

# Warrant, Summary, and Recommendations

## TOWN OF GROTON



## 2009 FALL TOWN MEETING

Groton-Dunstable Middle School Auditorium  
344 Main Street, Groton, Massachusetts 01450

Beginning Monday, October 19, 2009 @ 7:00 PM

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Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

**FALL TOWN MEETING WARRANT  
OCTOBER 19, 2009**

Middlesex, ss.  
Commonwealth of Massachusetts  
To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the nineteenth day of October, 2009 at Seven O'clock in the evening, to consider the following:

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**ARTICLE 1: PRIOR YEAR BILLS**

To see if the Town will vote to transfer from available funds, a sum or sums of money for the payment of unpaid bills from prior fiscal years, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**  
**Finance Committee: Recommended Unanimously**

**Summary:** *Town Meeting approval is required to pay bills from a prior fiscal year. A list of unpaid bills will be provided at Town Meeting.*

**ARTICLE 2: AMEND THE FISCAL YEAR 2010 TOWN OPERATING BUDGET**

To see if the Town will vote to amend the Fiscal Year 2010 Operating Budget as adopted under Article 5 of the April 27, 2009 Spring Town Meeting, and vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for Fiscal Year 2010 as shown in Appendix A of this Warrant, or to take any other action relative thereto.

**FINANCE COMMITTEE**  
**BOARD OF SELECTMEN**  
**TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**  
**Finance Committee: Recommended Unanimously**

**Summary:** *The FY 2010 Budget that was adopted at the Spring Town Meeting was based, in part, on a projected ten (10%) percent reduction in State Aid. When the Town received the FY 2010 Cherry Sheet on June 30, 2009, the actual reduction was thirty (30%) percent putting the budget out of balance. This reduction forced the Town to reduce the budget by approximately \$200,000. The Town has had to eliminate positions and reduce operating expenses in order to meet this reduction. **Appendix A** provides a breakdown of what line items were reduced. The Budget needs to be amended and reduced before the FY 2010 Tax Rate can be set.*

**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend the Fiscal Year 2010 Town of Groton Wage and Classification schedule by adding the following two new positions:

<u>Position</u>	<u>Grade</u>
Director of Public Works	Grade 17
Land Use Director/Town Planner	Grade 14

and, further, change the title of the Personnel Manager to Human Resources Director, or to take any other action relative thereto.

**TOWN MANAGER**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *The Fiscal Year 2010 Budget consolidated various departments into a Department of Public of Works. This consolidation is saving money, as well as made the Town's public works operations more efficient. Following that example, the various Land Use Departments (Planning Board, Conservation Commission, Board of Health, Zoning Board of Appeals, Building Department, and Historic District Commission) have been reorganized and consolidated. This will also enable the Town to save money and become more efficient in its Land Use operations. Two new department head level positions are being created to oversee these two operations. This article creates those positions and places them in the Town's Wage and Classification Schedule. Please note that there is no increase in the number of Town employees.*

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**ARTICLE 4:            *RESCIND ARTICLE 22 – CONDUCT INCOME SURVEY***

To see if the Town will vote to rescind the vote taken under Article 22 of the April 27, 2009 Spring Town Meeting that appropriated \$8,500 to conduct an income survey of the Lost Lake area as identified in the Phase I Project Evaluation Report completed in 2005, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *The Spring Town Meeting appropriated \$8,500 to conduct this survey. When the Town went out to bid for the Phase II and Phase III Wastewater Management Plan for Lost Lake, we were able to fold this work into that contract, saving the Town the additional appropriation. The Town Meeting had appropriated \$300,000 for the Phase II and Phase III work and the bid, including the income survey, came in at \$250,000. This appropriation is no longer necessary.*

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**ARTICLE 5: AMEND ARTICLE 23 – ADD WEST GROTON SEWER DISTRICT**

To see if the Town will vote to amend the vote taken under Article 23 of the April 27, 2009 Spring Town Meeting, Phase II and III Lost Lake Wastewater Plan, by adding after the phrase “Wastewater Collection, Treatment and Disposal and Watershed Quality needs for the Lost Lake area” the words “and the West Groton area,” so that the first clause of the vote reads as follows: “the sum of \$300,000 be appropriated for the purpose of financing the planning of Phases II and III of the Comprehensive Wastewater Management Plan/Environmental Impact Report (CWMP/EIR) for Wastewater Collection, Treatment and Disposal and Watershed Quality needs for the Lost Lake area and the West Groton area including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by St. 1998, c.78; or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *The April 27, 2009 Spring Town Meeting appropriated \$300,000 to conduct the Phase II and Phase III Wastewater Management Plan for the Lost Lake area. The Board of Selectmen put this work out to bid and retained the services of Woodard and Curran for \$250,000. The West Groton Sewer Committee has requested that a similar Plan be done for the West Groton Area. The Town has approached Woodard and Curran and asked them to include West Groton in the Lost Lake area plan and complete the work for the total amount of \$300,000. Woodard and Curran has agreed to amend the contract for this amount. The purpose of this article is to amend the original vote to include West Groton within the scope of work so as to allow the Selectmen to amend the contract to include the West Groton area.*

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**ARTICLE 6: MASTER PLAN FUNDING**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to fund the update of the Town’s Comprehensive Master Plan in accordance with Massachusetts General Laws, Chapter 41, §81D, or to take any other action relative thereto.

**PLANNING BOARD**

**Board of Selectmen: *Recommendation Deferred (2 In Favor, 3 At Town Meeting)***  
**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *The Planning Board is requesting funds to update the Comprehensive Master Plan, originally prepared in 1963, and updated in 1990 and 2002. The Board advertised a Request for Proposals, interviewed three consultants and selected Community Opportunities Group. The first phase includes preparation of the Comprehensive Master Plan, based upon an active public participation program. The second phase includes preparation of zoning amendments, general by-law amendments, and other regulatory changes. The project should be completed within 24 months.*

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**ARTICLE 7: GROTON COUNTRY CLUB BUDGET**

To see if the Town will vote in accordance with Section 8 of Chapter 533 of the Acts of 1991, as amended by Chapter 115 of the Acts of 1995 and Chapter 387 of the Acts of 1998, to approve the budget of the Groton Country Club and Recreation Authority, or to take any other action relative thereto.

**BOARD OF SELECTMEN  
GROTON COUNTRY CLUB AUTHORITY**

**Board of Selectmen: *Recommendation Deferred Until Town Meeting***  
**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *The legislation creating the Country Club Authority requires that the Authority present its annual budget to the Town for approval. The Calendar Year 2010 Budget will be available at Town Meeting.*

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**ARTICLE 8: COUNTRY CLUB APPROPRIATION**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to cover a portion of the payroll expenses of the Groton Country Club General Manager and staff in Fiscal Year 2010, or to take any other action relative thereto.

