

MINUTES
Warrant, Summary, and Votes

TOWN OF GROTON



2013 SPRING TOWN MEETING

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

Beginning Monday, April 22, 2013 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

**THE BUDGET HANDOUT FOR ARTICLE 5 IS AVAILABLE
IN THE BACK OF THE WARRANT**

**SPRING TOWN MEETING WARRANT
APRIL 22, 2013**

Town Moderator:

Jason Kauppi

Deputy Moderator

Robert I. Gosselin, Sr.

Board of Selectmen:

Stuart M. Shulman, Chairman
Peter S. Cunningham., Vice-Chairman
Jack G. Petropoulos, Clerk
Joshua A. Degen, Member
Anna Eliot, Member

Finance Committee:

Jay M. Prager, Chairman
Joseph Crowley
Gary Green
Peter J. DiFranco
Michael F. Flynn
Steven Webber, Vice Chairman
Robert Hargraves

Town Manager:

Mark W. Haddad
Patrice Garvin, Executive Assistant

Town Clerk:

Michael F. Bouchard

Proceedings:

The meeting was called to order at 7:02 PM on April 22, 2013. Moderator Jason Kauppi presided.

There is no quorum requirement for this Annual Town Meeting. 173 voters were present. Later in the proceedings 241 voters were present.

It was determined that the warrant was duly posted. The reading of the warrant was waived by unanimous vote.

Mr. Robert L. Gosselin, Sr. was voted as Deputy Moderator by unanimous consent, and was sworn by the Town Clerk.

The previous Monday, April 15, 2013, was the day of the bombings at the Boston Marathon, during which 3 people , and later an MIT police officer, were killed, and 180 people were wounded – some horrifically. The Squannacook River Runners had several members run the Marathon, with many witnessing the bomb blasts. The members led a moment of silence.

Squannacook River Runners:

- o Gary Cattarin
- o Jay Duffner
- o Howard Hersey
- o Brian Reeves
- o Chris Russell, and
- o Amy Sullivan

Several members of the Groton Police Department participated in the law enforcement actions following the bombing through to the capture of the remaining suspect. Chief Don Palma led the Meeting in the Pledge of Allegiance.

Police Department members:

- Chief Donald Palma
- Lt. James Cullen
- Sgt. Jason Goodwin
- Sgt. Edward Sheridan
- Detective Cory Waite
- Patrolman Dale Rose
- Patrolman Gordon Candow
- Patrolman Nick Beltz and K-9 Lola
- Patrolman Tim Cooper
- Officer Bethany Evans

The Meeting was glad no one was hurt. We thanked our officers for their contributions.

=====

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 twenty-second day of April, 2013 at Seven O'clock in the evening, to consider the following:

ARTICLE 1: HEAR REPORTS

To see if the Town will vote to hear and act on the report of the Board of Selectmen and other Town Officers and Committees, or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *To hear reports of Town Boards, Committees and Commissions.*

No reports were offered.

ARTICLE 2: APPLY FOR GRANTS

To see if the Town will 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, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *To allow the Board of Selectmen to apply for grants that may become available during the year.*

Mover: Jack Petropoulos

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.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote: Article 2 Main Motion passed by Unanimous Vote



ARTICLE 3: ELECTED OFFICIALS' COMPENSATION

To see if the Town will vote to allow the following compensation for the following elected officials:

Selectman (four)	\$ 760	Town Clerk	\$ 68,867
Board of Selectmen, Chairman	\$ 910	Town Moderator	\$ 65
Board of Assessors, Chairman	\$ 910	Assessor (two)	\$ 760

for the ensuing year, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *To provide compensation for elected officials as proposed by the Town Manager.*

Mover: Joshua Degen

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

Selectman (four)	\$ 760	Town Clerk	\$ 68,867
Board of Selectmen, Chairman	\$ 910	Town Moderator	\$ 65
Board of Assessors, Chairman	\$ 910	Assessor (two)	\$ 760

for the ensuing year.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote: Article 3 Main Motion passed by Unanimous Vote

ARTICLE 4: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2014 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

BOARD OF SELECTMEN
TOWN MANAGER

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *This article proposes a wage adjustment of two (2%) percent for FY 2014 for employees covered by the Personnel Bylaw.*

Mover: Joshua Degen

MOTION: I move that the Town vote to amend and adopt for Fiscal Year 2014 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2013 Spring Town Meeting.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote: Article 4 Main Motion passed by Unanimous Vote

ARTICLE 5: FISCAL YEAR 2014 ANNUAL OPERATING BUDGET

To see if the Town will 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 the next fiscal year (2014), and act upon the budget of the Finance Committee, 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: *Budget – In accordance with Section 6 of the Town Charter, the Finance Committee conducts its annual budget process by receiving the Town Manager’s proposed balanced budget on or before December 31st; meeting with department heads and boards; holding public budget hearings in preparation for issuing its recommendations to Town Meeting; and presenting its budget recommendations at Spring Town Meeting. The budget handout for this Article is contained in Appendix A of this Warrant. Please also see the Town Manager’s Report which includes the Finance Committee’s and Board of Selectmen’s recommendations.*

Mover: Joshua Degen

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 (2014) and act on the budget of the Finance Committee.

Moved and Seconded
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 \$1,721,607 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.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 5 Motion 1: Passed by Unanimous Vote

MOTION 2: LAND USE DEPARTMENTS **Mover: Michael Flynn**

MOTION: I move that the Town vote to raise and appropriate the sum of \$404,148 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.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 5 Motion 2: Passed by Unanimous Vote

MOTION 3: PROTECTION OF PERSONS & PROPERTY **Mover: Steve Webber**

MOTION: I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$160,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$2,814,896 for a total of \$2,974,896 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority
Vote on Article 5 Motion 3: Passed by Unanimous Vote

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 \$468,592 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 5 Motion 4 a: Passed by Unanimous Vote

b.) Groton Dunstable Regional School District

MOTION: I move that the Town vote to raise and appropriate the sum of \$16,352,324 for the Groton Dunstable Regional School District as represented by Lines 1410 through 1413 in the Budget.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Budget Presentation offered by Groton-Dunstable Regional School Committee Chairperson Alison Manugian. Several questions were asked by Town Meeting.

Vote on Article 5 Motion 4 b: Passed by Unanimous Vote

MOTION 5: DEPARTMENT OF PUBLIC WORKS

Mover: Jay Prager

MOTION: I move that the Town vote to raise and appropriate the sum of \$2,033,202 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.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 5 Motion 5: Passed by Unanimous Vote

MOTION 6: LIBRARY AND CITIZEN'S SERVICES

Mover: Jay Prager

MOTION: I move that the Town vote to raise and appropriate the sum of \$1,579,221 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.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 5 Motion 6: Passed by Unanimous Vote

MOTION 7: DEBT SERVICE

Mover: Gary Green

MOTION: I move that the Town vote to raise and appropriate the sum of \$1,532,019 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 Motion 7: Passed by Unanimous Vote

MOTION 8: EMPLOYEE BENEFITS

Mover: Robert Hargraves

MOTION: I move that the Town vote to raise and appropriate the sum of \$3,092,424 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 Motion 8: Passed by Unanimous Vote

MOTION 9: WATER ENTERPRISE

Mover: Robert Hargraves

MOTION: I move that the Town vote to appropriate from Water Rates and Fees the sum of \$1,004,768 to the Water Enterprise Fund for FY 2014 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 Motion 9: Passed by Unanimous Vote

MOTION 10: SEWER ENTERPRISE

Mover: Robert Hargraves

MOTION: I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$210,000 and to appropriate from Sewer Rates and Fees the sum of \$626,687 for a total of \$836,687 to the Sewer Enterprise Fund for FY2014 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 Motion 10: Passed by Unanimous Vote

Motion 11: ELECTRIC LIGHT

Mover: Gary Green

MOTION: I move 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 2014 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-.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 Motion 11: Passed by Unanimous Vote

ARTICLE 6: GDRSD – TECHNOLOGY 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 pay the Town of Groton's share of the proposed Groton Dunstable Regional School District's Technology Capital Improvement Plan, as adopted by the Groton Dunstable Regional School Committee on March 13, 2013, and all costs associated and related thereto, or to take any other action relative thereto.

GDRSD COMMITTEE

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended (5 In Favor, 2 Abstaining)

Summary: *This article represents the effort of the Groton-Dunstable Regional School District to align its technology hardware and infrastructure to meet the priorities of teaching and learning in the 21st century. These requests will make a significant improvement to the district's unmet needs around technology, as felt by teachers and described in the district's recent technology audit report. The schools are looking for support to improve in the following two specific areas: Technology Infrastructure (\$164,225) and Technology for Teaching and Learning (\$397,830). The major portion of the request will provide much needed computers for student and teacher use. The total request of this article is \$562,055 to be split between the Towns of Groton and Dunstable. Approval of the request will ensure that teachers and students have appropriate access to basic technology in their learning environments.*

Mover: Peter Cunningham

MOTION: I move that the sum of \$325,265 be transferred from the Stabilization Fund to pay the Town of Groton's share of the proposed Groton Dunstable Regional School District's Technology Capital Improvement Plan, as adopted by the Groton Dunstable Regional School Committee on March 13, 2013, and all costs associated and related thereto.

Moved and Seconded

Quantum of Town Meeting Vote: 2/3rds Majority

Discussion:

- The Town will contribute \$325,265 with the passage of this motion.

- Groton Electric Light will contribute an additional \$100,000, raising the total contribution from Groton to \$425,265.
- The Technology Funding proposal will fund a Technology Director, a staff person and equipment. An important component of the Director's job will be to develop a comprehensive technology plan.
- The Technology Director will oversee technology planning and implementation, and curriculum. It is not a teaching position. The technology staff is not part of the teacher's union.
- This is a one-time request for technology funding.
- Many comments supporting this proposal as current technology is important to teach children (and teachers) the use of the technology and to use the technology effectively as a learning tool.
- Some comments questioned the need for a technology upgrade, suggesting rather that focus be placed on the development of more curriculum detail.

Vote on Article 6 Main Motion: Passed by 2/3rds Majority

ARTICLE 7: FISCAL YEAR 2014 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the purpose of funding the FY 2014 Capital Budget as follows:

Item #1 – Rescue Tools Upgrade \$40,000 Fire/EMS

Summary: *This is a scheduled replacement of various tools used by the Department's Rescue Vehicle. These tools are essential for emergency response of both Fire and Ambulance apparatus.*

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #2 – Salt and Sand Shed \$175,000 Highway Department

Summary: *Existing building is haphazard construction. It is beginning to deteriorate to a point beyond what the Town can maintain. A new larger building will increase the Highway Department's storage capacity and allow for the stockpiling of materials in a safe and secure facility.*

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #3 – IT Infrastructure \$40,000 Town Facilities

Summary: *This item in the Capital Budget was established four years ago and has been*

very successful. In Fiscal Year 2014, the following items will be purchased/upgraded with this allocation: Twenty-three new computers for Town Hall/Library/Public Safety/Fire; a new server for the library; a new rugged laptop for the Fire Department; and a network-attached storage device for backups and data storage.

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #4 – Pick-up Truck

\$40,000

Town Facilities

Summary: This addition is to replace a 1990 pickup that is used on a daily basis by multiple departments throughout the year. It is the primary vehicle that is used for rubbish, recycling and mail runs, as well as a variety of different tasks between departments. This vehicle will be equipped with a lift gate on the rear for transporting heavy items as well a snow plow for winter operations which the current truck does not have. It will primarily be used by the custodial staff working out of the Police Department but will be in a central location for use by any department with a need.

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #5 – Police Cruisers

\$78,000

Police Department

Summary: Purchase of two police cruisers and related equipment for replacement of cruisers that are no longer cost effective to maintain. This would allow the Department to have six marked cruisers. This allows for less mileage per year, better maintenance scheduling, assignment of cars to officers and for a programmed replacement schedule that ensures that line cars are rotated out at reasonable mileage and wear, and also that un-marked cars are rotated in the same fashion.

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #6 – Rough Mower

\$10,200

Pool & Golf Center

Summary: This essential mower is used to regularly cut the “rough” adjacent to the fairways. Two years ago, the Town replaced a very old mower that was inoperable and not repairable with a new Jacobsen rough mower. The Town purchase of the mower is on an installment basis, with an annual lease to buy cost of approximately \$10,200 for each of five years. This article seeks the third of five installment payments.

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Item #7 – Golf Carts

\$20,000

Pool & Golf Center

Summary: In FY 2013, the Pool & Golf Center replaced the fleet of twenty-five golf carts with new 2012 Club Car DS gas powered carts using a five year lease to purchase agreement at an annual cost of approximately \$20,000. This article seeks funding for the second of five installment payments.

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #8 – Boom Sprayer Unit \$6,500 Pool & Golf Center

Summary: This essential sprayer is needed to regularly distribute fertilizer and pesticides over the golf course throughout the entire golf season. This machine enables the Center to use concentrated liquid chemicals which are both much more efficient and cost effective than granular chemicals. Two years ago the Center necessarily purchased a replacement engine directly from the manufacturer at a cost of approximately \$2,000. The part time club mechanic installed it to repair the twenty-three old boom sprayer unit that was inoperable and out of service for several weeks at that point. This year the Center incurred considerable expense for both parts and mechanic labor hours to keep this machine in service, although at one point it was inoperable for a couple of weeks during which time the course developed a very serious fungus problem, the effects of which are still evident. The current replacement cost of this equipment is approximately \$32,500. Similar to the rough mower and golf carts, it has been recommended that the Town finance this unit through a five year lease to purchase agreement at an approximate annual cost of \$6,500. This article would appropriate the first installment.

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended (4 In Favor, 1 Against)

or to take any other action relative thereto.

