repair costs but is far from sufficient for all the work required. We are actively seeking additional grants from other foundations and will be mounting a fundraising campaign to continue renovations.

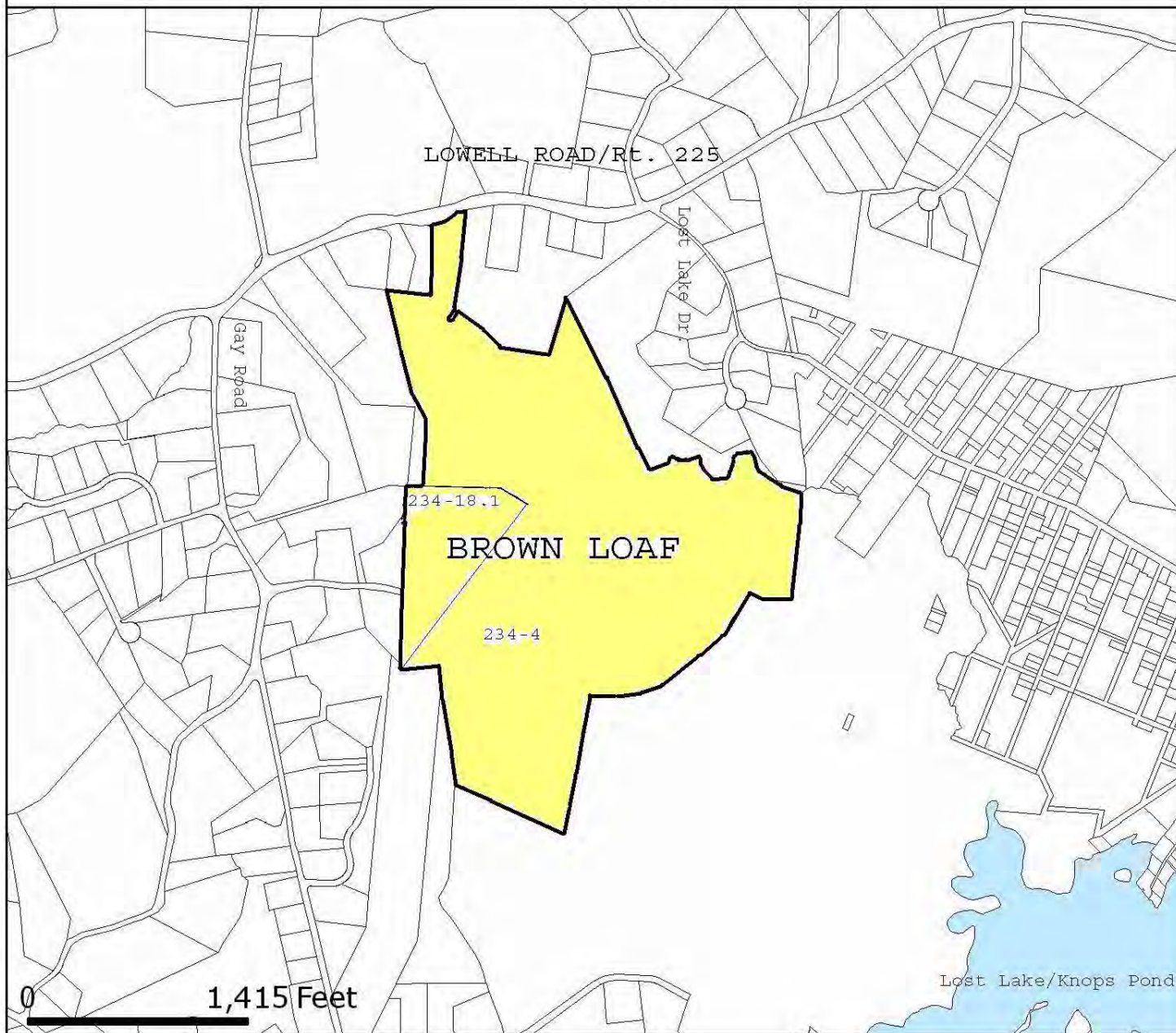
Carrying on business (almost) as usual

While Boutwell House is closed, directors, staff, and volunteers are continuing to review and preserve our documents and three-dimensional objects and are planning to implement new storage and archiving procedures. When Boutwell house reopens, we will have new displays from our collections and a better-organized approach to storage and preservation. Meanwhile, we will be doing all possible to keep the treasures of the museum before the public eye. We have arranged for a changing display at the Groton Public Library and will continue to offer quarterly programs of interest to Groton citizens. Individuals wanting to do research at Boutwell House are encouraged to make appointments through the office (phone: 978-448-0092 or email: info@grotonhistoricalsociety.org). Rehab progress will be posted regularly on our new website, www.grotonhistoricalsociety.org.