**BOARD OF SELECTMEN  
TOWN MANAGER**

**Board of Selectmen: *Recommended (4 In Favor, 1 Deferred Until Town Meeting)***  
**Finance Committee: *Recommended (4 In Favor, 1 Opposed)***

**Summary:** *Last spring, the Board of Selectmen and the Groton Country Club Authority entered into an agreement that authorized the Town Manager to oversee the operations of the Country Club. This was done primarily to provide better day to day management of the Club and work towards improving the cash flow position of the Club. The Town Manager hired a General Manager last March for an eight month period to allow the Club to meet its demands this past season. In order to allow the General Manager and staff more time to prepare for next season, it is important that the facility remain in operation over the Winter months. This article will provide funding necessary to keep the Club operational through the off season.*

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**ARTICLE 9: TRANSFER MONEY INTO THE CAPITAL STABILIZATION FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money to be added to the sum already on deposit in the Capital Stabilization Fund, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *The Spring Town Meeting appropriated \$307,000 from the Capital Stabilization Fund to fund the FY 2010 Capital Budget. At a minimum, this amount should be returned to the Capital Stabilization Fund. The Fund has a balance of approximately \$200,000. The financial management goal is to achieve and maintain a balance in the Stabilization Fund equal to 5% of its current year total expenditures. Any balance beyond the 5% level should be added to the Capital Stabilization Fund in conjunction with the Capital Plan to reduce overall borrowing and associated costs. The target amount for the Capital Stabilization Fund will be provided at Town Meeting.*

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**ARTICLE 10:           TRANSFER MONEY INTO THE STABILIZATION FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money to be added to the sum already on deposit in the Stabilization Fund, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommendation Deferred Until Town Meeting***  
**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *The balance in this fund is approximately \$1.2 million. The financial management goal is to achieve and maintain a balance in the Stabilization Fund equal to 5% of its current year total expenditures. The target amount for the Stabilization Fund will be provided at Town Meeting.*

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**ARTICLE 11:           OFFSET THE TAX RATE**

To see if the Town will vote to transfer a sum of money from the General Excess and Deficiency Fund (Free Cash) or from other available funds for the purpose of affecting the tax rate for the period beginning July 1, 2009, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommendation Deferred Until Town Meeting***  
**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *The intent of this article is to use a portion of Free Cash or General Stabilization Fund monies as a funding source for the FY 2010 Budget in order to lower the amount of money required to be raised from taxes or to balance a deficit budget. The amount of Free Cash and General Stabilization Fund monies available for appropriation will be provided at Town Meeting.*

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**ARTICLE 12: USE OF REVENUES FROM SEWER ENTERPRISE FUND**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation respecting the use of revenues from the Sewer Enterprise Fund, in substantially the following form, or take any other action relative thereto:

**SECTION 1.** Notwithstanding any general law or rule or regulation of the department of revenue to the contrary, during fiscal years 2011, 2012 and 2013 the town of Groton may use revenues from its Sewer Enterprise Fund to reimburse the town's general fund for sewer system construction debt payments made in connection with the original construction of the Groton Center Sewer System authorized by the vote taken under Article 18 of the March 21, 1987 annual town meeting. The amounts credited to the general fund on account of said reimbursement may be used by the town for any lawful purpose, including the payment of debt service on town bonds that has been exempted from the provisions of section 21C of chapter 59 of the general laws, proposition two and one-half, so called, pursuant to subsection (k) of said section 21C.

**SECTION 2.** This act shall take effect upon its passage.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *Notwithstanding the ratepayers' agreement to continue reimbursement to the General Fund after the end of the sewer system construction bond payments, the Department of Revenue has informed the Town that the final reimbursements of more than \$250,000 to be paid from the Sewer Enterprise Fund after FY 2010 cannot be accomplished without special legislation. This article allows the Board of Selectmen to seek that special legislation. The Sewer Commissioners are in agreement with this approach.*

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**ARTICLE 13: USE OF SEWER REVENUES FOR DEBT SERVICE**

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund for the purpose of funding sewer system construction debt payments due in Fiscal Year 2010, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***



**Summary:** *This article allows the Sewer rate payers to assume the entire cost of the original infrastructure debt payment for FY 2010. In the early 1990s, and again in 2001, the taxpayers agreed to cover increasing portions of the debt for construction of the central sewer system, because the original 50-50 cost split could not be accomplished by the ratepayers without raising rates beyond the ability of the system users to pay. The intent at the time of the votes was that the ratepayers would reimburse the General Fund in the final years of the debt and for several years thereafter. The ratepayers' return of this early investment is being accelerated with the agreement of the Sewer Commissioners now that the Sewer Enterprise Fund has a healthy balance.*

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**ARTICLE 14: EMT/PARAMEDIC TRAINING**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money to add to Line Item 2023 "Fire Department Expenses" of the FY 2010 Operating Budget, as adopted under Article 5 of the April 27, 2009 Spring Town Meeting, to fund EMT Training, or to take any other action relative thereto.

**TOWN MANAGER  
FIRE CHIEF**

**Board of Selectmen: Recommendation Deferred Until Town Meeting**  
**Finance Committee: Recommended (3 In Favor, 2 Deferred Until Town Meeting)**

**Summary:** *The purpose of the training will be to upgrade EMTs to the "Intermediate" or "Paramedic" level. This would improve the medical treatment to the residents of Groton during a medical emergency. Currently, the Groton EMT's are at the "Basic" level and require outside paramedic services to be available and respond in a timely manner to administer advanced medical care.*

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**ARTICLE 15: AMEND TOWN CHARTER – ARTICLE 3, SECTION 3-1**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act as follows:

- 1) amending Chapter 81 of the Acts of 2008, the Groton Charter, by deleting Article 3, Section 3-1(a) "Elective Town Offices" in its entirety and inserting in its place a new Section 3-1(a) as follows:

**Section 3-1: General**

- (a) Elective Town Offices - The town offices to be filled by the voters shall be a town moderator, the board of selectmen, a town clerk, the Groton component of the regional school committee, the Groton Housing Authority, the planning board, the board of library trustees, the commissioners of the trust fund, the Groton electric light commission, the Groton water commission, the Groton sewer commission, the parks commission, the Groton board of health, and other officers or representatives to regional authorities or districts as may be established by law or by inter-local agreement which shall also be filled by ballot at town elections.

and

2) providing that the incumbents then holding the offices of Highway Surveyor, Tree Warden, Constable, and Assessor shall retain said offices and continue to serve until the expiration of their elected terms of office or their sooner resignation, said positions to thereafter be filled by appointment.