TOWN MANAGER

Mover: Joshua Degen

MOTION: I move that the Town vote to transfer the sum of \$369,500 from the Capital Stabilization Fund and transfer the sum of \$40,000 from Emergency Medical Services Receipts Reserved for a total of \$409,500 for the following capital items:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Rescue Tools Upgrade	\$ 40,000	Fire and EMS
Salt and Sand Shed	\$175,000	Highway Department
IT Infrastructure/Computer Purchase	\$ 40,000	Town Facilities
Pick-Up Truck	\$ 40,000	Town Facilities
Police Cruisers	\$ 78,000	Police Department
Rough Mower	\$ 10,000	Pool & Golf Center
Golf Carts	\$ 20,000	Pool & Golf Center
Boom Sprayer Unit	<u>\$ 6,500</u>	Pool & Golf Center
Total	\$409,500	

Moved and Seconded

Quantum of Town Meeting Vote: 2/3rds Majority

Discussion

- Rescue Tool Upgrade, IT Infrastructure Purchase, Pick-UP Truck and Police Cruisers are planned upgrades.
- The Salt and Sand Shed replacement is an overdue purchase.
- The Rough Mower and Golf Carts are subsequent year lease payments on a “lease to own” 5-year program.
- The Boom Sprayer Unit would be the first year payment on a “lease to own” 5-year program.
- A discussion focus was the financial status of the Pool and Golf Center (P&GC).
Summary of points made during this discussion:
 - The P&GC revenues cover operating expenses.
 - P&GC revenues do not cover investment/capital improvement. This is a town subsidy.
 - Disagreement amongst the Town Meeting as to what the definition of “break-even” should be.
 - The P&GC was purchased over 20 years ago. The Town did not invest in the property after purchase. Facilities and equipment have deteriorated.
 - A town study committee from a few years back recommended that the best course of action for the Town would be to subsidize the P&GC, and to implement a plan to financially break-even or better.
 - Mr Whalen, P&GC General Manager, stated the survival of the center will require an increase in utilization of services and membership. He further stated that each offering (i.e. golf, pool, day camp) is profitable, but not profitable enough to cover the overhead, including the banquet hall facility.
 - The Board of Selectmen agreed to include the Pool and Golf Center in its goals and priorities.

Vote on Article 7 Main Motion: Passed by 2/3rds Majority

THE FOLLOWING ARTICLES PERTAIN TO FISCAL YEAR 2013 BUSINESS

ARTICLE 8: CURRENT YEAR LINE ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2013 budget, or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *To transfer money within the Fiscal Year 2013 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

ARTICLE 8: CURRENT YEAR LINE ITEM TRANSFERS Mover: Joshua Degen

MOTION: I move that the Town vote to transfer sums of money within the Fiscal Year 2013 Town Operating Budget, being the sums of money identified in the “**Transfer funds from**” line

items designated in the Information Packet distributed to voters for this Town Meeting, said sums to be transferred to the various line items in the “**Transfer funds to**” categories designated within the Information Packet, the total amount to be transferred being \$278,393.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 8 Main Motion: Passed by Unanimous Vote

Transfer funds from:

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1072 – Treasurer/Tax Collector – Expenses	\$ 5,000
1061 – Board of Assessors – Wages	\$ 6,000
1160 – Insurance and Bonding	\$ 15,000
1161 – Insurance Deductible Reserve - Liability	\$ 6,000
1214 – Planning Board – Consultant	\$ 1,000
1370 – Police & Fire Communications - Wages	\$103,000
1501 – Highway Department – Wages	\$ 20,000
1703 – Groton Country Club – Minor Capital	\$ 1,143
3000 – Employee Benefits – County Retirement	\$ 27,000
3010 – Health Insurance/Employee Expenses	\$ 39,672
0000 – Overlay Surplus	<u>\$ 54,578</u>
Total	\$278,393

Transfer funds to:

<u>Line Item</u>	<u>Amount Transferred To</u>
1031 – Town Manager – Wages	\$ 13,000
1090 – Human Resources – Salaries	\$ 2,500
1091 – Human Resources – Expenses	\$ 3,000
1141 – Elections & Board of Registrars	\$ 10,000
1182 – Postage/Town Hall Expenses – Office Supplies	\$ 10,900
1212 – Planning Board – Expenses	\$ 1,000
1240 – Building Inspector – Salaries	\$ 6,500
1241 – Building Inspector – Wages	\$ 5,500
1300 – Police Department – Salaries	\$ 12,000
1301 – Police Department – Wages	\$ 45,000
1302 – Police Department – Expenses	\$ 35,000
1311 – Fire Department – Wages	\$ 45,000
1502 – Highway Department – Expenses	\$ 20,000
1541 – Municipal Building & Property Maintenance – Expenses	\$ 5,000
1550 – Solid Waste Disposal – Wages	\$ 3,100
1600 – Council on Aging – Wages	\$ 1,000
1611 – Senior Center Van – Expenses	\$ 3,000
1700 – Groton Country Club – Salary	\$ 250
1701 – Groton Country Club – Wages	\$ 893

3012 – Employee Benefits – Medicare/Social Security	\$ 18,000
0000 – Overlay Deficit	\$ <u>37,750</u>
Total	\$278,393

ARTICLE 9: TRANSFER WITHIN WATER ENTERPRISE FUND

To see if the Town will vote to authorize the Groton Water Department to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2013 Water Department Budget, or to take any other action relative thereto.

BOARD OF WATER COMMISSIONERS

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

Summary: *This article allows the Water Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2013 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: Stuart Schulman

MOTION: I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$75,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2013 Water Department Budget.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 9 Main Motion: Passed by Unanimous Vote

ARTICLE 10: TRANSFER WITHIN SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2013 Sewer Enterprise Department budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

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

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2013 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: Stuart Schulman

MOTION A: I move that the Town vote to authorize the Groton Sewer Department to transfer the sum of \$0 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2013 Sewer Department Budget.

MOTION B: I move that this Article be Indefinitely Postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 10 Motion B: Passed by Unanimous Vote

ARTICLE 11: 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.*

Mover: Jack Petropoulos

MOTION: I move that the Town vote to transfer the sum of \$28 from the Excess and Deficiency Fund (Free Cash) to pay the following unpaid bill from a prior fiscal year:

Nashoba Medical Center \$28

Moved and Seconded

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

Vote on Article 11 Main Motion: Passed by Unanimous Vote

ARTICLE 12: COMMERCIAL PROPERTY REVALUATION

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the purpose of updating the Town's Commercial and Industrial property values beginning in Fiscal Year 2013, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *This article requests an appropriation of the necessary funding to update the Commercial and Industrial property in Town for the FY 2014 revaluation as required by Massachusetts State Law. This includes new commercial and industrial land and building values, cost base rates, income analysis, market rents, capitalization factors and preliminary Department of Revenue certification. Services will be required to be in conformance with all Department of Revenue requirements.*

Mover: Stuart Schulman

MOTION: I move that the Town vote to transfer the sum of \$16,000 from the Excess and Deficiency Fund (Free Cash) for the purpose of updating the Town's Commercial and Industrial property values beginning in Fiscal Year 2013.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 12 Main Motion: Passed by Unanimous Vote

ARTICLE 13: COMMUNITY SEPTIC MANAGEMENT PROGRAM

To see if the Town will vote to appropriate a sum of money for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners, including without limitation all costs thereof, as defined in Section 1 of Chapter 29C of the General Laws, and to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust or otherwise; and to authorize the Board of Health and/or the Board of Selectmen to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects, or to take any other action relative thereto.

BOARD OF HEALTH

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The Water Pollution Abatement Trust offers a State program that provides homeowners with a loan to upgrade or replace their failing septic systems. The money is borrowed from the State and the homeowner repays the loan through a repayment agreement with the Town.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to appropriate the sum of \$300,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners, including without limitation all costs thereof, as defined in Section 1 of Chapter 29C of the General Laws, said agreements to provide for repayment of project and financing costs by the property owners; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen be authorized to borrow the sum of \$300,000 and issue bonds or notes of the Town therefor, pursuant to Massachusetts General Laws, Chapter 44, Section 7, Chapter

111, Section 127B½ and/or Chapter 29C of the General Laws, as amended, or any other enabling authority; that such bonds or notes shall be general obligations of the Town unless the Treasurer, with the approval of the Selectmen, determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as amended; that the Treasurer, with the approval of the Selectmen, be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to said Chapter 29C, as amended; and to authorize the Board of Health and/or the Board of Selectmen to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects.

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

Discussion:

- **Dr. Susan Horowitz, Board of Health** stated that:
 - The program does not increase taxes
 - Loans are paid by the homeowner
 - Loans are secured against the home
 - The program is administered by the Board of Health
 - The program would apply to the whole town
 - Doesn't see a downside to the program

Vote on Article 13 Main Motion: Passed by Unanimous Vote

ARTICLE 14: COMMUNITY PRESERVATION COMMITTEE FUNDING ACCOUNTS

To see if the Town will vote to make the following appropriations from the Community Preservation Fund:

Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 33,225
Open Space Reserve:	\$ 66,450
Historic Resource Reserve:	\$ 66,450
Community Housing Reserve:	\$ 66,450
Unallocated Reserve:	\$431,925

or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *This is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2014. Except*

for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.

Mover: Peter Cunningham

MOTION: I move that the Fiscal Year 2014 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:	\$ 33,225
Open Space Reserve:	\$ 66,450
Historic Resource Reserve:	\$ 66,450
Community Housing Reserve:	\$ 66,450
Unallocated Reserve:	\$431,925

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Burke of the Community Preservation Committee presented an overview of the CPA fund balances

Vote on Article 14 Main Motion: Passed by Unanimous Vote

ARTICLE 15: COMMUNITY PRESERVATION FUNDING RECOMMENDATIONS

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2014, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Board of Selectmen, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A:	Housing Authority Generator	\$15,847
------------------------	------------------------------------	-----------------

Summary: *The Groton Housing Authority needs to replace the non-functioning generator that provides essential back-up power for the Petapawag Place sewer pump station. The pump station pumps waste from the family and elderly units into the Groton Sewer System on Main Street. A non-functioning pump can lead to pollution of adjacent conservation land and contamination of the housing units. The contamination would require the shutdown of the housing units and relocation of the tenants.*

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

COMMUNITY PRESERVATION COMMITTEE

ARTICLE 15: CPC FUNDING RECOMMENDATION

Mover: Peter Cunningham

MOTION: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$15,847 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2014-03 "Housing Authority Generator".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Funds to be used to replace a 20 year old generator
- Community Preservation Committee voted to recommend Article 15

Vote on Article 15 Main Motion: Passed by Unanimous Vote

ARTICLE 16: LEDGE ROCK FIELD CONSTRUCTION

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money for the construction of new athletic fields and all costs associated and related thereto, on land owned by the Town of Groton and identified on Assessors' Map 248 as Parcel 9, to be managed and controlled by the Park Commission in accordance with M.G.L. Chapter 45, Section 3, or any other enabling authority, for active recreation purposes, to determine whether all or a portion of said sum or sums shall be transferred in accordance with M.G.L. Chapter 44B, the Community Preservation Act, to authorize the Treasurer, with the approval of the Board of Selectmen, to issue bonds or notes of the Town in connection with any such borrowing, as authorized by M.G.L. Chapter 44, or any other enabling authority, to authorize the Town Manager to file on behalf of the Town any and all applications deemed necessary for a Massachusetts Parklands Acquisitions and Renovations for Communities (PARC) grant pursuant to 301 CMR 5.00, or any other enabling authority, or any other applications for funds in any way connected with the scope of this project, and to authorize the Town Manager and the Board of Selectmen and the Park Commission, as they deem appropriate, to enter into all agreements and execute any and all instruments, including the conveyance of a perpetual conservation restriction in accordance with M.G.L. Chapter 184, as may be required by Section 12(a) of said Chapter 44B, as may be necessary to implement this project, which restriction may be granted to the Park Commission or any other entity qualified and willing to hold such restriction; provided, that no funds may be expended hereunder unless and until the Town has received a PARC grant in an amount no less than \$400,000, or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE
PARK COMMISSION**

Board of Selectmen: Recommended Unanimously
Finance Committee: Not Recommended (3 Against, 2 In Favor)

Summary: *The Groton-Dunstable Recreation Association and the Park Commission are requesting funds to construct three new athletic fields. The Groton-Dunstable Recreation Association is a youth group coalition comprised of representatives from soccer, lacrosse, football, baseball, and softball. The proposed site is on a 35 acre lot owned by the Town of Groton, located beyond the Groton Transfer Station at the end of Cow Pond Brook Road. The site is vacant, undeveloped property which is currently utilized to store road materials for the Town of Groton. The parcel is zoned as residential/agricultural and classified as municipal land use according to the Assessors' records. This project would utilize 11 of the 35 acres, leaving room for future field development if needed. The estimated cost for the project is \$900,000. Proposed funding for the site involves a CPC application for \$309,000, combined with a \$50,000 contribution from the use groups, with the final \$541,000 from a bond authorization. The project does qualify for a State reimbursement grant. A successful application to the State could result in the Town recouping up to \$400,000 of the project costs.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to appropriate the sum of \$900,000 for the construction of new athletic fields and all costs associated and related thereto, on land owned by the Town of Groton and identified on Assessors' Map 248 as Parcel 9, to be managed and controlled by the Park Commission in accordance with M.G.L. Chapter 45, Section 3, or any other enabling authority, for active recreation purposes; that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$591,000 under and pursuant to Chapter 44, Section 7 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, and the sum of \$309,000 shall be transferred from the Community Preservation Fund Unallocated Reserve established under M.G.L. Chapter 44B, the Community Preservation Act; and to authorize the Town Manager to file on behalf of the Town any and all applications deemed necessary for a Massachusetts Parklands Acquisitions and Renovations for Communities (PARC) grant pursuant to 301 CMR 5.00, or any other enabling authority, or any other applications for funds in any way connected with the scope of this project, and to authorize the Town Manager and the Board of Selectmen and the Park Commission, as they deem appropriate, to enter into all agreements and execute any and all instruments, including the conveyance of a perpetual conservation restriction in accordance with M.G.L. Chapter 184, as may be required by Section 12(a) of said Chapter 44B, as may be necessary to implement this project, which restriction may be granted to the Park Commission or any other entity qualified and willing to hold such restriction; provided, that no funds may be borrowed hereunder unless and until the Town has received a PARC grant in an amount no less than \$400,000.