In this way, we hope to live up to our mission “to collect, preserve, and display objects, records, and folklore of historic significance from Groton’s past . . . and to familiarize a wider community of citizens with Groton’s history.” A refurbished Boutwell House is an important part of Groton’s future.



Groton GIS



Property Information

234-18.1 11.14 ACRES

234-4 112 ACRES

N

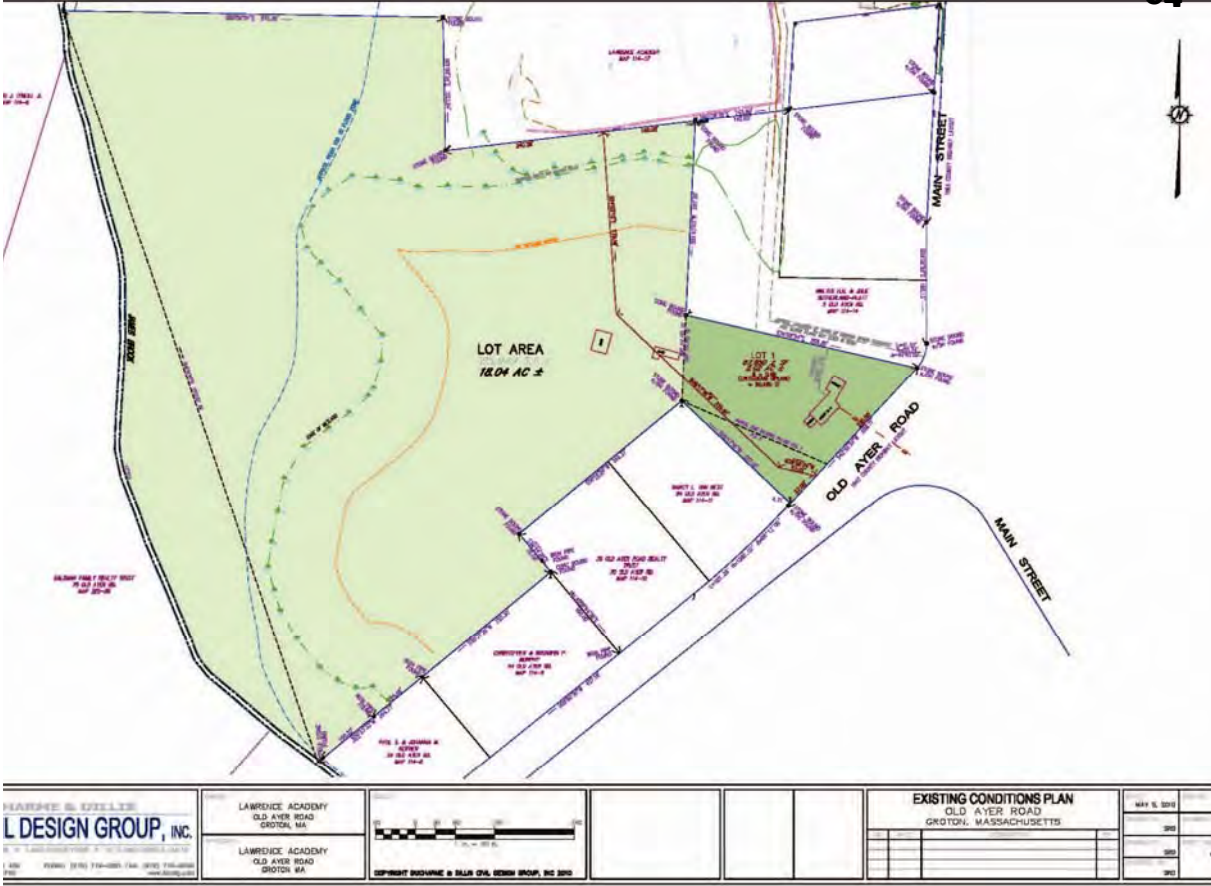


MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

The Town of Groton makes no claims, no representations, and no warranties, expressed or implied, concerning the validity (expressed or implied), the reliability, or the accuracy of the GIS data and GIS data products furnished by the Town, including the implied validity of any uses of such data. The use of this data, in any such manner, shall not supercede any federal, state or local laws or regulations.