or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended (4 In Favor, 1 Deferred Until Town Meeting)***

**Finance Committee: *No Position***

**Summary:** *This proposed amendment to the Town Charter revises the list of elected offices in two distinct ways. It removes the offices of Highway Surveyor and Tree Warden, whose functions will be incorporated into the proposed Department of Public Works. It also removes the Constable and Board of Assessors from the list of elected offices. These offices would now be appointed. These offices require extensive subject matter knowledge. The appointment of individuals to these offices will allow for the assessment of candidates' background and knowledge.*

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#### **ARTICLE 16: AMEND TOWN CHARTER – ARTICLE 3, SECTION 3-2(b)**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act amending Chapter 81 of the Acts of 2008, the Groton Charter, by adding a new paragraph 5 in Article 3, Section 3-2(b), "Powers and Duties" of the Board of Selectmen, as follows:

5. The board of selectmen, by a majority vote, may delegate to the town manager the authority to sign payroll warrants and accounts payable warrants concerning the everyday operations of the town.

or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen: *Not Recommended (3 Against, 2 In Favor)***

**Finance Committee: *No Position***

**Summary:** *The signing of the payroll and accounts payable warrants is the responsibility of the Board of Selectmen, as identified in M.G.L. Chapter 41, Section 56. This responsibility serves as an oversight on the town treasury. On a bi-weekly basis, the warrants are delivered, usually with a large number of detailed expense and payroll items. Individual Selectmen practices vary with respect to their detailed review of the warrants. It is recommended that the Charter be revised to authorize the Selectmen to delegate the authority, at their discretion, to sign expense and payroll warrants to the Town Manager. The Selectmen can also revoke this delegation, and impose limits on signing authority.*

**ARTICLE 17: AMEND TOWN CHARTER – ARTICLE 3, SECTION 3-2(d)**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act as follows:

1) amending Chapter 81 of the Acts of 2008, the Groton Charter, by deleting Article 3, Section 3-2(d) "Appointing Authority" in its entirety and inserting in its place a new Section 3-2(d) as follows:

**(d) Appointing Authority** - The board of selectmen shall appoint the town manager, finance committee, town counsel, a board of assessors, a zoning board of appeals, and a board of registrars. The board of selectmen shall also appoint, consistent with the provisions of Section 4-2(d) of this charter, a police chief and a fire chief. The police chief shall serve under section 97A of chapter 41 of the General Laws. The fire chief shall serve under Section 42 of Chapter 48 of the General Laws. The board of selectmen shall also appoint a conservation commission, council on aging, housing partnership, local cultural council, and other committees required by state statute.

and

2) providing that the incumbents then holding the office of Assessor shall retain said offices and continue to serve until the expiration of their elected terms of office or their sooner resignation, said positions to thereafter be filled by appointment.

or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended (4 In Favor, 1 Deferred Until Town Meeting)**  
**Finance Committee: No Position**

**Summary:** *This article provides for the establishment of an appointed Board of Assessors, to be appointed by the Board of Selectmen. In addition, this article also identifies additional offices to be appointed by the Board of Selectmen, omitted from the original charter language: Conservation Commission, Council on Aging, Housing Partnership, Local Cultural Council, and other committees required by state statute to be appointed by the Board of Selectmen.*

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**ARTICLE 18: AMEND TOWN CHARTER – ARTICLE 4, SECTION 4-2(c)**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act amending Chapter 81 of the Acts of 2008, the Groton Charter, by adding to Article 4, Section 4-2(c), "Powers and Duties" of the Town Manager, the words "and other appointed members of Town Government" after the word "employees," so that Section 4-2(c) reads as follows:

(c) To appoint and remove department heads, officers, subordinates, employees and other appointed members of town government for whom no other method of appointment or removal is provided in this charter or by-law. Appointments made by the town manager shall be confirmed by the board of selectmen within (15) days of the date the town

manager files notice of the action with the board of selectmen. Failure by the board of selectmen to confirm an appointment within (15) days shall constitute rejection of the appointment.

or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *The original charter did not specifically provide for the appointment of various town volunteers and many committee members. This article seeks to amend the charter to authorize the Town Manager to appoint these positions. All Town Manager appointments are subject to ratification by the Board of Selectmen.*

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**ARTICLE 19:            **AMEND TOWN CHARTER – ARTICLE 4, SECTION 4-4(b)****

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act amending Chapter 81 of the Acts of 2008, the Groton Charter, by deleting Article 4, Section 4-4(b), "Temporary Absence or Disability" of the Town Manager, in its entirety and inserting in its place a new Section 4-4(b) as follows:

- (b)** Temporary Absence or Disability - The town manager may designate by letter filed with the town clerk and board of selectmen a capable officer of the town to perform the duties of town manager during a temporary absence or disability lasting 7 days or more. If the town manager fails to make such a designation, or if the person so designated is unable to serve, the board of selectmen may designate some other capable person to perform the duties of town manager. If the absence or disability exceeds 30 days, any designation by the town manager shall be subject to approval by the board of selectmen.

or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *This proposed amendment to the charter further details the authorization for the Town Manager to designate a temporary or acting town manager in the event of a Town Manager absence or disability. The original charter language did not include any measure of time describing the phrase "temporary absence or disability." The amendment adds the words "lasting 7 days or more." As in the original charter, if the absence or disability exceeds 30 days, the designation is subject to the approval of the Selectmen. Likewise, if no designation is made by the Town Manager the Selectmen may designate a temporary or acting town manager.*

**ARTICLE 20: AMEND TOWN CHARTER – ARTICLE 4, SECTION 4-5**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act amending Chapter 81 of the Acts of 2008, the Groton Charter, by deleting Article 4, Section 4-5, "Screening Committee," in its entirety and inserting in its place a new Section 4-5 "Screening Committee" as follows:

**Section 4-5 - Screening Committee**

Whenever a vacancy shall occur in the office of town manager a screening committee shall be established for the purpose of soliciting, receiving and evaluating applications for the position of town manager. The screening committee shall consist of seven persons who shall be chosen as follows: the board of selectmen shall designate three members, the finance committee shall designate two members, and the town moderator and the town clerk shall each designate one member. Persons chosen by the said agencies may, but need not, be members of the agency by which they are designated.

Not more than twenty-one days following the notice of the vacancy or pending vacancy the town clerk shall call and convene a meeting of the several persons chosen as aforesaid who shall meet to organize and to plan a process to advertise the vacancy and to solicit by other means candidates for the office. The committee shall proceed notwithstanding the failure of any town agency to designate its representatives.

The screening committee shall review all applications that are received by it, screen all such applicants by checking and verifying work records and other credentials, and provide for interviews to be conducted with such number of candidates as it deems to be necessary, desirable or expedient.