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

Discussion:

- Jon Strauss, Park Commission, presented an overview of the proposed field particulars, and the reasons why the Park Commission felt this project was worthwhile.
- Community Preservation Committee voted to submit this article to Town Meeting

- Finance Committee voted 5 to 2 against this article, recommending the article be resubmitted in Spring 2014
- As the language of the motion is complex, it was clarified for the meeting to mean that \$309 k will be transferred from CPC funds, and that the Town will commit \$591 k. However, the Town's commitment is contingent upon receipt of a \$400 k PARC grant.
- The \$309 k in CPC funds is encumbered, should the article pass. Mr. Strauss stated that if the \$400 k PARC grant is not received, the Spring 2014 Town Meeting will be asked to commit to the entire \$591 k. If the Town did not approve at that time, the Park Commission would return the \$391 k to the CPC.
- What impact will these additional fields have on maintenance requirements?
 - R: There are 11 acres of field in this request. Some additional DPW hours will be required to cut the grass. No additional equipment will be needed. The Park Commission supplies fertilizer. User Groups maintain the fields.

Vote on Article 16 Main Motion: Passed by 2/3rds Majority

Motion to adjourn to 7:00 PM on April 23

Motion to Adjourn passed by Majority Vote. Meeting was adjourned at 10:20 PM on April 22.

First Adjourned Session called to order at 7:04 PM on April 23, 2013. 74 Attendees were present. At 7:40, there were 106 attendees. There is no quorum requirement.

- ***Mr. Degen announced the recent death of John F. Aiken***

ARTICLE 17: *DEBT SERVICE FOR SURRENDEN FARMS*

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2014 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended (4 In Favor, 1 Against)*

Summary: *This article appropriates the debt payments for the Surrenden Farms Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2014 is \$487,113.*

Mover: Peter Cunningham

MOTION: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$66,000 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$421,113 from the Community Preservation Fund Unallocated Reserve for a total of \$487,113 for debt service for Fiscal Year 2014 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 17 Main Motion: Passed by Unanimous Vote

ARTICLE 18: STORMWATER MANAGEMENT REVOLVING FUND

To see if the Town will 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 2014, or to take any other action relative thereto.

STORMWATER ADVISORY COMMITTEE

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *This article reauthorizes the use of the revolving fund for technical review and processing of applications submitted under Chapter 198, Stormwater Management - Low Impact Development.*

ARTICLE 18: STORMWATER REVOLVING FUND

Mover: Stuart Schulman

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 2014.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 18 Main Motion: Unanimous

ARTICLE 19: CONSERVATION COMMISSION REVOLVING FUND

To see if the Town will 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 \$50,000 for Fiscal Year 2014, or to take any other action relative thereto.

CONSERVATION COMMISSION

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

Summary: *This article reauthorizes the use of the revolving fund (established in 2007) for the management of conservation land in Groton. Reauthorization allows for reduced fees for management of conservation lands in Groton.*

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 \$50,000 for Fiscal Year 2014.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 19 Main Motion: Passed by Unanimous Vote

ARTICLE 20: AFFORDABLE HOUSING REVOLVING FUND

To see if the Town will vote to renew, under the authority of the Town Manager, a revolving account under Massachusetts General Laws, Chapter 44, §53E½ for the receipt of revenue and funding of expenses related to marketing and monitoring Affordable Housing units within developments in the Town, said revenue, in the form of receipts and fees, to be credited to said account and expended by the Town Manager for this purpose, with the maximum amount in said account not to exceed \$50,000 for Fiscal Year 2014, or to take any other action relative thereto.

TOWN MANAGER

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *A revolving fund is a tool used by cities and towns to allow a particular department or board to account for its revenues and expenses for particular programs separately from the General Fund. Program expenses can be directly offset by related revenue taken in, and expenditure of those monies requires no additional appropriation. Revolving funds must be authorized annually by Town Meeting at which time spending limits are established. This particular fund will utilize revenue collected in connection with land development for the purpose of promoting occupancy of affordable housing units as they become available. The funds will be spent largely on marketing and monitoring functions.*

Mover: Stuart Schulman

MOTION: I move that the Town vote to renew, under the authority of the Town Manager, a revolving account under Massachusetts General Laws, Chapter 44, §53E½ for the receipt of revenue and funding of expenses related to marketing and monitoring Affordable Housing units within developments in the Town, said revenue, in the form of receipts and fees, to be credited to said account and expended by the Town Manager for this purpose, with the maximum amount in said account not to exceed \$50,000 for Fiscal Year 2014.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 20 Main Motion: Passed by Unanimous Vote

ARTICLE 21: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION

To see if the Town will 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 2014 for those persons who qualify for property tax exemptions under Massachusetts General Laws, Chapter 59, Section 5, not to exceed \$1,000, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This article is geared toward elderly persons, blind persons and veterans with service connected disabilities. It would increase the exemption under state statute up to 100% of the exemption.*

Mover: Stuart Schulman

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 2014 for those persons who qualify for property tax exemptions under Massachusetts General Laws, Chapter 59, Section 5, not to exceed \$1,000.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 21 Main Motion: Passed by Unanimous Vote

ARTICLE 22: ALLOW CLOSURE OF CLERK'S OFFICE, PER M.G.L. CHAPTER 41, §110A

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 41, Section 110A, to allow the Town Clerk's office to remain closed on the last day to register to vote for Town Meetings, when that final registration date prescribed by the Massachusetts General Laws falls on a Saturday, or to take any other action relative thereto.

TOWN CLERK

Board of Selectmen: Recommended Unanimously
Finance Committee: No Position

Summary: *All voters in the Town may participate in Town Meeting. New voters in the Town must register by 8:00 pm on the 20th day preceding a Town Meeting. When a Town Meeting is called to begin on a Saturday, the 20th preceding day falls on a Sunday. By state law, the voter registration deadline would then move to the preceding Saturday. An affirmative vote under this article would have the effect of moving the voter registration deadline up one more day, to the preceding Friday, by allowing the Town Clerk's office to remain closed on the Saturday. If approved, the voter registration deadline for a Saturday Town Meeting would be on the 22nd preceding day. Section 110A provides as follows:*

Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday.

Mover: Joshua Degen

MOTION: I move that the Town vote, pursuant to Massachusetts General Laws Chapter 41, Section 110A, to allow the Town Clerk's office to remain closed on the last day to register to vote for Town Meetings, when that final registration date prescribed by the Massachusetts General Laws falls on a Saturday.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 22 Main Motion: Passed by Majority Vote

ARTICLE 23: AMEND SECTION 218-30 OF ZONING BYLAW

To see if the Town will vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, Section 218-30 Water Resource Protection Overlay Districts, Establishment of Districts, by striking out subsection 218-30.C:

C. Establishment of Districts. The Water Resource Protection Districts are herein established as overlay districts. The Water Resource Protection Districts are described on a map with district boundary lines prepared by Applied Geographics, Inc. entitled "Water Resource Protection Districts, Town of Groton," dated March 1, 2011. All maps are hereby made a part of this Zoning By-Law and are on file in the office of the Town Clerk.

And by inserting in its place:

C. Establishment of Districts. The Water Resource Protection Districts are herein established as overlay districts. The Water Resource Protection Districts are described on a map with district boundary lines prepared by Applied Geographics, Inc. entitled "Water Resource Protection Districts, Town of Groton," dated January 21, 2013. All maps are hereby made a part of this Zoning By-Law and are on file in the office of the Town Clerk.

or to take any other action relative thereto.

PLANNING BOARD

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

Summary: *This article updates the 2011 Water Resource Protection District Map with a new Water Resource Protection District Map to include the new Zones II & III around the Unkety Brook well site as required by the Department of Environmental Protection Drinking Water Program.*

Mover: Anna Eliot

MOTION: I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, Section 218-30 Water Resource Protection Overlay Districts, Establishment of Districts, as set forth in the Warrant.

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

Discussion:

- Planning Board voted in favor of this article

Vote on Article 23 Main Motion: Passed by Unanimous Vote

ARTICLE 24: AMEND SECTION 218-9 OF THE ZONING BYLAW

To see if the Town will vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by striking out Section 218-9, Location of Districts:

§218-9 Location of districts. Said districts are located and bounded as shown on a map entitled "Town of Groton, Massachusetts — Zoning Map," dated March 10, 2003, revised February 12, 2008, further revised March 1, 2011, and revised and amended to date, on file in the office of the Town Clerk. Said map, with the boundaries of the districts and all explanatory matter thereon, is hereby made a part of this chapter.

And by inserting in its place:

§218-9 Location of districts. Said districts are located and bounded as shown on a map entitled "Town of Groton, Massachusetts — Zoning Map," dated March 10, 2003, revised February 12, 2008, revised March 1, 2011, further revised January 18, 2013, and revised and amended to date, on file in the office of the Town Clerk. Said map, with the boundaries of the districts and all explanatory matter thereon, is hereby made a part of this chapter.

or to take any other action relative thereto.

PLANNING BOARD

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

Summary: *This article updates the Zoning Map to include the land on Farmers Row rezoned to the Public Use (P) District at the October 15, 2012 Fall Town Meeting. The new map does not result in any zoning changes.*

Mover: Anna Eliot

MOTION: I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by striking out Section 218-9, Location of Districts and inserting in its place a new Section 218-9, as set forth in the Warrant.

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

Discussion:

- Planning Board voted in favor of this article

Vote on Article 24 Main Motion: Passed by Unanimous Vote

ARTICLE 25: AMEND CHAPTER 218 – ZONING CODE

To see if the Town will vote to amend the Code of the Town of Groton, Chapter 218, Zoning, as follows:

1. *Definitions: by ADDING the following new definitions to Section 218-4, Definitions:*

AGRICULTURE - "Farming" or "agriculture" shall include farming in all of its branches and the cultivation and tillage of the soil, dairying, the production, cultivation, growing and harvesting of

any agricultural, aquacultural, floricultural or horticultural commodities, the growing and harvesting of forest products upon forest land, the raising of livestock including horses, the keeping of horses as a commercial enterprise, the keeping and raising of poultry, swine, cattle and other domesticated animals used for food purposes, bees, fur-bearing animals, and any forestry or lumbering operations, performed by a farmer, who is hereby defined as one engaged in agriculture or farming as herein defined, or on a farm as an incident to or in conjunction with such farming operations, including preparations for market, delivery to storage or to market or to carriers for transportation to market.¹

AGRICULTURAL LABOR HOUSING – A structure or building constructed or used for labor for commercial agriculture as its primary purpose.

COMMERCIAL DOG KENNEL - The keeping for sale or boarding purposes, including convalescence or treatment, of more than three dogs that are more than six months old.

2. Section 218-13, Schedule of Use Regulations: by DELETING the following use entries in the Agricultural, Floricultural and Horticultural category:

	R-A	R-B	B-1	M-1	C	O	P
The raising or keeping of horses, goats, sheep, cattle, and not over 15 pigs or poultry or maintenance of dog kennels or riding stables	Y	Y	Y	Y	SP	SP	Y
A. Barns or stables for breeding, boarding, hiring or sale of animals	SP	SP	SP	SP	N	N	SP
Roadside stand for sale of principally local farm produce raised in the Town, set back at least 50 feet from the street line, and provided that space for customers' cars is available off the right-of-way of the street and is so arranged as not to permit backing of automobiles onto any public or traveled way	SP	SP	SP	SP	N	SP	SP

And by ADDING the following use entries in the Agricultural, Floricultural and Horticultural category:

	R-A	R-B	B-1	M-1	C	O	P
Agricultural Labor Housing	Y	Y	Y	Y	Y	Y	Y
The raising or keeping of horses, goats, sheep, cattle, pigs, poultry or other domesticated animals for food and other agricultural purposes	Y	Y	Y	Y	Y	Y	Y

¹ See Chapter 137 Farming.

Riding stables	Y	Y	Y	Y	Y	Y	Y
Barns or stables for breeding, boarding, hiring or sale of animals	Y	Y	Y	Y	Y	Y	Y
Roadside stand for sale of principally local farm produce raised in the Town, set back at least 50 feet from the street line, and provided that space for customers' cars is available off the right-of-way of the street and is so arranged as not to permit backing of automobiles onto any public or traveled way	Y	Y	Y	Y	Y	Y	Y

3. Section 218-13, Schedule of Use Regulations: by DELETING the following use entry in the Business category:

	R-A	R-B	B-1	M-1	C	O	P
Commercial greenhouse	SP	SP	Y	Y	Y	Y	N

And by ADDING the following use in the Agricultural, Floricultural and Horticultural category:

	R-A	R-B	B-1	M-1	C	O	P
Commercial greenhouse	Y	Y	Y	Y	Y	Y	Y

4. Section 218-13, Schedule of Use Regulations: by ADDING the following use entry in the Business category:

	R-A	R-B	B-1	M-1	C	O	P
Commercial dog kennel	SP	SP	Y	Y	N	N	N

**PLANNING BOARD
AGRICULTURAL COMMISSION**

Board of Selectmen: Recommended Unanimously
Finance Committee: No Position

Summary: *The Planning Board and Agricultural Commission, in collaboration with the Board of Health and Conservation Commission, are proposing the above amendments to §218-4, Definitions and §218-13, Schedule of Use Regulations. The proposed amendments will add new definitions of “Agriculture,” “Agricultural Labor Housing,” and “Commercial Dog Kennel” and will modify the Schedule of Use Regulations, which designates the types of uses allowed in different Zoning Districts.*

Mover: Anna Eliot

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218, Zoning, Section 218-4, Definitions, and Section 218-13, Schedule of Use Regulations, as set forth in the Warrant.