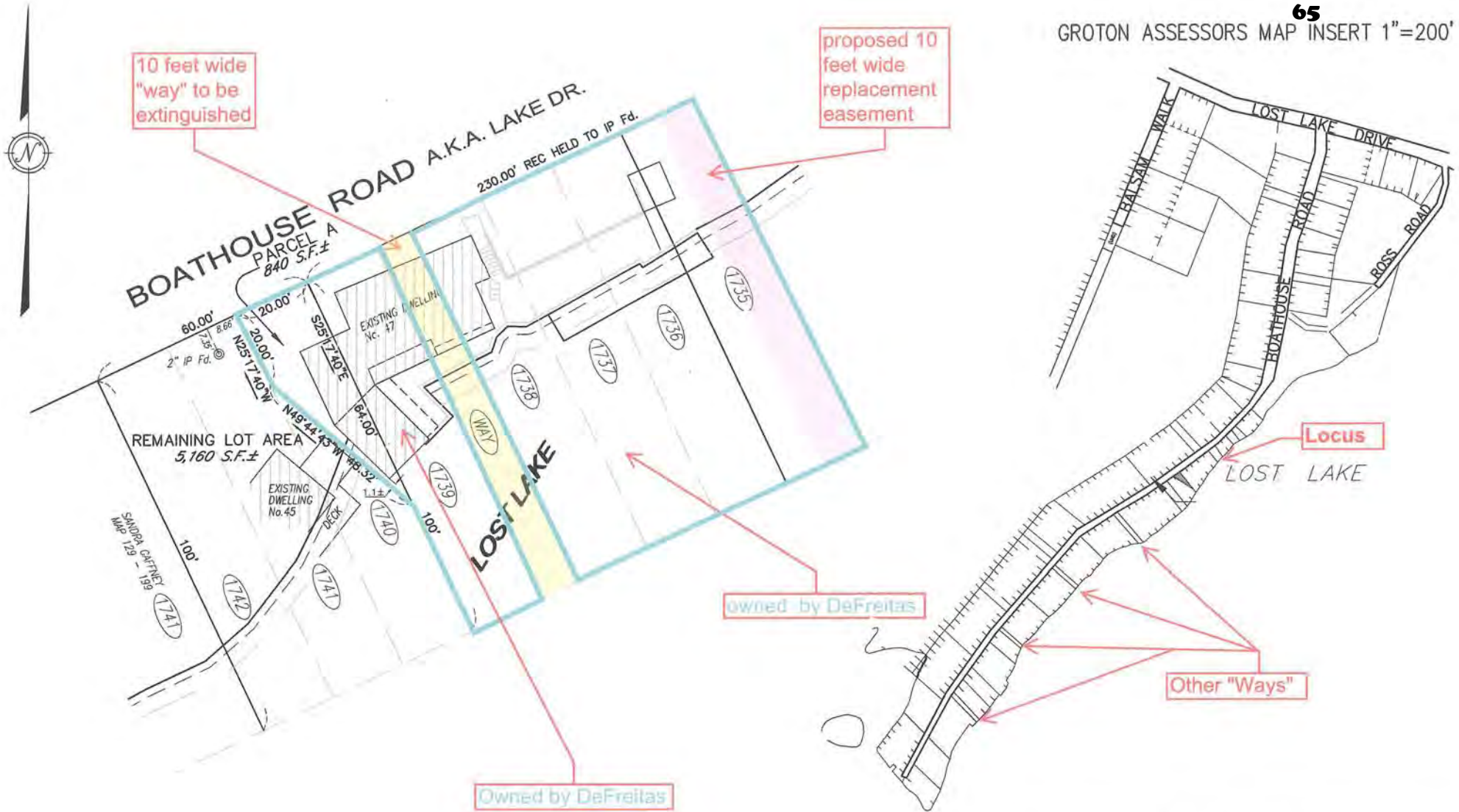
Lawrence Academy

Sewer line Extension Request

Lawrence Academy owns two properties on Old Ayer Road. They are identified as Parcels 114-12, and 114-13 on the town "GIS" mapping system located at 14 Old Ayer Road. Currently only parcel 114-12 is included in the Groton Sewer District.