Not more than 90 days after the date on which the committee meets to organize, the committee shall submit to the board of selectmen the names of not less than three nor more than five persons whom it believes to be best suited to perform the duties of the office of town manager. The board of selectmen shall, within forty-five days following the date of receipt of the list of nominees choose one candidate from the list to fill the position of town manager or reject such nominees and direct that the committee resume the search.

Upon the appointment of a town manager the committee established hereunder shall be considered discharged.

or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended (3 In Favor, 2 Against)***

**Finance Committee: *No Position***

**Summary:** *This article proposes to amend the charter with three provisions. The screening committee, authorized under the charter to assess candidates for town manager, is expanded from five to seven members in order to provide for a larger constituency. The Board of Selectmen is to designate three members of the screening committee (increased from two), the Finance Committee to designate two members (increased from one), the Town Moderator to designate one member and the Town Clerk, in place of the Personnel Board, to designate one member. Additionally, the length of time the Selectmen have to act upon recommended candidates is increased from 20 days to 45 days.*

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**ARTICLE 21:           AMEND TOWN CHARTER – ARTICLE 5**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act amending Chapter 81 of the Acts of 2008, the Groton Charter, by adding to Article 5 a new Section 5-4 entitled “Department of Public Works” as follows:

**Section 5-4:       Department of Public Works**

**5-4-1**       There shall be a department of public works in the town under a director. Said director shall be appointed by the town manager subject to confirmation by the board of selectmen in accordance with section 4-2(c) of this charter. Said director shall also serve as and perform the duties of a highway surveyor as set forth in the general laws.

**5-4-2**       The principal functions of the department of public works shall include:

- (a) the construction, maintenance, repair, and cleaning of public town roads, sidewalks, street lights, storm drains, bridges, dikes, and other public way related structures;
- (b) the maintenance, repair, and cleaning of all buildings owned or leased by the town except those of the regional school district;
- (c) the maintenance of the old cemetery, parks, parking areas, recreational and beach facilities, except those of the regional school district;
- (d) snow removal, including the salting and sanding of roads, except those of the regional school district;
- (e) supervising the collection and disposal of garbage and other refuse and the maintenance and operation of all facilities for the disposal of same;
- (f) the supervision, care and replacement of trees;
- (g) providing for, or causing to be provided, the maintenance and repair of certain town owned vehicles;
- (h) implementing the policies developed by the Groton water commission and the Groton sewer commission, performing functions required by the rules and regulations of the Groton municipal water and sewer systems, routine operation and maintenance and other functions related to the municipal water and sewer systems of the town;

(i) such other functions as may be prescribed by the town manager.

**5-4-3 Powers and Duties.** The department shall work in close coordination with the necessary town boards and departments to enable the effective and efficient performance of its duties pursuant to the general laws, this charter, by-law or vote of town meeting.

or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *No Position***

**Summary:** *This article provides for the establishment of a Department of Public Works. The functions of the previously elected highway surveyor and tree warden are incorporated into the Department. Those elected positions will be eliminated. The Department of Public Works will also incorporate Water and Sewer Commission operational activities.*

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**ARTICLE 22: PERSONNEL BYLAW AMENDMENT**

To see if the Town will vote to amend Chapter 48, "Personnel" of the Code of the Town of Groton by deleting the current Chapter 48 in its entirety, and replacing it with a new Chapter 48, "Personnel", a copy of which is on file in the Office of the Town Clerk, or to take any other action relative thereto.

**BOARD OF SELECTMEN  
TOWN MANAGER**

**Board of Selectmen: *Recommended (4 In Favor, 1 Deferred Until Town Meeting)***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *The current Personnel Bylaw is in conflict with the Groton Town Charter. The Spring Town Meeting had several articles that amended various bylaws that were in conflict with the Charter. The Personnel Bylaw was not amended at that time. Several functions that used to be performed by the Personnel Board are now the responsibility of the Board of Selectmen and the Town Manager as stated in the Charter. The Town also has a professional Human Resources Director to advise the Board of Selectmen and Town Manager on personnel matters. Finally, an additional personal day has been added to bring Bylaw employees in line with a benefit contained in the various union contracts.*

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**ARTICLE 23: ACCEPT MGL, CHAPTER 41, SECTIONS 111M AND 111N**

To see if the Town will vote to accept the provisions of M.G.L., Chapter 41, §111M, "Emergency Medical Technicians; Leave Without Loss of Pay While Incapacitated"; and M.G.L., Chapter 41, §111N, "Indemnification of Emergency Medical Technicians for Certain Expenses", or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *The Town's Firefighters/EMTs have expressed concern that they would not be covered by MGL, Chapter 41, §111F (Workers Comp for Police Officers and Firefighters) if they were injured while performing EMT duties. By accepting MGL, Chapter 41, Sections 111M and 111N, the Town will be providing our Firefighters/EMTs the assurance they would receive their pay in the event they are injured on the job through no fault of their own, whether they are performing as a firefighter or EMT.*

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**ARTICLE 24: ACCEPTANCE OF BROWN LANE**

To see if the Town will vote to accept as a public way the roadway known as Brown Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "As Built Plan of Brown Lane in Groton, Mass. Prepared for Brown Lane Homeowner's Association," dated January, 2009, prepared by David E. Ross Associates, Inc., a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *No Position***

**Summary:** *To accept Brown Lane as a public way.*

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**ARTICLE 25: PURCHASE LAND ON BOSTON ROAD – APPLY FOR GRANT**

To see if the Town will vote to authorize the Conservation Commission to acquire, on behalf of the Town, a certain parcel of land located on Boston Road, shown as parcels 23 and 24.1 on Groton Assessors' Map 253 and containing approximately 25.54 acres, said land to be managed and controlled by the Conservation Commission for conservation and passive recreation purposes pursuant to Section 8C of Chapter 40 of the General Laws; to transfer or appropriate from the Conservation Fund a sum of money therefore in advance of a Massachusetts Local Acquisitions for Natural Diversity (LAND) Program (formerly "self help") grant with said proceeds to be returned to the Conservation Fund; to authorize the Conservation Commission to apply for a Land Program ("self help") grant for such acquisition pursuant to Section 11 of Chapter 132A of the General Laws and to act as the official representative for



such application; to authorize the Board of Selectmen to petition the General Court for any special legislation necessary for such acquisition; and to authorize the Conservation Commission and the Board of Selectmen to execute all documents and take all actions necessary in connection with such acquisition; or to take any other action relative thereto.