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

Discussion:

- Planning Board voted in favor of Article 25
- Agricultural Commission supports Article 25
- Agricultural Commission: State law does not allow for Special Permit requirements for agriculture. This bylaw revision eliminates the SP requirements, and brings the Groton bylaw into conformance with state law.

MOTION to Amend (D. Mendel):

I move to amend the main motion under Article 25 by revising the second entry for the Agricultural, Floricultural and Horticultural category in section 218-13, Schedule of Use Regulations, to read as follows:

The raising of horses, goats, sheep, cattle, pigs (not more than 15), poultry (not more than 15) or other domesticated animals for food and other agricultural purposes.

Motion to Amend (D. Mendel) Moved and Seconded
Quantum: Majority

Discussion (con't):

- Q: Is the restriction on the numbers of animals "legal"?
 - R: There is no restriction in Mass general Law. Specification of a number, per se, is not a violation. Any restriction is subject to the "reasonableness" concept of MGL 40A Section 3.
 - Example: The size of a lot must be a "reasonableness" factor.
 - The amendment was offered in consideration of undersized lots and a large number of animals.
- There are a number of requirements in zoning to address use of lots. For example, zoning requires 25' setbacks. Suggest concerned parties work with the Planning Board to address concerns.
- This amendment would affect all farms and lots, regardless of land size; some think unreasonably.
- The Board of Health can regulate public health aspects of animals.
- This zoning proposal offers no protection for house owners.
- Proposed amendment applies to pigs and poultry only.
- Q: What are the controls on farm animals?
 - The amendment removes the Special Permit requirement.
 - Special Permits did not control the management of animals.
 - The controls are the same: State standards, local inspections
 - Proper management is the key to preventing "intrusion".
- There are flaws in the plan and the amendment. It is not good to regulate large farms the same as house lots. What risk does the homeowner face?
- Limiting the number of animals will not address the issues raised. Need to find a way to protect the public from bad practices.
- A house is a major financial investment. We may need to modify zoning in synch with state law to protect house owners. However, farms have a right to exist.

MOTION to Move the Question (re Mendel Amendment)

Moved and Seconded

Quantum: 2/3rds Majority

Vote on the Motion to Move the Question: Passed by 2/3rds Majority

Vote on Amendment to the Main Motion (D. Mendel): Does not carry

Discussion (con't):

- Q: Is there anything to prevent building an Agriculture labor house on any house lot?
 - R: Acreage, Revenue and hours devoted to farming. Only commercial agriculture as defined by state law qualify.
- Q: If there is a remote agriculture operation, can one build a labor house on the local lot?
 - R: No. Can only build on continuous land with the operation.

Vote on Article 25 Main Motion : Passed by 2/3rds Majority

ARTICLE 26: CONCEPT PLAN APPROVAL FOR 120 BOSTON ROAD

To see if the Town vote, pursuant to Section 218-18 of the Zoning Bylaw, to approve the Concept Plan for business development for property owned by PCM Realty Trust, situated at 120 Boston Road and shown on Assessors' Map 222 as Parcel 15, which premises is described in a deed recorded at the South Middlesex Registry of Deeds at Book 26626, Page 239, being shown on shown on a conceptual plan entitled "Concept Plan for 120 Boston Road, Groton, Massachusetts" prepared by Ducharme & Dillis, Civil Design Group, Inc., dated March 14, 2013, a copy of which is on file with the Town Clerk, or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The article requests that voters approve a concept plan for construction of a two-story medical office building with an 8000 sq. ft. footprint and gross floor area of 16,000 sq. ft. The front portion of the 2.98 acre property was zoned Business (B-1) in 1963 and the rear portion of the site was rezoned to B-1 in 1996.*

Mover: Anna Eliot

MOTION: I move that the Town vote, pursuant to Section 218-18 of the Zoning Bylaw, to approve the Concept Plan for business development for property owned by PCM Realty Trust, situated at 120 Boston Road and shown on Assessors' Map 222 as Parcel 15, which premises is described in a deed recorded at the South Middlesex Registry of Deeds at Book 26626, Page 239, being shown on a conceptual plan entitled "Concept Plan for 120 Boston Road, Groton, Massachusetts" prepared by Ducharme & Dillis, Civil Design Group, Inc., dated March 14, 2013, a copy of which is on file with the Town Clerk.

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

Discussion:

- Presentation by Myette Team, proponents of amendment.
- Groton's requirement of a Concept Plan Approval by town Meeting is unique.
- This property has "split zoning" since 1996. Originally zoned as business in 1963.
- If Town Meeting approves the concept plan, the project proposal will still require board's approvals as it moves forward in the permitting process. This vote, would only allow the application process to begin. This vote is not to change zoning.
- The Concept Plan Approval Process looks at four criteria:
 - Impact on town economics
 - Impact of visual environment
 - Impact on natural environment
 - Impact on public services
- Proponent believes the project will have positive impacts in all criteria.
- A concept-level plan was presented. The primary tenant will be Pediatrics West.
- Planning Board voted 4 to 1 in favor of the plan.
- Economic Development Committee
 - Issued a strong letter of support
 - Voted unanimous support of the project (Peter Myette abstaining)
 - This is an example of good business growth for Groton.
- Board of Selectmen supported the project by a vote to 4 to 0.
- Groton Board of Trade endorsed the project. This will create additional jobs for Groton residents and create additional tax revenue.
- Q: What was the reason for the minority Planning Board vote?
 - R: Member Wilson (not present) voted "no" because he felt the plan was incomplete to form an opinion. Member Wilson also thinks the Concept Plan process is flawed in that it requires a recommendation without full facts.
- Abutter Janes addressed the meeting with concerns:
 - Common septic system will be removed, forcing hookup to town sewer. Abutter feels the operational expense of sewer is not affordable for her business.
 - Proposed project may put her out of business. The plan is not friendly to her business.
 - There are issues with easements and septic to be resolved.
- Proponent Attorney Anctil reiterated that Town Meeting's approval of the concept plan only allows the project to go forward to the permitting stage. Will work with abutters. The boards generally push applicants to develop better projects.

Vote on Article 26 Main Motion: Passed by 2/3rds Majority

ARTICLE 27: DISCONTINUE A PORTION OF FITCH'S BRIDGE ROAD

To see if the Town will vote to discontinue as a public way the portion of Fitch's Bridge Road running from its intersection with Pepperell Road easterly to a point 50 feet, more or less, easterly of the east abutment of Fitch's Bridge, as shown on sheet 5, "Site Plan," of plans

entitled "Fitch's Bridge Replacement (Fitch's Bridge over Nashua River Bridge Number G-14-004)" dated December 12, 2012 by Fay, Spofford & Thorndike, LLC, 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

Board of Selectmen: Recommended Unanimously
Finance Committee: No Position

Summary: *To discontinue the portion of Fitch's Bridge Road that abuts Fitch's Bridge.*

Mover: Jack Petropoulos

MOTION A: I move that the Town vote to discontinue as a public way a portion of Fitch's Bridge Road, which road was accepted and established by a vote under Article 8 of the March, 1845 Town Meeting as a two-rod wide road, said portion running from the Road's intersection with Pepperell Road easterly to a point 50 feet easterly of the east abutment of Fitch's Bridge, as shown on sheet 5, "Site Plan," of plans entitled "Fitch's Bridge Replacement (Fitch's Bridge over Nashua River Bridge Number G-14-004)" dated December 12, 2012 by Fay, Spofford & Thorndike, LLC, a copy of which is on file in the office of the Town Clerk.

Moved and Seconded

MOTION B: I move that this Article be Indefinitely Postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 27 Motion to Indefinitely Propose: Passed by Unanimous Vote

ARTICLE 28: ACCEPTANCE OF PAQUAWKET PATH

To see if the Town will vote to accept as a public way the roadway known as Paquawket Path, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Definitive Subdivision of Land in Groton, MA known as Longley Estates" dated June, 1979, prepared by Charles A. Perkins Co., Inc., Clinton, Mass, 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 Paquawket Path as a public way.*

Mover: Jack Petropoulos

MOTION: I move that the Town vote to accept as a public way the roadway known as Paquawket Path, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Definitive Subdivision of Land in Groton, MA known as Longley Estates" dated June, 1979, prepared by Charles A. Perkins Co., Inc., Clinton, Mass, 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 28 Main Motion: Passed by Unanimous Vote

ARTICLE 29: SALE OR LEASE OF SQUANNACOOK HALL

To see if the Town will vote to authorize the Board of Selectmen to sell and/or lease, for a period not to exceed 99 years, the building known as Squannacook Hall, which comprises approximately 4,402 square feet, and all or a portion of the 0.50 acre site on which it is located at 33 West Main Street, West Groton, Massachusetts, to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said building, and to petition the General Court for any necessary special legislation, 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: *Squannacook Hall has been vacant for the past four years. A re-use study was completed four years ago for the future use of the Building. However, due to cost and lack of a viable septic system, no action was taken on the proposed rehabilitation. Last fall, the Town successfully designed a Title V septic system that was permitted by the Board of Health. Based on this, the Board of Selectmen advertised a Request for Proposal for the disposition of the Building. The purpose of this article will be to present the results of the RFP to the Town Meeting for approval and potential sale and/or lease of the Building. A full report will be made to the Spring Town Meeting.*

Mover: Anna Eliot

MOTION A: I move that the Town vote to transfer to the Board of Selectmen, for the purpose of sale and/or lease, the custody and control of the building known as Squannacook Hall, which comprises approximately 4,402 square feet, and all or a portion of the 0.50 acre site on which it is located at 33 West Main Street, West Groton, Massachusetts, and to authorize the Board of Selectmen to sell and/or lease such property for a period not to exceed 99 years, for a sum of not less than \$25,000, and to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said property, and to petition the General Court for any necessary special legislation.

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

MOTION B: I move that this Article be Indefinitely Postponed

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 29 Motion B to Indefinitely Postpone:
Passed by Unanimous Vote

MOTION to Dissolve the 2103 Spring Town Meeting
Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Motion to Dissolve the Meeting: Passed by Unanimous Vote
The 2013 Spring Town Meeting was dissolved April 22 at 9:35 PM

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 5th Day of April in the year of our Lord Two Thousand Thirteen.

Stuart M. Schulman
Stuart M. Schulman, Chairman

Peter S. Cunningham
Peter S. Cunningham, Vice-Chairman

John G. Petropoulos
John G. Petropoulos, Clerk

Joshua A. Degen
Joshua A. Degen, Member

Anna Eliot
Anna Eliot, 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

BUDGET MESSAGE FROM THE TOWN MANAGER

TOWN OF GROTON FISCAL YEAR 2014

Pursuant to Article 6 of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Board of Selectmen and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2014 Operating Budget for the Town of Groton. This budget is a “needs budget” that, not only provides a stable tax rate, but allows the Town to continue to address areas that will improve the overall service delivery to Groton’s residents. In addition, decisions made in previous years have allowed the Town to set aside the necessary debt service to address capital needs in FY 2014 without increasing taxes more than is allowed under Proposition 2½. After a significant increase last year, the excluded debt budget decreases slightly in FY 2014, providing some relief for residents and taxpayers.

An issue that arose when developing the revenue forecast for Fiscal Year 2014 is the fact that Fiscal Year 2013 State Revenue Collections are well below budgeted revenues and the Governor has made a decision to reduce FY 2013 Local Aid payments to the Cities and Towns. Based on this, the proposed budget assumes a decrease in local aid for Fiscal Year 2014. To be conservative, State Aid has been budgeted at the Fiscal 2012 level, or a decrease of 8.77%. To offset this reduction, we are using \$70,612 in excess levy capacity to minimize the impact of this reduction on the proposed operating budget.

Nevertheless, overall revenue projections show a healthy revenue forecast in Fiscal Year 2014. This will allow the Town to continue to maintain services and continue to address areas that will

improve the delivery of services. Similar to last year, Health Insurance and Pension Expenses will not overly tax the budget in FY 2014 as the Town continues to provide affordable health insurance to its employees and continues to fund the unfunded pension liability without a major increase in the operating budget. As stated in last year's budget message, the continued hard work of all of the Town's Departments, Boards, Committees, and Commissions will allow the Town to continue to maintain services and improve the delivery of services in key departments.

Improving technology capabilities has been a high priority. With the help of extremely dedicated volunteers, the Town's IT Director, Jason Bulger, has been able to improve the Town's capabilities. The Town has seen significant improvements to its equipment and security. In addition, the Town now has a state of the art website and its Emergency Operations Center is one of the finest in the State in terms of capabilities. In addition, the IT Department has developed software that has helped departments improve their service delivery to residents. The commitment to IT continues in FY 2014. Currently, the Department has one full time Manager and a part-time Desk Top Specialist. In order to continue moving the Department forward, the FY 2014 Budget contains funding that increases the staff by one full-time employee that will reorganize the make-up of the IT Department. The Wage Line Item requests \$57,605, which would fund a part-time (19 hour/week) Web Developer with a salary of \$24,399, and increase the current part time Desk Top Specialist from 19 hours/week to full-time (35 hours/week) at a salary of \$33,206. Many departments suffer inefficiencies due to ongoing maintenance or support issues that result from only a part-time Desktop Specialist. The IT Department has implemented a ticketing system that shows that users on average wait 4 days for a non-emergency problem to be remedied. Adding this position makes great strides to bring that number down. Expanding this position will allow the IT Director to dedicate more time on higher-level issues like managing servers and network devices, planning, purchasing, and special projects. Increasing the Desktop Specialist position to full-time will allow better continuity for users and increase efficiency for all workers.