The Lawrence Academy Board of Trustees is currently updating the LA campus master plan. Preliminary indications are that parcel 114-13 will be designated for athletic fields. Lawrence Academy is requesting the sewer district be extended to include parcel 114-13 so that LA would be able to have a small bathroom facility on that parcel to serve the athletic fields.

Lawrence Academy has sufficient sewer capacity remaining from an amount of capacity purchased by Lawrence Academy through an agreement with the town at the outset of the construction of the town center sewer. This connection would not represent a change to any existing agreement between Lawrence Academy and the Town nor is there any expense to the Town in approving the extension of the sewer district to include lot 114-13.



PLAN OF LAND IN GROTON, MASSACHUSETTS			
DATE: OCTOBER 17, 2007	SCALE: 1 in. = 20 ft.		
PREPARED FOR: PHILLIP J. DEFEITAS 47 BOATHOUSE ROAD GROTON, MASSACHUSETTS 01450	JOB NO. 1391		DWG. NO. 1391
DUCHARME & DILLIS			
CIVIL DESIGN GROUP, INC.			
ENGINEERS • LAND SURVEYORS • WETLAND CONSULTANTS			
1092 MAIN STREET, P.O. BOX 428 PHONE: 978-779-6091 FAX: 978-779-0260 BOLTON, MASSACHUSETTS 01740 www.ddcdg.com			
COPYRIGHT DUCHARME & DILLIS-CIVIL DESIGN GROUP, INC 2006			
DRAWN BY: SRD	CALC'D BY: SRD	CHECKED BY: SRD	SHEET 1 OF 1



TOWN OF GROTON
Lost Lake
Sewer Committee
Status Update
Spring 2011 Town
Meeting

Carol M. Quinn, Chair
Angela C. Fragala-Garger
John R. Giger
Thomas D. Orcutt

Background:

- Wastewater Treatment in the Lost Lake area has been problematic for many years
- 2008 Sewer Committee Formed to explore public sewer feasibility for the Lost Lake Area
- 2009 Spring Town Meeting Appropriated \$300K For Comprehensive Wastewater Management Plan
- 2009/2010 Income Survey for potential USDA grants completed
- 2010 Fall Town Meeting Appropriated \$17K to Prepare and Submit Applications Needed to
 - Determine eligibility for funding from Massachusetts Water Pollution Abatement Trust (WPAT)
 - Prepare and Submit Funding Application to the USDA-RD

Status:

- Income Survey completed
 - Initial review from USDA indicated that the Lost Lake area income was higher than the State's median income
 - The town appealed the initial USDA decision which resulted in the initial determination being reversed. The USDA confirmed that the median income for the Lost Lake Needs area was below the State's median income.
 - Eligibility requirements for USDA-RD grants and loans were met.
- Massachusetts Water Pollution Abatement Trust Application Completed
 - The Lost Lake project qualified for State Revolving Funds (SRF)
 - The applications was rated green which may qualify us for partial loan forgiveness
 - With the completed Comprehensive Wastewater Management Plan (CWMP), we may qualify for zero percent interest loans.
- CWMP including the Environmental Impact Report was delivered by Woodard & Curran
 - The plan envisions approximately 390 potential properties, a treatment plant to be located behind the Lost Lake Fire Station and discharge at Grotonwood property
 - After review of the report, the Lost Lake Sewer Committee, (LLSC) requested an alternative plan utilizing the Ayer treatment facility to see if it could provide a solution with lower annual costs to subscribers.
 - The draft CWMP was received from Woodard & Curran and review is nearing completion.

Future:

- Community outreach will occur once the feasibility of the Ayer treatment plant option is resolved, and estimated costs for all options are known.
- We hope to have the SRF application for the selected solution completed and submitted by October 2011.
- USDA – RD grant applications will be addressed after the treatment plant option is selected.