### **CONSERVATION COMMISSION**

**Board of Selectmen: *Recommended Unanimously***

**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *Applying for a state grant will enable the Town to leverage funds already set aside in the Conservation Fund for the acquisition of conservation land through a fee simple purchase. The land is located at the Groton-Littleton town line on Rt. 119, and is the site where a 40B development consisting of 36 housing units has been proposed. If the acquisition takes place, the parcels will be acquired to preserve and protect what may be the largest certified vernal pool in Massachusetts. Approval of this project would preserve about 9.6 acres of Certified Vernal Pool #3182 and 15.94 acres of adjacent upland for a total of 25.54 acres, a unique combination of vernal pool and associated upland habitats. The area is known habitat of rare species identified by the Natural Heritage & Endangered Species Program.*

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### **ARTICLE 26: PURCHASE LAND ON ISLAND POND ROAD – APPLY FOR GRANT**

To see if the Town will vote to authorize the Conservation Commission to acquire, on behalf of the Town, a certain parcel of land located on Island Pond Road, shown as a portion of Parcel 29.3 on Groton Assessors' Map 247 and a portion of Parcel 16 on Groton Assessors' Map 246, containing approximately 2.48 acres, said land to be managed and controlled by the Conservation Commission for conservation and passive recreation purposes pursuant to Section 8C of Chapter 40 of the General Laws; to transfer or appropriate from the Conservation Fund a sum of money therefore, in advance of a Massachusetts Local Acquisition for Natural Diversity (LAND) Program grant with said proceeds to be returned to the Conservation Fund; to authorize the Conservation Commission to apply for a LAND grant for such acquisition pursuant to Section 11 of Chapter 132A of the General Laws and to act as the official representative for such application; to authorize the Board of Selectmen to petition the General Court for any special legislation necessary for such acquisition; and to authorize the Conservation Commission and the Board of Selectmen to execute all documents and take all actions necessary in connection with such acquisition; or to take any other action relative thereto.

### **CONSERVATION COMMISSION**

**Board of Selectmen: *Recommended Unanimously***

**Finance Committee: *Recommendation Deferred Until Town Meeting***

**Summary:** *Applying for a state grant will enable the Town to leverage funds already set aside in the Conservation Fund for the acquisition of conservation land through a fee simple purchase. This acquisition would provide an alternate trail link between north and south portions of an abandoned railroad bed known as the Red Line Path. It has frontage on Island Pond Road and connects with land to the south permanently protected by the Groton Conservation Trust and Conservation Commission and could eventually link to land to the north in Dunstable.*

**ARTICLE 27: PURCHASE LAND ON LOWELL ROAD – APPLY FOR GRANT**

To see if the Town will vote to authorize the Conservation Commission to acquire, on behalf of the Town, a certain parcel of land located on Lowell Road, shown as a portion of Parcel 98 on Groton Assessors' Map 233 containing approximately 6.74 acres, said land to be managed and controlled by the Conservation Commission for conservation and passive recreation purposes pursuant to Section 8C of Chapter 40 of the General Laws; to transfer or appropriate from the Conservation Fund the sum of \$150,000 therefore, in advance of a Massachusetts Local Acquisition for Natural Diversity (LAND) Program grant with said proceeds to be returned to the Conservation Fund; to authorize the Conservation Commission to apply for a LAND grant for such acquisition pursuant to Section 11 of Chapter 132A of the General Laws and to act as the official representative for such application; to authorize the Board of Selectmen to petition the General Court for any special legislation necessary for such acquisition; and to authorize the Conservation Commission and the Board of Selectmen to execute all documents and take all actions necessary in connection with such acquisition; or to take any other action relative thereto.

**CONSERVATION COMMISSION**

**Board of Selectmen: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *Applying for a state grant will enable the Town to leverage funds already set aside in the Conservation Fund for the acquisition of conservation land through a fee simple purchase. This land has frontage on Lowell Road and is contiguous to the Martin's Pond Conservation Area and would provide upland access for parking and walking trails. In addition, acquiring this parcel would expand known rare wildlife habitat that contributes to the biodiversity of the Town and region.*

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**ARTICLE 28: 36 ANTHONY DRIVE – CONNECTION TO TOWN SEWER**

To see if the Town will vote to extend the "Groton Center Sewer System" as established by the vote under Article 14 of the Town Meeting of April 6, 2005, to include Assessors' Lot 216-9, 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, or to take any other action relative thereto.

**BOARD OF SEWER COMMISISONERS**

**Board of Selectmen: *Recommendation Deferred (2 Against, 3 At Town Meeting)***  
**Finance Committee: *Not Recommended (4 Opposed, 1 Deferred Until Town Meeting)***

**Summary:** *This article seeks approval to extend the Groton Center Sewer System to include Assessors' Lot 216-9 to allow the property to connect to the Town Sewer System. All costs would be borne by the property owner.*

Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 29<sup>th</sup> Day of September in the year of our Lord Two Thousand Nine.

Peter S. Cunningham  
Peter S. Cunningham, Chairman

George F. Dillon, Jr.  
George F. Dillon, Jr., Vice-Chairman

Anna Eliot, Clerk  
Anna Eliot, Clerk

Joshua A. Degen  
Joshua A. Degen, Member

Stuart M. Schulman  
Stuart M. Schulman, Member

OFFICERS RETURN  
Groton, Middlesex

Pursuant to the within Warrant, I have this day notified the Inhabitants to assemble at the time, place, and for the purpose mentioned as within directed. Personally posted by Constable.

\_\_\_\_\_  
Constable

\_\_\_\_\_  
Date Duly Posted

# APPENDIX A

## FISCAL YEAR 2010

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b><u>GENERAL GOVERNMENT</u></b>			
<b>MODERATOR</b>			
1000	Salaries	\$ 65	\$ 65
1001	Expenses	\$ 80	\$ 80
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 145</b>	<b>\$ 145</b>
<b>BOARD OF SELECTMEN</b>			
1020	Salaries	\$ 3,950	\$ 3,950
1021	Wages	\$ -	\$ -
1022	Expenses	\$ 2,259	\$ 2,259
1023	Engineering/Consultant	\$ -	\$ -
1024	Minor Capital	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 6,209</b>	<b>\$ 6,209</b>
<b>TOWN MANAGER</b>			
1040	Salaries	\$ 105,000	\$ 162,222
1041	Wages	\$ 83,219	\$ 39,192
1042	Expenses	\$ 5,940	\$ 5,940
1043	Engineering/Consultant	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 194,159</b>	<b>\$ 207,354</b>
<b>FINANCE COMMITTEE</b>			
1060	Expenses	\$ 500	\$ 500
1061	Reserve Fund	\$ 150,000	\$ 150,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 150,500</b>	<b>\$ 150,500</b>

*Adjusted to reflect Executive Assistant's classification as an "exempt" employee and a salary adjustment for the Town Manager, as well as coverage for Board of Health meetings.*