The new Web Developer position will help tackle two of the department's most profound goals which are to provide a solid public-facing website that adequately communicates all of the Town's information to the public, and improve and expand the back office software system. This will save time and improve the recordkeeping of several departments throughout the Town as well as aid in essential business functions. The current back office system has been under development for several years now, and providing ongoing support and documentation will increase its overall usefulness and ensure its long-term survival. With the work of the employee in this position, the public-facing website will be easier to navigate and search, will contain more documents and pages to provide more information to the public, will offer a mobile version of the site, and will offer the ability to sign up for alerts or notifications for certain events.

Fiscal Year 2014 will be the second year that the Health Reform Legislation will have a positive impact on the Town's Operating Budget. As you will recall from last year, the Health Reform Law allowed cities and towns to change health insurance plan designs in order to lower costs without first bargaining that change through union negotiations. The cost reduction was accomplished by shifting more of the out of pocket expenses to employees and retirees in the form of higher co-pays and new deductibles, thereby lowering the monthly premiums and consequently the overall cost of health insurance for the taxpayer. In order to offset some of these additional expenses to employees, the Town implemented a health reimbursement arrangement (HRA) that allows employees and retirees to use the savings to offset higher co-pays and new plan year deductibles. In FY 2013, we appropriated \$60,000 for the HRA, which was twenty-five (25%) percent of the savings the Town realized with the new plan design. The

Board of Selectmen had agreed to request funding for the HRA in the amount of \$60,000 for three years. The Fiscal Year 2014 Budget contains this amount in the Health Insurance Budget.

The Police and Fire Communications Department has had four full-time employees and one part-time employee for many years. For the past two fiscal years additional funding has been added to the Department's Wage Account to provide relief dispatchers to cover various shifts. This has been a good "stop-gap", but has not fully addressed the needs of the Department. Aside from emergencies, day to day call volumes and walk in traffic has increased quite significantly. From January 1, 2012 to November 21, 2012 the Communications Center has logged approximately 31,159 calls. From January 1, 2011 to December 31, 2011 the Communications Center logged 23,997 calls. This is an increase of approximately 29.85%. In addition, training requirements and other mandates from the State have been implemented over the past year. On July 1, 2012, the Commonwealth of Massachusetts mandated Emergency Medical Dispatch (EMD) procedures and requirements. The Town was fortunate enough to receive grant money (\$36,000) to purchase the software program and complete the EMD training that was required. In order to become a certified EMD dispatcher, the employee must become a certified E911 tele-communicator, obtain and maintain CPR certification, and obtain and maintain EMD certification. Each employee must also complete sixteen (16) hours of state approved continuing education training each year. This new mandate has created more work for the dispatcher(s) as they now need to remain on the phone with the caller and provide pre-arrival medical assistance while dispatching the ambulance, cruiser, and out of town Advanced Life Support (ALS) unit(s) that is required by Fire Department protocol. In addition, they must continue to enter the call into the Computer Aided Dispatch (CAD) system, the EMD Software system, and answer incoming phone calls, all while continuing to dispatch for Dunstable Police and EMS. In order to address this, the FY 2014 Budget contains funding for an additional full-time dispatcher. By adding this position, the Department will be able to have the busiest times covered by two dispatchers on duty and continue to meet State mandates without impacting public safety. The FY 2014 Budget impact of this addition is \$59,243 (including benefits).

The Library Budget has funding that will allow them to change from the current catalog and borrowing system they operate under to one that will dramatically improve their delivery of services to residents. As it is now constituted, the Groton Public Library (GPL) is a stand-alone system - the last library in eastern Massachusetts that is not part of a network. The GPL purchases its own online catalog system from The Library Corporation (TLC) and is an online affiliate with the Central/Western Massachusetts Automated Resource Sharing network (C/W MARS), for which they receive access to two databases (out of the 53 they offer) and limited access to their catalog system. The current catalog system with TLC will cost \$14,318 in FY 2014, while continuing with C/W MARS for interlibrary loans will cost \$3,100. It is important to note that FY 2014 will be the last year that C/W MARS will offer on-line affiliations. Starting in FY 2015, they will only be offering full memberships. In order to improve the delivery of services, funding has been added to the Library Budget for a full membership in the Merrimack Valley Library Consortium (MVLC). This change incorporates GPL into a network with 35 other public libraries, increasing their materials collection of 76,000 to over three million items. The annual cost to join the MVLC is \$35,371. Since the Library will no longer be part of TLC or C/W MARS, the \$17,418 currently being spent can be used to offset the MVLC fee, thereby requiring an additional appropriation of \$17,953 in FY 2014.

Last year, the Town entered into three (3) year agreements with five of our six Unions. This has allowed the Town to maintain a stable work force and provide a solid budgetary forecast over the next two years. These five Unions will be entering the second year of three year deals in Fiscal Year 2014. Negotiations with our sixth union, the newly formed Groton Professional

Firefighters Association, are still on-going. Each of the five Unions has agreed to a two (2%) percent wage adjustment in Fiscal Year 2014, and the Board of Selectmen is recommending that all By-Law employees receive the same adjustment. In addition, please recall that last year, a new performance incentive program for several of our union employees, as well as our By-Law employees was instituted. This program allows employees to earn up to an additional two (2%) percent wage increase based on a review of their performance by their department managers. Fiscal Year 2014 is the first year that the financial impact of this program will be included in the Town's operating budget. This program continues to evolve and is an effective tool to measure employee performance. The Fiscal Year 2014 financial impact of the negotiated and recommended wage adjustment, along with the performance incentive program is as follows:

Total Needed for Wage Adjustment	\$112,845
Total Needed for Performance Incentive	<u>\$ 44,759</u>
 Total Budgetary Impact:	 \$157,604

The following chart is a breakdown of the proposed municipal budget by function:

<u>Function</u>	<u>FY 2013 Appropriation</u>	<u>FY 2014 Proposed</u>	<u>Dollar Change</u>	<u>Percent Change</u>
General Government	\$ 1,652,260	\$ 1,721,607	\$ 69,347	4.20%
Land Use Departments	\$ 351,148	\$ 404,148	\$ 53,000	15.09%
Protection Persons & Property	\$ 2,804,946	\$ 2,974,896	\$169,950	6.06%
Department of Public Works	\$ 1,969,612	\$ 2,033,202	\$ 63,590	3.23%
Library and Citizens Services	\$ 1,545,696	\$ 1,579,221	\$ 33,525	2.17%
Debt Service (within Levy Only)**	\$ 321,000	\$ 715,571	\$394,571	122.91%
Employee Benefits	<u>\$ 3,013,787</u>	<u>\$ 3,092,424</u>	<u>\$ 78,637</u>	<u>2.61%</u>
 Municipal Government Total	 \$11,658,449	 \$12,521,069	 \$862,620	 7.39%

**Includes anticipated debt service of \$500,000 for the new Center Fire Station

It is important to note here that if the Fire Station Debt Service were not included in the proposed operating budget, the proposed increase is \$362,620, or 3.11%.

The total Proposed Fiscal Year 2014 Operating Budget, including Regional School Assessments and excluded debt, is \$30,158,433 or an increase of 4.27%. This proposed budget is \$500,000 under the anticipated FY 2014 Proposition 2½ Levy Limit. When you take into consideration the proposed Capital Budget and additional appropriations raised on the recap sheet, the total proposed budget is \$30,994,975. The Fiscal Year 2013 Tax Rate has been certified at \$16.85. Based on the proposed Budget, the estimated Tax Rate in Fiscal Year 2014 is \$17.27, or an increase of \$0.42. In Fiscal Year 2013, the average Tax Bill in the Town

of Groton (based on a home valued at \$400,000) is \$6,740. Under this proposed budget, that same homeowner can expect a tax bill of \$6,908 or an increase of \$168. The following chart shows a comparison between FY 2013 and FY 2014:

	<u>Actual FY 2013</u>	<u>Proposed FY 2014</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Levy Limit	\$23,349,641	\$24,230,203	\$880,562	3.77%
Tax Rate On Levy Limit	\$15.47	\$15.92	\$0.45	2.90%
Average Tax Bill	\$6,188	\$6,368	\$180	2.90%
Excluded Debt	\$2,090,517	\$2,049,772	\$(40,745)	-1.94%
Tax Rate On Excluded Debt	\$1.38	\$1.35	\$(0.03)	-2.17%
Average Tax Bill	\$552	\$540	\$(12.00)	-2.17%
Final Levy Limit	\$25,440,158	\$26,279,975	\$839,817	3.30%
Final Tax Rate	\$16.85	\$17.27	\$0.42	2.49%
Average Tax Bill	\$6,740	\$6,908	\$168	2.49%

I would like to take this opportunity to thank the Board of Selectmen, the Finance Committee and all of the Departments, Boards, Committees and Commissions for their outstanding work and cooperation in assisting in the preparation of the Proposed Operating Budget. In addition, the outstanding support and cooperation by Superintendent of Schools Anthony Bent and the Groton Dunstable Regional School District Committee was extremely important in developing a budget that allowed us to maintain services for our residents.

Respectfully submitted,

Mark W. Haddad

Groton Town Manager

TOWN OF GROTON				
FISCAL YEAR 2014				
REVENUE ESTIMATES				
	BUDGETED	ESTIMATED		
	FY 2013	FY 2014	CHANGE	
PROPERTY TAX REVENUE	\$ 23,920,810	\$ 24,730,203	\$ 809,393	
DEBT EXCLUSIONS	\$ 2,090,517	\$ 2,049,772	\$ (40,745)	
CHERRY SHEET - STATE AID	\$ 802,427	\$ 732,000	\$ (70,427)	
UNEXPENDED TAX CAPACITY	\$ (571,169)	\$ (500,000)	\$ 71,169	
LOCAL RECEIPTS:				
General Revenue:				
Motor Vehicle Excise Taxes	\$ 1,225,000	\$ 1,285,000	\$ 60,000	
Penalties & Interest on Taxes	\$ 85,000	\$ 90,000	\$ 5,000	
Payments in Lieu of Taxes	\$ 210,000	\$ 210,000	\$ -	
Other Charges for Services	\$ 63,500	\$ 63,500	\$ -	
Fees	\$ 414,000	\$ 414,000	\$ -	
Rentals	\$ 27,000	\$ 27,000	\$ -	
Library Revenues	\$ 15,000	\$ 15,000	\$ -	
Other Departmental Revenue	\$ 475,000	\$ 475,000	\$ -	
Licenses and Permits	\$ 228,500	\$ 256,000	\$ 27,500	
Fines and Forfeits	\$ 30,000	\$ 22,000	\$ (8,000)	
Investment Income	\$ 15,000	\$ 6,000	\$ (9,000)	
Recreation Revenues	\$ 577,120	\$ 550,000	\$ (27,120)	
Miscellaneous Non-Recurring	\$ -	\$ -	\$ -	
Sub-total - General Revenue	\$ 3,365,120	\$ 3,413,500	\$ 48,380	
Other Revenue:				
Free Cash	\$ -	\$ -	\$ -	
Stabilization Fund for Minor Capital	\$ -	\$ -	\$ -	
Stabilization Fund for Tax Rate Relief	\$ -	\$ -	\$ -	
Capital Asset Stabilization Fund	\$ 555,200	\$ 369,500	\$ (185,700)	
EMS/Conservation Fund Receipts Reserve	\$ 360,000	\$ 200,000	\$ (160,000)	
Community Preservation Funds	\$ -	\$ -	\$ -	
Water Department Surplus	\$ -	\$ -	\$ -	
Sewer Department Surplus	\$ -	\$ -	\$ -	
Encumbrances	\$ -	\$ -	\$ -	
Sub-total - Other Revenue	\$ 915,200	\$ 569,500	\$ (345,700)	
WATER DEPARTMENT ENTERPRISE	\$ 970,776	\$ 1,004,768	\$ 33,992	
SEWER DEPARTMENT ENTERPRISE	\$ 681,440	\$ 836,687	\$ 155,247	
TOTAL ESTIMATED REVENUE	\$ 32,175,121	\$ 32,836,430	\$ 661,309	

TOWN OF GROTON		
FISCAL YEAR 2014		
TAX LEVY CALCULATIONS		
FY 2014 PROPOSED EXPENDITURES		
Town Manager Proposed Budget		
General Government	\$	1,721,607
Land Use Departments	\$	404,148
Protection of Persons and Property	\$	2,974,896
Regional School Districts	\$	16,820,916
Department of Public Works	\$	2,033,202
Library and Citizen Services	\$	1,579,221
Debt Service	\$	1,532,019
Employee Benefits	\$	3,092,424
A. TOTAL DEPARTMENTAL BUDGET REQUESTS		\$ 30,158,433
B. CAPITAL BUDGET REQUESTS		\$ 409,500
C. ENTERPRISE FUND REQUESTS		\$ 1,841,455
D. COMMUNITY PRESERVATION REQUEST		\$ -
OTHER AMOUNTS TO BE RAISED		
1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	1,000
5. Total cherry sheet offsets	\$	-
6. Revenue deficits	\$	-
7. Offset Receipts	\$	20,000
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	100,000
10. Other		
E. TOTAL OTHER AMOUNTS TO BE RAISED		\$ 121,000
F. STATE AND COUNTY CHERRY SHEET CHARGES		\$ 81,042
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS		\$ 225,000
TOTAL PROPOSED EXPENDITURES		\$ 32,836,430
FY 2013 ESTIMATED RECEIPTS		
ESTIMATED TAX LEVY		
Levy Limit	\$	24,730,203
Debt Exclusion	\$	2,049,772
A. ESTIMATED TAX LEVY		\$ 26,779,975
B. CHERRY SHEET ESTIMATED RECEIPTS		\$ 732,000
C. LOCAL RECEIPTS NOT ALLOCATED		\$ 3,413,500
D. OFFSET RECEIPTS		\$ -
E. ENTERPRISE FUNDS		\$ 1,841,455
F. COMMUNITY PRESERVATION FUNDS		\$ -
G. FREE CASH		\$ -
OTHER AVAILABLE FUNDS		
1. Stabilization Fund	\$	-
2. Capital Asset Fund	\$	369,500
3. EMS/Conservation Fund	\$	200,000
G. OTHER AVAILABLE FUNDS		\$ 569,500
TOTAL ESTIMATED RECEIPTS		\$ 33,336,430
FY 2013 SURPLUS/(DEFICIT)		\$ 500,000

APPENDIX A		TOWN OF GROTON						
		FISCAL YEAR 2014						
				FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	FY 2012	FY 2013	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
		ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
GENERAL GOVERNMENT								
MODERATOR								
1000	Salaries	\$ 65	\$ 65	\$ 65	\$ 65	0.00%	\$ 0.01	0.00%
1001	Expenses	\$ 78	\$ 80	\$ 80	\$ 80	0.00%	\$ 0.02	0.00%
DEPARTMENTAL TOTAL		\$ 143	\$ 145	\$ 145	\$ 145	0.00%	\$ 0.03	0.00%
BOARD OF SELECTMEN								
1020	Salaries	\$ 3,950	\$ 3,950	\$ 3,950	\$ 3,950	0.00%	\$ 0.88	0.01%
1021	Wages		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1022	Expenses	\$ 10,234	\$ 1,900	\$ 1,900	\$ 1,900	0.00%	\$ 0.42	0.01%
1023	Engineering/Consultant		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1024	Minor Capital		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 14,184	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.30	0.02%
TOWN MANAGER								
1030	Salaries	\$ 169,012	\$ 172,069	\$ 179,021	\$ 179,021	4.04%	\$ 39.90	0.58%
1031	Wages	\$ 50,142	\$ 56,345	\$ 80,785	\$ 80,785	43.38%	\$ 18.00	0.26%
1032	Expenses	\$ 4,142	\$ 2,800	\$ 3,000	\$ 3,000	7.14%	\$ 0.67	0.01%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 223,297	\$ 231,214	\$ 262,806	\$ 262,806	13.66%	\$ 58.57	0.85%

		FY 2012	FY 2013	FY 2014	FY 2014	PERCENT	FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
FINANCE COMMITTEE								
1040	Expenses	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1041	Reserve Fund	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 33.43	0.48%
DEPARTMENTAL TOTAL		\$ -	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 33.43	0.48%
TOWN ACCOUNTANT								
1050	Salaries	\$ 95,684	\$ 102,080	\$ 70,227	\$ 70,227	-31.20%	\$ 15.66	0.23%
1051	Wages	\$ 28,822	\$ 30,697	\$ 31,780	\$ 31,780	3.53%	\$ 7.08	0.10%
1052	Expenses	\$ 29,098	\$ 34,900	\$ 31,600	\$ 31,600	-9.46%	\$ 7.04	0.10%
DEPARTMENTAL TOTAL		\$ 153,603	\$ 167,677	\$ 133,607	\$ 133,607	-20.32%	\$ 29.78	0.43%
BOARD OF ASSESSORS								
1060	Salaries	\$ 75,205	\$ 77,381	\$ 79,637	\$ 79,637	2.92%	\$ 17.76	0.26%
1061	Wages	\$ 77,198	\$ 86,570	\$ 84,950	\$ 84,950	-1.87%	\$ 18.93	0.27%
1062	Expenses	\$ 18,906	\$ 16,860	\$ 17,475	\$ 17,475	3.65%	\$ 3.89	0.06%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 171,309	\$ 180,811	\$ 182,062	\$ 182,062	0.69%	\$ 40.58	0.59%
TREASURER/TAX COLLECTOR								
1070	Salaries	\$ 67,713	\$ 70,276	\$ 77,719	\$ 77,719	10.59%	\$ 17.32	0.25%
1071	Wages	\$ 103,230	\$ 105,356	\$ 95,229	\$ 95,229	-9.61%	\$ 21.22	0.31%
1072	Expenses	\$ 27,975	\$ 29,807	\$ 18,840	\$ 18,840	-36.79%	\$ 4.20	0.06%
1073	Tax Title	\$ 4,349	\$ 8,100	\$ 8,100	\$ 8,100	0.00%	\$ 1.81	0.03%
1074	Bond Cost	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.56	0.01%
DEPARTMENTAL TOTAL		\$ 205,767	\$ 216,039	\$ 202,388	\$ 202,388	-6.32%	\$ 45.11	0.66%

LINE	DEPARTMENT/DESCRIPTION	FY 2012 ACTUAL	FY 2013 APPROPRIATED	FY 2014	FY 2014	PERCENT CHANGE	FY 2014	FY 2014
				TOWN MANAGER BUDGET	FINCOM BUDGET		AVERAGE TAX BILL	PERCENT OF TAX BILL
TOWN COUNSEL								
1080	Expenses	\$ 72,146	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 20.06	0.29%
DEPARTMENTAL TOTAL		\$ 72,146	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 20.06	0.29%
HUMAN RESOURCES								
1090	Salary	\$ 47,804	\$ 49,470	\$ 68,624	\$ 68,624	38.72%	\$ 15.29	0.22%
1091	Expenses	\$ 3,215	\$ 3,475	\$ 4,750	\$ 4,750	36.69%	\$ 1.06	0.02%
DEPARTMENTAL TOTAL		\$ 51,019	\$ 52,945	\$ 73,374	\$ 73,374	38.59%	\$ 16.35	0.24%
INFORMATION TECHNOLOGY								
1100	Salary	\$ 79,249	\$ 81,626	\$ 90,780	\$ 90,780	11.21%	\$ 20.23	0.29%
1101	Wages	\$ 4,233	\$ 17,208	\$ 57,605	\$ 57,605	234.76%	\$ 12.84	0.19%
1102	Expenses	\$ 24,637	\$ 24,000	\$ 25,000	\$ 25,000	4.17%	\$ 5.57	0.08%
DEPARTMENTAL TOTAL		\$ 108,119	\$ 122,834	\$ 173,385	\$ 173,385	41.15%	\$ 38.64	0.56%
GIS STEERING COMMITTEE								
1120	Expenses	\$ 15,310	\$ 16,000	\$ 15,400	\$ 15,400	-3.75%	\$ 3.43	0.05%
DEPARTMENTAL TOTAL		\$ 15,310	\$ 16,000	\$ 15,400	\$ 15,400	-3.75%	\$ 3.43	0.05%
TOWN CLERK								
1130	Salaries	\$ 63,000	\$ 66,193	\$ 68,867	\$ 68,867	4.04%	\$ 15.35	0.22%
1131	Wages	\$ 42,962	\$ 44,968	\$ 48,304	\$ 48,304	7.42%	\$ 10.77	0.16%
1132	Expenses	\$ 6,028	\$ 9,234	\$ 10,079	\$ 10,079	9.15%	\$ 2.25	0.03%
1133	Minor Capital		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 111,990	\$ 120,395	\$ 127,250	\$ 127,250	5.69%	\$ 28.37	0.41%

		FY 2012	FY 2013	FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ELECTIONS & BOARD OF REGISTRARS								
1140	Stipend	\$ 5,978	\$ 9,600	\$ 3,840	\$ 3,840	-60.00%	\$ 0.86	0.01%
1141	Expenses	\$ 9,275	\$ 7,040	\$ 7,170	\$ 7,170	1.85%	\$ 1.60	0.02%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 15,253	\$ 16,640	\$ 11,010	\$ 11,010	-33.83%	\$ 2.46	0.03%
STREET LISTINGS								
1150	Expenses	\$ 4,776	\$ 6,250	\$ 5,870	\$ 5,870	-6.08%	\$ 1.31	0.02%
DEPARTMENTAL TOTAL								
		\$ 4,776	\$ 6,250	\$ 5,870	\$ 5,870	-6.08%	\$ 1.31	0.02%
INSURANCE & BONDING								
1160	Insurance & Bonding	\$ 119,084	\$ 143,000	\$ 143,000	\$ 143,000	0.00%	\$ 31.87	0.46%
1161	Insurance Deductible Reserve - Liability	\$ 3,000	\$ 12,000	\$ 12,000	\$ 12,000	0.00%	\$ 2.67	0.04%
1162	Insurance Deductible Reserve - 111F	\$ 8,663	\$ 25,000	\$ 25,000	\$ 25,000	0.00%	\$ 5.57	0.08%
DEPARTMENTAL TOTAL								
		\$ 130,747	\$ 180,000	\$ 180,000	\$ 180,000	0.00%	\$ 40.11	0.58%
TOWN REPORT								
1170	Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.33	0.00%
DEPARTMENTAL TOTAL								
		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.33	0.00%

		FY 2012	FY 2013	FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
POSTAGE/TOWN HALL EXPENSES								
1180	Expenses	\$ 47,588	\$ 47,960	\$ 47,960	\$ 47,960	0.00%	\$ 10.69	0.15%
1181	Telephone Expenses	\$ 35,324	\$ 34,000	\$ 42,000	\$ 42,000	0.00%	\$ 9.36	0.14%
1182	Office Supplies		\$ 12,000	\$ 17,000	\$ 17,000	0.00%	\$ 3.79	0.05%
DEPARTMENTAL TOTAL								
		\$ 82,912	\$ 93,960	\$ 106,960	\$ 106,960	13.84%	\$ 23.84	0.34%
TOTAL GENERAL GOVERNMENT								
		\$ 1,362,076	\$ 1,652,260	\$ 1,721,607	\$ 1,721,607	4.20%	\$ 383.70	5.55%
LAND USE DEPARTMENTS								
CONSERVATION COMMISSION								
1200	Salary	\$ 59,006	\$ 60,766	\$ 62,331	\$ 62,331	2.58%	\$ 13.89	0.20%
1201	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1202	Expenses	\$ 6,334	\$ 8,200	\$ 7,950	\$ 7,950	-3.05%	\$ 1.77	0.03%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 65,339	\$ 68,966	\$ 70,281	\$ 70,281	1.91%	\$ 15.66	0.23%
PLANNING BOARD								
1210	Salaries	\$ 71,341	\$ 73,525	\$ 75,715	\$ 75,715	2.98%	\$ 16.87	0.24%
1211	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1212	Expenses	\$ 5,535	\$ 5,850	\$ 9,100	\$ 9,100	55.56%	\$ 2.03	0.03%
1213	M.R.P.C. Assessment	\$ 2,672	\$ 3,083	\$ 3,160	\$ 3,160	2.50%	\$ 0.70	0.01%
1214	Legal Budget	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 79,548	\$ 82,458	\$ 87,975	\$ 87,975	6.69%	\$ 19.60	0.28%

		FY 2012	FY 2013	FY 2014	FY 2014	PERCENT	FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ZONING BOARD OF APPEALS								
1220	Wages	\$ 18,840	\$ 18,848	\$ 20,102	\$ 20,102	6.65%	\$ 4.48	0.06%
1221	Expenses	\$ 561	\$ 1,100	\$ 1,100	\$ 1,100	0.00%	\$ 0.25	0.00%
DEPARTMENTAL TOTAL		\$ 19,401	\$ 19,948	\$ 21,202	\$ 21,202	6.29%	\$ 4.73	0.06%
HISTORIC DISTRICT COMMISSION								
1230	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
BUILDING INSPECTOR								
1240	Salaries	\$ 36,552	\$ 33,747	\$ 76,195	\$ 76,195	125.78%	\$ 16.98	0.25%
1241	Wages	\$ 57,519	\$ 62,041	\$ 64,507	\$ 64,507	3.97%	\$ 14.38	0.22%
1242	Expenses	\$ 6,205	\$ 7,900	\$ 7,900	\$ 7,900	0.00%	\$ 1.76	0.03%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 100,275	\$ 103,688	\$ 148,602	\$ 148,602	43.32%	\$ 33.12	0.50%
MECHANICAL INSPECTOR								
1250	Fee Salaries	\$ 21,768	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.46	0.06%
1251	Expenses	\$ 2,229	\$ 3,500	\$ 3,500	\$ 3,500	0.00%	\$ 0.78	0.01%
DEPARTMENTAL TOTAL		\$ 23,997	\$ 23,500	\$ 23,500	\$ 23,500	0.00%	\$ 5.24	0.07%

				FY 2014	FY 2014		FY 2014	FY 2014
		FY 2012	FY 2013	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
EARTH REMOVAL INSPECTOR								
1260	Stipend	\$ 1	\$ 1	\$ 1	\$ 1	0.00%	\$ -	0.00%
1261	Expenses	\$ 100	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
1262	Minor Capital		\$ -	\$ -	\$ -	0.00%		
DEPARTMENTAL TOTAL								
		\$ 101	\$ 101	\$ 101	\$ 101	0.00%	\$ 0.02	0.00%
BOARD OF HEALTH								
1270	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1271	Expenses	\$ 576	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.22	0.00%
1272	Nursing Services	\$ -	\$ 10,021	\$ 10,021	\$ 10,021	0.00%	\$ 2.24	0.03%
1273	Nashoba Health District	\$ 30,143	\$ 22,366	\$ 22,366	\$ 22,366	0.00%	\$ 4.98	0.07%
1274	Herbert Lipton MH	\$ -	\$ 6,500	\$ 6,500	\$ 6,500	0.00%	\$ 1.45	0.02%
1275	Eng/Consult/Landfill Monitoring	\$ 9,636	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.23	0.03%
DEPARTMENTAL TOTAL								
		\$ 40,355	\$ 49,887	\$ 49,887	\$ 49,887	0.00%	\$ 11.12	0.15%
SEALER OF WEIGHTS & MEASURES								
1280	Fee Salaries	\$ 3,000	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.56	0.01%
1281	Expenses	\$ 20	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
DEPARTMENTAL TOTAL								
		\$ 3,020	\$ 2,600	\$ 2,600	\$ 2,600	0.00%	\$ 0.58	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 332,037	\$ 351,148	\$ 404,148	\$ 404,148	15.09%	\$ 90.07	1.30%