LINE	DEPARTMENT/DESCRIPTION		ADOPTED BUDGET 27-Apr-09		FINAL BUDGET 19-Oct-09
<b>TOWN ACCOUNTANT</b>					
1080	Salaries	\$	72,000	\$	72,000
1081	Wages	\$	29,217	\$	29,217
1082	Expenses	\$	24,400	\$	24,400
<b>DEPARTMENTAL TOTAL</b>		<b>\$</b>	<b>125,617</b>	<b>\$</b>	<b>125,617</b>
<b>BOARD OF ASSESSORS</b>					
1100	Salaries	\$	74,955	\$	74,955
1101	Wages	\$	81,750	\$	81,750
1102	Expenses	\$	14,550	\$	14,550
1103	Update Maps	\$	4,500	\$	4,500
1104	Legal Expense	\$	-	\$	-
<b>DEPARTMENTAL TOTAL</b>		<b>\$</b>	<b>175,755</b>	<b>\$</b>	<b>175,755</b>
<b>TREASURER/TAX COLLECTOR</b>					
1120	Salaries	\$	72,780	\$	72,780
1121	Wages	\$	98,988	\$	98,988
1122	Expenses	\$	27,615	\$	27,615
1123	Tax Title	\$	8,100	\$	8,100
1126	Bond Cost	\$	2,000	\$	2,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$</b>	<b>209,483</b>	<b>\$</b>	<b>209,483</b>
<b>TOWN COUNSEL</b>					
1160	Expenses	\$	90,000	\$	90,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$</b>	<b>90,000</b>	<b>\$</b>	<b>90,000</b>
<b>PERSONNEL BOARD</b>					
1180	Salary	\$	46,368	\$	46,368
1181	Expenses	\$	2,750	\$	2,750
<b>DEPARTMENTAL TOTAL</b>		<b>\$</b>	<b>49,118</b>	<b>\$</b>	<b>49,118</b>

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b>COMPUTER COMMITTEE</b>			
1200	Salary	\$ 58,475	\$ 30,000
1201	Expenses	\$ 20,000	\$ 25,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 78,475</b>	<b>\$ 55,000</b>
<b>GIS STEERING COMMITTEE</b>			
1220	Expenses	\$ 16,600	\$ 16,600
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 16,600</b>	<b>\$ 16,600</b>
<b>TOWN CLERK</b>			
1240	Salaries	\$ 60,000	\$ 60,000
1241	Wages	\$ 45,554	\$ 45,554
1242	Expenses	\$ 6,441	\$ 6,441
1243	Vital Statistics	\$ 250	\$ 250
1244	Update By-laws	\$ 8,000	\$ 8,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 120,245</b>	<b>\$ 120,245</b>
<b>ELECTIONS &amp; BOARD OF REGISTRARS</b>			
1260	Stipend	\$ 4,030	\$ 4,030
1261	Expenses	\$ 6,400	\$ 6,400
1262	Minor Capital	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 10,430</b>	<b>\$ 10,430</b>
<b>STREET LISTINGS</b>			
1300	Expenses	\$ 4,406	\$ 4,406
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 4,406</b>	<b>\$ 4,406</b>
<b>CONSERVATION COMMISSION</b>			
1320	Salary	\$ 54,529	\$ 54,529
1321	Wages	\$ -	\$ -
1322	Expenses	\$ 8,440	\$ 8,440
1323	Engineering & Legal	\$ -	\$ -
1324	Minor Capital	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 62,969</b>	<b>\$ 62,969</b>

*Adjusted for part year hire due to State Aid reduction and needed equipment replacement.*

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09	
<b>PLANNING BOARD</b>				<i>Adjusted to reflect new land use department consolidation and newly created Land Use Director/Town Planner Position.</i>
1340	Salaries	\$ 67,738	\$ 69,229	
1341	Wages	\$ -	\$ -	
1342	Expenses	\$ 5,000	\$ 5,000	
1343	Engineering	\$ 4,000	\$ 4,000	
1344	Consultant	\$ 4,500	\$ 4,500	
1345	M.R.P.C. Assessment	\$ 2,672	\$ 2,672	
1346	Legal Budget	\$ -	\$ -	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 83,910</b>	<b>\$ 85,401</b>	
<b>ZONING BOARD OF APPEALS</b>				<i>Adjusted to reflect actual cost of Zoning Board of Appeals Office Assistant position.</i>
1360	Wages	\$ -	\$ 18,485	
1361	Expenses	\$ 13,000	\$ 1,500	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 13,000</b>	<b>\$ 19,985</b>	
<b>MUNICIPAL BUILDING AND PROPERTY MAINTENANCE</b>				
1380	Wages	\$ 68,804	\$ 68,804	
1381	Expenses	\$ 187,050	\$ 187,050	
1382	Minor Capital	\$ 20,000	\$ 20,000	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 275,854</b>	<b>\$ 275,854</b>	
<b>INSURANCE &amp; BONDING</b>				<i>Adjusted to reflect actual distribution of expenses. No increase in original appropriation.</i>
1400	Insurance & Bonding	\$ 168,000	\$ 143,000	
1401	Insurance Deductible Reserve - Liability	\$ 12,000	\$ 12,000	
1402	Insurance Deductible Reserve - 111F	\$ -	\$ 25,000	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 180,000</b>	<b>\$ 180,000</b>	
<b>TOWN REPORT</b>				
1440	Expenses	\$ 1,500	\$ 1,500	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,500</b>	<b>\$ 1,500</b>	
<b>HISTORIC DISTRICT COMMISSION</b>				
1480	Wages	\$ -	\$ -	
1481	Expenses	\$ -	\$ -	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b>POSTAGE/OFFICE SUPPLIES</b>			
1520	Expenses	\$ 47,960	\$ 47,960
1521	Lease/Copier	\$ -	\$ -
1522	Copier Purchase	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 47,960</b>	<b>\$ 47,960</b>
<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$ 1,896,335</b>	<b>\$ 1,894,531</b>

**PROTECTION OF PERSONS AND PROPERTY**

<b>POLICE DEPARTMENT</b>			
2000	Salaries	\$ 108,482	\$ 108,482
2001	Wages	\$ 1,257,346	\$ 1,248,753
2002	Expenses	\$ 150,820	\$ 150,820
2003	Lease or Purchase of Cruisers	\$ 16,500	\$ 16,500
2004	PS Building (Expenses)	\$ 45,000	\$ 45,000
2005	Minor Capital	\$ 13,460	\$ 13,460
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,591,608</b>	<b>\$ 1,583,015</b>

*Adjusted to reflect State Aid reduction in "Quinn Program" reimbursement. Also adjusted to reflect three year contract approval between the Town and Police Union.*