				FY 2014	FY 2014		FY 2014	FY 2014
		FY 2012	FY 2013	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
PROTECTION OF PERSONS AND PROPERTY								
POLICE DEPARTMENT								
1300	Salaries	\$ 188,068	\$ 201,304	\$ 270,340	\$ 270,340	34.29%	\$ 60.25	0.87%
1301	Wages	\$ 1,294,589	\$ 1,310,003	\$ 1,318,025	\$ 1,318,025	0.61%	\$ 293.76	4.25%
1302	Expenses	\$ 153,852	\$ 140,520	\$ 151,171	\$ 151,171	7.58%	\$ 33.69	0.49%
1303	Lease or Purchase of Cruisers	\$ 3,900	\$ 4,000	\$ 3,900	\$ 3,900	-2.50%	\$ 0.87	0.01%
1304	PS Building (Expenses)	\$ 48,787	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1305	Minor Capital	\$ 12,147	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	\$ 3.34	0.05%
DEPARTMENTAL TOTAL		\$ 1,701,344	\$ 1,670,827	\$ 1,758,436	\$ 1,758,436	5.24%	\$ 391.91	5.67%
FIRE DEPARTMENT								
1310	Salaries	\$ 101,650	\$ 104,692	\$ 106,781	\$ 106,781	2.00%	\$ 23.80	0.34%
1311	Wages	\$ 496,566	\$ 548,291	\$ 566,843	\$ 566,843	3.38%	\$ 126.34	1.83%
1312	Expenses	\$ 150,948	\$ 117,805	\$ 119,809	\$ 119,809	1.70%	\$ 26.70	0.39%
DEPARTMENTAL TOTAL		\$ 749,164	\$ 770,788	\$ 793,433	\$ 793,433	2.94%	\$ 176.84	2.56%
GROTON WATER FIRE PROTECTION								
1320	West Groton Water District	\$ 750	\$ 750	\$ 750	\$ 750	0.00%	\$ 0.17	0.00%
1321	Groton Water Department	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.56	0.01%
DEPARTMENTAL TOTAL		\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	0.00%	\$ 0.73	0.01%
ANIMAL INSPECTOR								
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.46	0.01%
1331	Expenses	\$ 191	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
DEPARTMENTAL TOTAL		\$ 2,273	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.55	0.01%

LINE	DEPARTMENT/DESCRIPTION	FY 2012 ACTUAL	FY 2013 APPROPRIATED	FY 2014		PERCENT CHANGE	FY 2014	
				TOWN MANAGER BUDGET	FINCOM BUDGET		AVERAGE TAX BILL	PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER								
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.46	0.01%
1341	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
DEPARTMENTAL TOTAL		\$ 2,082	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.55	0.01%
EMERGENCY MANAGEMENT AGENCY								
1350	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1351	Expenses	\$ 2,321	\$ 4,500	\$ 13,000	\$ 13,000	188.89%	\$ 2.90	0.04%
1352	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 2,321	\$ 4,500	\$ 13,000	\$ 13,000	188.89%	\$ 2.90	0.04%
DOG OFFICER								
1360	Salary	\$ 13,973	\$ 13,973	\$ 13,973	\$ 13,973	0.00%	\$ 3.11	0.05%
1361	Expenses	\$ 5,206	\$ 4,800	\$ 4,800	\$ 4,800	0.00%	\$ 1.07	0.02%
DEPARTMENTAL TOTAL		\$ 19,179	\$ 18,773	\$ 18,773	\$ 18,773	0.00%	\$ 4.18	0.07%
POLICE & FIRE COMMUNICATIONS								
1370	Wages	\$ 234,924	\$ 320,194	\$ 369,815	\$ 369,815	15.50%	\$ 82.42	1.19%
1371	Expenses	\$ 15,000	\$ 11,650	\$ 13,225	\$ 13,225	13.52%	\$ 2.95	0.04%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 249,924	\$ 331,844	\$ 383,040	\$ 383,040	15.43%	\$ 85.37	1.23%
TOTAL PROTECTION OF PERSONS AND PROPERTY		\$ 2,729,537	\$ 2,804,946	\$ 2,974,896	\$ 2,974,896	6.06%	\$ 663.03	9.60%

		FY 2012	FY 2013	FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
REGIONAL SCHOOL DISTRICT BUDGETS								
NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL								
1400	Operating Expenses	\$ 460,799	\$ 449,967	\$ 468,592	\$ 468,592	4.14%	\$ 104.44	1.51%
DEPARTMENTAL TOTAL		\$ 460,799	\$ 449,967	\$ 468,592	\$ 468,592	4.14%	\$ 104.44	1.51%
GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT								
1410	Operating Expenses	\$ 15,754,296	\$ 14,725,819	\$ 15,118,999	\$ 15,118,999	2.67%	\$ 3,369.64	48.78%
1411	Debt Service, Excluded	\$ -	\$ 1,237,704	\$ 1,233,324	\$ 1,233,324	-0.35%	\$ 274.88	3.98%
1412	Debt Service, Unexcluded	\$ -	\$ -	\$ -	\$ -	-100.00%	\$ -	0.00%
1413	Out of District Placement	\$ 18,375	\$ 1	\$ 1	\$ 1	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 15,772,671	\$ 15,963,524	\$ 16,352,324	\$ 16,352,324	2.44%	\$ 3,644.52	52.76%
TOTAL SCHOOLS		\$ 16,233,470	\$ 16,413,491	\$ 16,820,916	\$ 16,820,916	2.48%	\$ 3,748.96	54.27%
DEPARTMENT OF PUBLIC WORKS								
HIGHWAY DEPARTMENT								
1500	Salaries	\$ 82,017	\$ 84,520	\$ 87,894	\$ 87,894	3.99%	\$ 19.59	0.28%
1501	Wages	\$ 585,369	\$ 615,111	\$ 640,030	\$ 640,030	4.05%	\$ 142.65	2.06%
1502	Expenses	\$ 147,812	\$ 140,300	\$ 140,300	\$ 140,300	0.00%	\$ 31.27	0.45%
1503	Highway Maintenance	\$ 88,985	\$ 89,000	\$ 89,000	\$ 89,000	0.00%	\$ 19.84	0.29%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 904,183	\$ 928,931	\$ 957,224	\$ 957,224	3.05%	\$ 213.35	3.08%

				FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	FY 2012 ACTUAL	FY 2013 APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
STREET LIGHTS								
1510	Expenses	\$ 17,800	\$ 24,000	\$ 24,000	\$ 24,000	0.00%	\$ 5.35	0.08%
DEPARTMENTAL TOTAL		\$ 17,800	\$ 24,000	\$ 24,000	\$ 24,000	0.00%	\$ 5.35	0.08%
SNOW AND ICE								
1520	Expenses	\$ 93,928	\$ 165,000	\$ 165,000	\$ 165,000	0.00%	\$ 36.77	0.53%
1521	Overtime	\$ 195,216	\$ 140,000	\$ 140,000	\$ 140,000	0.00%	\$ 31.20	0.45%
1522	Hired Equipment	\$ 50,850	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.80	0.11%
DEPARTMENTAL TOTAL		\$ 339,994	\$ 340,000	\$ 340,000	\$ 340,000	0.00%	\$ 75.77	1.09%
TREE WARDEN BUDGET								
1530	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1531	Expenses	\$ 2,985	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.67	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.33	0.00%
1533	Tree Work	\$ 16,356	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	\$ 3.34	0.05%
DEPARTMENTAL TOTAL		\$ 19,341	\$ 19,500	\$ 19,500	\$ 19,500	0.00%	\$ 4.34	0.06%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE								
1540	Wages	\$ 69,138	\$ 70,556	\$ 71,632	\$ 71,632	1.53%	\$ 15.96	0.23%
1541	Expenses	\$ 181,059	\$ 231,350	\$ 237,350	\$ 237,350	2.59%	\$ 52.90	0.77%
1542	Minor Capital	\$ 18,700	\$ 30,000	\$ 30,000	\$ 30,000	0.00%	\$ 6.69	0.10%
DEPARTMENTAL TOTAL		\$ 268,897	\$ 331,906	\$ 338,982	\$ 338,982	2.13%	\$ 75.55	1.10%

		FY 2012	FY 2013	FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
SOLID WASTE DISPOSAL								
1550	Wages	\$ 79,125	\$ 81,264	\$ 99,660	\$ 99,660	22.64%	\$ 22.21	0.32%
1551	Expenses	\$ 54,431	\$ 54,486	\$ 54,486	\$ 54,486	0.00%	\$ 12.14	0.18%
1552	Tipping Fees	\$ 131,996	\$ 135,000	\$ 135,000	\$ 135,000	0.00%	\$ 30.10	0.44%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.30	0.02%
1554	Minor Capital	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.23	0.03%
DEPARTMENTAL TOTAL								
		\$ 271,403	\$ 286,600	\$ 304,996	\$ 304,996	6.42%	\$ 67.98	0.99%
PARKS DEPARTMENT								
1560	Wages	\$ 1,040	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.56	0.01%
1561	Expenses	\$ 36,084	\$ 36,175	\$ 46,000	\$ 46,000	27.16%	\$ 10.25	0.15%
DEPARTMENTAL TOTAL								
		\$ 37,124	\$ 38,675	\$ 48,500	\$ 48,500	25.40%	\$ 10.81	0.16%
TOTAL DEPARTMENT OF PUBLIC WORKS		\$ 1,858,741	\$ 1,969,612	\$ 2,033,202	\$ 2,033,202	3.23%	\$ 453.15	6.56%
LIBRARY AND CITIZEN'S SERVICES								
COUNCIL ON AGING								
1600	Wages	\$ 96,824	\$ 105,941	\$ 110,269	\$ 110,269	4.09%	\$ 24.58	0.36%
1601	Expenses	\$ 6,994	\$ 7,313	\$ 5,454	\$ 5,454	-25.42%	\$ 1.22	0.02%
1602	Minor Capital		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 103,817	\$ 113,254	\$ 115,723	\$ 115,723	2.18%	\$ 25.80	0.38%

LINE	DEPARTMENT/DESCRIPTION	FY 2012	FY 2013	FY 2014	FY 2014	PERCENT	FY 2014	FY 2014
		ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
SENIOR CENTER VAN								
1610	Wages	\$ 23,894	\$ 30,186	\$ 37,371	\$ 37,371	23.80%	\$ 8.33	0.12%
1611	Expenses	\$ 6,086	\$ 7,013	\$ 8,166	\$ 8,166	16.44%	\$ 1.82	0.03%
DEPARTMENTAL TOTAL		\$ 29,980	\$ 37,199	\$ 45,537	\$ 45,537	22.41%	\$ 10.15	0.15%
VETERAN'S SERVICE OFFICER								
1620	Salary	\$ 3,484	\$ 3,485	\$ 3,485	\$ 3,485	0.00%	\$ 0.78	0.01%
1621	Expenses	\$ 284	\$ 700	\$ 900	\$ 900	28.57%	\$ 0.20	0.00%
1622	Veterans' Benefits	\$ 48,412	\$ 48,200	\$ 48,200	\$ 48,200	0.00%	\$ 10.74	0.16%
1623	Minor Capital					0.00%	\$ -	0.00%
DEPARTMENT TOTAL		\$ 52,180	\$ 52,385	\$ 52,585	\$ 52,585	0.38%	\$ 11.72	0.17%
GRAVES REGISTRATION								
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.00%	\$ 0.06	0.00%
1631	Expenses	\$ 660	\$ 660	\$ 660	\$ 660	0.00%	\$ 0.15	0.00%
DEPARTMENTAL TOTAL		\$ 910	\$ 910	\$ 910	\$ 910	0.00%	\$ 0.21	0.0%
CARE OF VETERAN GRAVES								
1640	Contract Expenses	\$ 1,000	\$ 1,625	\$ 1,625	\$ 1,625	0.00%	\$ 0.36	0.01%
DEPARTMENTAL TOTAL		\$ 1,000	\$ 1,625	\$ 1,625	\$ 1,625	0.00%	\$ 0.36	0.01%
OLD BURYING GROUND COMMITTEE								
1650	Expenses	\$ 1,099	\$ 700	\$ 700	\$ 700	0.00%	\$ 0.16	0.00%
DEPARTMENTAL TOTAL		\$ 1,099	\$ 700	\$ 700	\$ 700	0.00%	\$ 0.16	0.0%

		FY 2012	FY 2013	FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
LIBRARY								
1660	Salary	\$ 261,547	\$ 270,961	\$ 270,645	\$ 270,645	-0.12%	\$ 60.31	0.87%
1661	Wages	\$ 298,062	\$ 306,705	\$ 318,999	\$ 318,999	4.01%	\$ 71.10	1.04%
1662	Expenses	\$ 163,560	\$ 170,407	\$ 195,235	\$ 195,235	14.57%	\$ 43.51	0.63%
1663	Minor Capital	\$ -	\$ -	\$ 13,082	\$ 13,082	0.00%	\$ 2.92	0.04%
DEPARTMENTAL TOTAL		\$ 723,169	\$ 748,073	\$ 797,961	\$ 797,961	6.67%	\$ 177.84	2.58%
COMMEMORATIONS & CELEBRATIONS								
1670	Expenses	\$ 444	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 444	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
WATER SAFETY								
1680	Wages	\$ 1,643	\$ 2,640	\$ 2,640	\$ 2,640	0.00%	\$ 0.59	0.01%
1681	Expenses and Minor Capital	\$ 436	\$ 950	\$ 950	\$ 950	0.00%	\$ 0.21	0.00%
DEPARTMENTAL TOTAL		\$ 2,079	\$ 3,590	\$ 3,590	\$ 3,590	0.00%	\$ 0.80	0.01%
WEED MANAGEMENT								
1690	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 7,703	\$ 7,705	\$ 7,705	\$ 7,705	0.00%	\$ 1.72	0.02%
1692	Expenses: Great Lakes	\$ 3,635	\$ 2,385	\$ 2,385	\$ 2,385	0.00%	\$ 0.53	0.01%
DEPARTMENTAL TOTAL		\$ 11,338	\$ 10,090	\$ 10,090	\$ 10,090	0.00%	\$ 2.25	0.03%