<b>FIRE DEPARTMENT</b>			
2020	Salaries	\$ 115,418	\$ 115,418
2021	Wages	\$ 475,437	\$ 475,437
2023	Expenses	\$ 95,794	\$ 95,794
2024	Building Maintenance	\$ 14,405	\$ 14,405
2025	Minor Capital	\$ 20,000	\$ 20,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 721,054</b>	<b>\$ 721,054</b>

<b>GROTON WATER FIRE PROTECTION</b>			
2040	West Groton Water District	\$ 750	\$ 750
2041	Groton Water Department	\$ 2,500	\$ 2,500
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 3,250</b>	<b>\$ 3,250</b>

<b>BUILDING INSPECTOR</b>			
2060	Salaries	\$ 56,179	\$ 56,179
2061	Wages	\$ 47,509	\$ 47,565
2062	Expenses	\$ 7,850	\$ 7,850
2063	Minor Capital	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 111,538</b>	<b>\$ 111,594</b>

*Adjusted to reflect minor adjustment in salary of Land Use Administrative Assistant.*



LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b>MECHANICAL INSPECTOR</b>			
2080	Fee Salaries	\$ 32,000	\$ 32,000
2081	Expenses	\$ 3,000	\$ 3,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 35,000</b>	<b>\$ 35,000</b>
<b>SEALER OF WEIGHTS &amp; MEASURES</b>			
2080	Fee Salaries	\$ 2,960	\$ 2,960
2081	Expenses	\$ 175	\$ 175
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 3,135</b>	<b>\$ 3,135</b>
<b>EARTH REMOVAL INSPECTOR</b>			
2120	Stipend	\$ 1	\$ 1
2121	Expenses	\$ 150	\$ 150
2122	Minor Capital	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 151</b>	<b>\$ 151</b>
<b>ANIMAL INSPECTOR</b>			
2140	Salary	\$ 2,082	\$ 2,082
2141	Expenses	\$ 400	\$ 400
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,482</b>	<b>\$ 2,482</b>
<b>ANIMAL CONTROL OFFICER</b>			
2160	Salary	\$ 2,082	\$ 2,082
2161	Expenses	\$ 400	\$ 400
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,482</b>	<b>\$ 2,482</b>
<b>EMERGENCY MANAGEMENT AGENCY</b>			
2180	Salary	\$ 1,270	\$ 1,270
2182	Expenses	\$ 6,361	\$ 6,361
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 7,631</b>	<b>\$ 7,631</b>
<b>DOG OFFICER</b>			
2200	Salary	\$ 13,973	\$ 13,973
2201	Expenses	\$ 5,400	\$ 5,400
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 19,373</b>	<b>\$ 19,373</b>

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b>POLICE &amp; FIRE COMMUNICATIONS</b>			
2220	Wages	\$ 300,949	\$ 300,949
2221	Expenses	\$ 21,925	\$ 21,925
2222	Minor Capital		

<b>DEPARTMENTAL TOTAL</b>		<b>\$ 322,874</b>	<b>\$ 322,874</b>
<b>TOTAL PROTECTION OF PERSONS AND PROPERTY</b>		<b>\$ 2,820,578</b>	<b>\$ 2,812,041</b>

**REGIONAL SCHOOL DISTRICT BUDGETS**

<b>NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL</b>			
3000	Operating Expenses	\$ 469,457	\$ 469,457

<b>DEPARTMENTAL TOTAL</b>		<b>\$ 469,457</b>	<b>\$ 469,457</b>
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<b>GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT</b>			
3020	Operating Expenses	\$ 14,152,469	\$ 14,152,469
3021	Debt Service, Excluded	\$ 1,787,118	\$ 1,787,118
3022	Debt Service, Unexcluded	\$ 19,555	\$ 19,555
3023	Out of District Placement	\$ 1	\$ 1

<b>DEPARTMENTAL TOTAL</b>		<b>\$ 15,959,143</b>	<b>\$ 15,959,143</b>
<b>TOTAL SCHOOLS</b>		<b>\$ 16,428,600</b>	<b>\$ 16,428,600</b>

**HIGHWAYS AND HEALTH**

<b>HIGHWAY SURVEYOR</b>			
5000	Salaries	\$ 80,000	\$ 80,000
5001	Wages	\$ 564,160	\$ 556,160
5002	Expenses	\$ 135,700	\$ 135,700
5003	Lines and Signs	\$ 30,000	\$ 30,000
5004	Guard Rails	\$ -	\$ -
5005	Crack Sealing/Road Maintenance	\$ 42,500	\$ 42,500
5006	Sidewalks	\$ 17,500	\$ 17,500
5007	Minor Capital	\$ 8,000	\$ 8,000
5008	Dam Inspection	\$ 5,000	\$ 5,000

*Adjusted to reflect reduction in State Aid and the elimination of temporary summer help in the Highway Department.*

<b>DEPARTMENTAL TOTAL</b>		<b>\$ 882,860</b>	<b>\$ 874,860</b>
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LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b>STREET LIGHTS</b>			
5020	Expenses	\$ 24,000	\$ 24,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 24,000</b>	<b>\$ 24,000</b>
<b>SNOW AND ICE</b>			
5040	Expenses	\$ 165,000	\$ 165,000
5041	Overtime	\$ 140,000	\$ 140,000
5042	Hired Equipment	\$ 35,000	\$ 35,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 340,000</b>	<b>\$ 340,000</b>
<b>TREE WARDEN BUDGET</b>			
5080	Salary	\$ 1,443	\$ 1,443
5081	Expenses	\$ 3,000	\$ 3,000
5082	Trees	\$ 1,500	\$ 1,500
5083	Tree Work	\$ 15,000	\$ 15,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 20,943</b>	<b>\$ 20,943</b>
<b>GRAVES REGISTRATION</b>			
5100	Salary/Stipend	\$ 250	\$ 250
5101	Expenses	\$ 660	\$ 660
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 910</b>	<b>\$ 910</b>
<b>CARE OF VETERAN GRAVES</b>			
5120	Contract Expenses	\$ 1,000	\$ 1,000
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>OLD BURYING GROUND COMMITTEE</b>			
5140	Expenses	\$ 700	\$ 700
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 700</b>	<b>\$ 700</b>

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09	
<b>BOARD OF HEALTH</b>				<i>Adjusted to reflect reduction in State Aid and the elimination of the Board of Health Office Assistant position and the reorganization of the Land Use Departments.</i>
5160	Wages	\$ 46,468	\$ -	
5161	Expenses	\$ 1,725	\$ 1,725	
5162	Nursing Services	\$ 6,243	\$ 6,243	
5163	Nashoba Health District	\$ 17,400	\$ 17,400	
5164	Herbert Lipton MH	\$ 6,500	\$ 6,500	
5165	Eng/Consult/Landfill Monitoring	\$ 10,000	\$ 10,000	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 88,336</b>	<b>\$ 41,868</b>	
<b>SOLID WASTE DISPOSAL</b>				<i>Adjusted to reflect reduction in State Aid and the elimination of the Transfer Station Foreman position.</i>
5060	Wages	\$ 138,764	\$ 77,753	
5061	Expenses	\$ 55,000	\$ 55,000	
5062	Tipping Fees	\$ 137,000	\$ 137,000	
5063	North Central SW Coop	\$ 6,850	\$ 6,850	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 337,614</b>	<b>\$ 276,603</b>	
<b>TOTAL HIGHWAYS AND HEALTH</b>		<b>\$ 1,696,363</b>	<b>\$ 1,580,884</b>	
<b><u>LIBRARY AND CITIZEN'S SERVICES</u></b>				
<b>COUNCIL ON AGING</b>				
7000	Wages	\$ 107,078	\$ 107,078	
7001	Expenses	\$ 8,212	\$ 8,212	
7002	Minor Capital	\$ -	\$ -	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 115,290</b>	<b>\$ 115,290</b>	
<b>SENIOR CENTER VAN</b>				
7000	Wages	\$ 15,294	\$ 15,294	
7001	Expenses	\$ 8,447	\$ 8,447	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 23,741</b>	<b>\$ 23,741</b>	
<b>VETERAN'S SERVICE OFFICER</b>				
7040	Salary	\$ 3,485	\$ 3,485	
7041	Expenses	\$ 975	\$ 975	
7042	Veterans' Benefits	\$ 10,000	\$ 10,000	
7043	Minor Capital	\$ -	\$ -	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 14,460</b>	<b>\$ 14,460</b>	

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09
<b>LIBRARY</b>			
7060	Salary	\$ 251,189	\$ 249,780
7061	Wages	\$ 285,607	\$ 285,525
7062	Expenses	\$ 184,397	\$ 171,397
7063	Minor Capital	\$ 4,400	\$ 4,400
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 725,593</b>	<b>\$ 711,102</b>
<b>PARKS DEPARTMENT</b>			
7080	Wages	\$ 2,500	\$ 2,500
7081	Expenses	\$ 34,595	\$ 34,595
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 37,095</b>	<b>\$ 37,095</b>
<b>COMMEMORATIONS &amp; CELEBRATIONS</b>			
7120	Expenses	\$ 500	\$ 500
7121	Fireworks	\$ -	\$ -
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 500</b>	<b>\$ 500</b>
<b>WATER SAFETY</b>			
7140	Wages	\$ -	\$ -
7141	Expenses and Minor Capital	\$ 2,500	\$ 2,500
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>WEED MANAGEMENT</b>			
7160	Wages	\$ -	\$ -
7161	Expenses: Weed Harvester	\$ 7,705	\$ 7,705
7162	Expenses: Great Lakes	\$ 2,385	\$ 2,385
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 10,090</b>	<b>\$ 10,090</b>
<b>TOTAL LIBRARY AND CITIZENS' SERVICES</b>		<b>\$ 929,269</b>	<b>\$ 914,778</b>

*Adjusted to reflect reduction in State Aid and the elimination of various expenses that will be covered through Trust Fund and Gift Account monies.*

LINE	DEPARTMENT/DESCRIPTION	ADOPTED BUDGET 27-Apr-09	FINAL BUDGET 19-Oct-09	
<b><u>DEBT SERVICE</u></b>				
<b>DEBT SERVICE</b>				
8000	Long Term Debt - Principal - Town	\$ 838,346	\$ 838,346	
8001	Long Term Debt - Principal - Sewer	\$ 86,108	\$ -	<i>Reduced due to using Sewer</i>
8002	Long Term Debt - Principal - CC	\$ 105,000	\$ 105,000	<i>Enterprise Funds to pay for</i>
8020	Long Term Debt - Interest - Town	\$ 341,806	\$ 341,806	<i>debt service in FY 2010</i>
8021	Long Term Debt - Interest - Sewer	\$ -	\$ -	
8022	Long Term Debt - Interest - CC	\$ 2,625	\$ 2,625	
8040	Short Term Debt - Principal - Town	\$ -	\$ -	
8060	Short Term Debt - Interest - Town	\$ 2,000	\$ 2,000	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 1,375,885</b>	<b>\$ 1,289,777</b>	
<b>TOTAL DEBT SERVICE</b>		<b>\$ 1,375,885</b>	<b>\$ 1,289,777</b>	
<b><u>EMPLOYEE BENEFITS</u></b>				
<b>EMPLOYEE BENEFITS</b>				
GENERAL BENEFITS				
9000	County Retirement	\$ 1,203,164	\$ 1,203,164	
9001	State Retirement	\$ -	\$ -	
9002	Unemployment Compensation	\$ 40,000	\$ 40,000	
INSURANCE				
9020	Health Insurance	\$ 1,294,475	\$ 1,254,475	<i>Adjusted to reflect reduction in State Aid and the elimination of various benefited positions</i>
9021	Life Insurance	\$ 2,500	\$ 2,500	
9022	Medicare/Social Security	\$ 84,711	\$ 84,711	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 2,624,850</b>	<b>\$ 2,584,850</b>	
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>\$ 2,624,850</b>	<b>\$ 2,584,850</b>	
<b>SUB TOTAL - TOWN BUDGET</b>		<b>\$ 27,771,880</b>	<b>\$ 27,505,461</b>	
<b><u>ADDITIONAL APPROPRIATIONS</u></b>				
<b>ADDITIONAL APPROPRIATIONS</b>				
	Capital Budget Request	\$ 347,000	\$ 347,000	
	Overlay Deficit From Prior Years	\$ 31,000	\$ 33,626	
	Cherry Sheet Offsets	\$ 17,000	\$ 17,000	
	Snow and Ice Deficit	\$ 184,445	\$ 155,000	
	State and County Charges	\$ 76,997	\$ 76,997	
	Allowance for Abatements/Exemptions	\$ 220,000	\$ 220,000	
<b>DEPARTMENTAL TOTAL</b>		<b>\$ 876,442</b>	<b>\$ 849,623</b>	
<b>GRAND TOTAL - TOWN BUDGET</b>		<b>\$ 28,648,322</b>	<b>\$ 28,355,084</b>	

# NOTES

Town of Groton  
Board of Selectmen  
173 Main Street  
Groton, MA 01450

PRSRT STD  
U.S. Postage  
PAID  
Groton, MA 01450  
PERMIT #3

# POSTAL PATRON GROTON, MA