LINE	DEPARTMENT/DESCRIPTION	FY 2012	FY 2013	FY 2014	FY 2014	PERCENT	FY 2014	FY 2014
		ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
GROTON COUNTRY CLUB								
1700	Salary	\$ 118,770	\$ 122,380	\$ 126,764	\$ 126,764	3.58%	\$ 28.25	0.41%
1701	Wages	\$ 137,944	\$ 155,425	\$ 156,400	\$ 156,400	0.63%	\$ 34.86	0.50%
1702	Expenses	\$ 306,772	\$ 294,565	\$ 261,836	\$ 261,836	-11.11%	\$ 58.35	0.84%
1703	Minor Capital	\$ 3,731	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.11	0.02%
<hr/>								
	DEPARTMENTAL TOTAL	\$ 567,217	\$ 577,370	\$ 550,000	\$ 550,000	-4.74%	\$ 122.57	1.77%
<hr/>								
	TOTAL LIBRARY AND CITIZEN SERVICES	\$ 1,493,235	\$ 1,545,696	\$ 1,579,221	\$ 1,579,221	2.17%	\$ 351.97	5.10%
	<u>DEBT SERVICE</u>							
<hr/>								
	DEBT SERVICE							
2000	Long Term Debt - Principal Excluded	\$ 626,646	\$ 664,500	\$ 651,100	\$ 651,100	-2.02%	\$ 145.11	2.10%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 73,464	\$ 73,268	\$ 73,268	0.00%	\$ 16.33	0.24%
2002	Long Term Debt - Interest - Excluded	\$ 229,156	\$ 188,313	\$ 165,348	\$ 165,348	-12.20%	\$ 36.85	0.53%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 18,119	\$ 15,303	\$ 15,303	0.00%	\$ 3.41	0.05%
2006	Short Term Debt - Principal - Town	\$ -	\$ 229,417	\$ 127,000	\$ 127,000	0.00%	\$ 28.31	0.41%
2007	Fire Station and Fitch's Bridge Debt	\$ -	\$ -	\$ 500,000	\$ 500,000	0.00%	\$ 111.44	1.61%
<hr/>								
	DEPARTMENTAL TOTAL	\$ 855,802	\$ 1,173,813	\$ 1,532,019	\$ 1,532,019	30.52%	\$ 341.45	4.94%
<hr/>								
	TOTAL DEBT SERVICE	\$ 855,802	\$ 1,173,813	\$ 1,532,019	\$ 1,532,019	30.52%	\$ 341.45	4.94%

				FY 2014	FY 2014		FY 2014	FY 2014
LINE	DEPARTMENT/DESCRIPTION	FY 2012 ACTUAL	FY 2013 APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	EMPLOYEE BENEFITS							
	EMPLOYEE BENEFITS							
	GENERAL BENEFITS							
3000	County Retirement	\$ 1,324,432	\$ 1,404,602	\$ 1,502,924	\$ 1,502,924	7.00%	\$ 334.96	4.85%
3001	State Retirement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
3002	Unemployment Compensation	\$ 45,267	\$ 40,000	\$ 40,000	\$ 40,000	0.00%	\$ 8.91	0.13%
	INSURANCE							
3010	Health Insurance/Employee Expenses	\$ 1,387,790	\$ 1,478,685	\$ 1,447,000	\$ 1,447,000	-2.14%	\$ 322.50	4.67%
3011	Life Insurance	\$ 2,138	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.56	0.01%
3012	Medicare/Social Security	\$ 93,518	\$ 88,000	\$ 100,000	\$ 100,000	13.64%	\$ 22.29	0.32%
	DEPARTMENTAL TOTAL	\$ 2,853,146	\$ 3,013,787	\$ 3,092,424	\$ 3,092,424	2.61%	\$ 689.22	9.98%
	TOTAL EMPLOYEE BENEFITS	\$ 2,853,146	\$ 3,013,787	\$ 3,092,424	\$ 3,092,424	2.61%	\$ 689.22	9.98%
	SUB TOTAL - TOWN BUDGET	\$ 27,718,043	\$ 28,924,753	\$ 30,158,433	\$ 30,158,433	4.27%	\$ 6,722	97.30%
	ADDITIONAL APPROPRIATIONS							
	ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 382,155	\$ 942,200	\$ 409,500	\$ 409,500	-56.54%	\$ 91.27	1.32%
	Overlay Deficit From Prior Years	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.22	0.00%
	Cherry Sheet Offsets	\$ 13,412	\$ 13,230	\$ 20,000	\$ 20,000	51.17%	\$ 4.46	0.06%
	Snow and Ice Deficit	\$ 105,964	\$ -	\$ 100,000	\$ 100,000	0.00%	\$ 22.29	0.32%
	State and County Charges	\$ 74,989	\$ 81,042	\$ 81,042	\$ 81,042	0.00%	\$ 18.06	0.26%
	Allowance for Abatements/Exemptions	\$ 220,731	\$ 225,000	\$ 225,000	\$ 225,000	0.00%	\$ 50.15	0.73%
	DEPARTMENTAL TOTAL	\$ 797,251	\$ 1,262,472	\$ 836,542	\$ 836,542	-33.74%	\$ 186.45	2.69%
	GRAND TOTAL - TOWN BUDGET	\$ 28,515,294	\$ 30,187,225	\$ 30,994,975	\$ 30,994,975	2.68%	\$ 6,908	100%

FY 2014 ENTERPRISE FUND BUDGETS							
LINE	DEPARTMENT/DESCRIPTION	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 APPROPRIATED	FY 2014 DEPARTMENT REQUEST	FY 2014 TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT							
	WD Salaries	\$ 138,524	\$ 124,776	\$ 127,947	\$ 128,932	\$ 128,932	0.77%
	WD Wages	\$ 138,035	\$ 132,587	\$ 118,401	\$ 129,541	\$ 129,541	9.41%
	WD Expenses	\$ 356,601	\$ 411,634	\$ 362,448	\$ 384,689	\$ 384,689	6.14%
	WD Debt Service	\$ 399,344	\$ 362,349	\$ 361,890	\$ 361,606	\$ 361,606	-0.08%
100	DEPARTMENTAL TOTAL	\$ 1,032,504	\$ 1,031,346	\$ 970,686	\$ 1,004,768	\$ 1,004,768	3.51%
SEWER DEPARTMENT							
	Sewer Wages	\$ 16,550	\$ 19,206	\$ 19,543	\$ 20,882	\$ 20,882	6.85%
	Sewer Expense	\$ 479,431	\$ 588,554	\$ 616,072	\$ 770,305	\$ 770,305	25.03%
	Sewer Debt Service	\$ 152,231	\$ 119,603	\$ 45,501	\$ 40,065	\$ 40,065	-11.95%
	Pepperell SRF Reserve Account	\$ 16,115	\$ 1,730	\$ -	\$ 5,435	\$ 5,435	0.00%
	Deferred Debt Repayment to G/F	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
200	DEPARTMENTAL TOTAL	\$ 664,327	\$ 729,093	\$ 681,116	\$ 836,687	\$ 836,687	22.84%
TOTAL ENTERPRISE FUNDS		\$ 1,696,831	\$ 1,760,439	\$ 1,651,802	\$ 1,841,455	\$ 1,841,455	11.48%

FY 2014 General Fund Debt Service								
Long Term Bonds								
		Amount	Amount		Bond	Bond	0	Excluded
		Borrowed	Outstanding	Excluded?	Principal	Interest	Total	Amount
Issued 7/1999 (ReFi 11/2010)								
*	Senior Center	160,000	34,070	Y	8,780	1,057	9,837	9,837
	Library 1 Renovations	1,831,464	468,590	Y	102,080	15,226	117,306	117,306
	Library 2 Renovations	364,000	94,410	Y	19,740	3,089	22,829	22,829
	Town Hall	2,500,000	637,930	Y	139,400	20,727	160,127	160,127
Issued 7/2001 (Refi 7/2011)								
	Shattuck Property	500,000	152,490	N	27,360	6,776	34,136	
	Bernier-Bissell Property	850,000	308,920	Y	46,420	11,557	57,977	57,977
	Bissell Property	1,075,000	387,590	Y	58,880	14,534	73,414	73,414
	Norris Property	750,000	273,340	Y	40,800	10,275	51,075	51,075
Issued 11/2003								
*	Town Share Proj Eval R	225,628	139,747	N	10,908	3,784	14,693	
	Gibbett Hill Restriction	3,000,000	1,560,000	Y	160,000	59,970	219,970	219,970
	Lost Lake Fire Station	1,450,000	750,000	Y	75,000	28,913	103,913	103,913
	Fire Truck	485,000	140,000	N	35,000	4,743	39,743	
Adjustments								
								0
								0
	Total All Long Term Debt	13,191,092	4,947,087		724,368	180,651	905,019	816,448
Short Term Debt								
		Amount	Amount		Bond	Bond	0	Excluded
		Borrowed	Outstanding	Excluded?	Principal	Interest	Total	Amount
Issued 11/2010								
	Lost Lake W. Groton Sew	350,000	230,000	N	125,000	2,000	127,000	
	Central Fire Station Debt	7,734,589	7,734,589	N	500,000	0	500,000	ESTIMATED
	Total All Short Term Debt	8,084,589	7,964,589		625,000	2,000	627,000	
	TOTAL ALL DEBT :	21,275,681	12,911,676		1,349,368	182,651	1,532,019	816,448

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2014 (Effective July 1, 2013)				
Grade	Position Title	Low				High
4	Salary					
		33,857				41,901
	Wages					
	Park Department Office Assistant	16.28				20.14
5	Salary					
		35,790				44,299
	Wages					
	Town Manager Office Assistant	17.21				21.30
7	Salary					
		42,366				52,421
	Wages					
	Administrative Assistant to Police Chief	20.37				25.20
8	Salary					
	Cable TV Access Programming Director	46,981				58,171
	Wages					
		22.59				27.97
9	Salary					
	Executive Assistant to Town Manager	48,114				59,537
	Wages					
	Firefighter/EMT	23.13				28.62
10	Salary					
	Golf Course Superintendent					
	Council on Aging Director					
		55,180				68,279
	Wages					
	Fire/EMS Manager	26.53				32.83
11	Salary					
	Human Resources Director	59,280				73,359
	Wages					
		28.50				35.27
12	Salary					
		59,460				73,616
	Wages					
		28.59				35.39

		APPENDIX B		FACTOR:	1.0200
		Town of Groton Personnel By-Law			
		Wage and Classification Schedule			
		Fiscal Year 2014 (Effective July 1, 2013)			
Grade	Position Title	Low			High
13	Salary				
	Library Director	61,059			75,550
	Town Accountant				
	Wages				
		29.36			36.32
14	Salary				
	Building Inspector/Zoning Officer	61,574			76,195
	Treasurer/Tax Collector				
	Water Department Superintendent				
	Land Use Director/Town Planner				
	Principal Assessor				
	Wages				
		29.60			36.63
15	Salary				
	Police Lieutenant	64,927			80,345
	Wages				
		31.21			38.63
16	Salary				
	Police Captain	67,274			83,259
	General Manager of Pool & Golf Center				
	Wages				
		32.34			40.03
17	Salary				
	Director of Public Works	75,369			93,238
	IT Manager				
	Wages				
		36.24			44.83
18	Salary				
	Fire Chief	81,506			100,871
	Police Chief				
	Wages				
		39.19			48.50
19	Salary				
		83,647			103,500
	Wages				
		40.21			49.76
20	Salary				
		89,690			110,307
	Wages				
		43.12			53.03

APPENDIX B				
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS				
NON-STEP AND STIPEND POSITIONS				
FIRE/EMS DEPARTMENT			Pool and Golf Center Seasonal Employees	
Deputy Chief: Fire	23.40		Pro Shop Staff	8.50 - 10.00
Deputy Chief: EMS	23.00		Snack Bar/Lounge Staff	8.00 - 10.00
Rescue Advisory	1.00			
Call Captain: Fire	22.64		Pool Staff	8.00 - 9.75
Call Captain: EMS	22.64		Lifeguards	
Call Lieutenant: Fire	22.19			
Call Lieutenant: EMS	22.19		Camp Staff	8.00 - 10.25
Call Lieutenant: Rescue	22.19		Counselors	15.00
Call Firefighter	19.41		Assistant Director	
Call Emergency Medical Technician	19.41			
Call Rescue Personnel	19.41		Buildings & Grounds	10.00 - 25.00
Probationary Firefighter	16.16		Grounds Crew Staff	
Probationary Emergency Medical Technician	16.16			
Probationary Rescue Personnel	16.16			
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: Precinct Clerk	Minimum Wage			
Election Worker: Inspectors (Checker)	Minimum Wage			

**TOWN OF GROTON
COMMITTEE INTEREST FORM**

Town Government needs citizens who are willing to give time in the service of their community. If you are interested in serving, on a voluntary basis, on boards and committees within the Town, please complete this form and return to:

**TOWN OF GROTON
Board of Selectmen
173 MAIN STREET
GROTON, MA 01450-1237**

Date: _____

Name _____
 First M.I. Last

Address _____

Mailing Address (if different) _____

Circle One GROTON, 01450 WEST GROTON, 01472

Telephone No. (home) _____ (cell) _____

Preferred e-mail Address _____

Occupation _____

Background _____

Town activities/issues, which interest you:

Specific committees or positions in which you are interested:

Department Name	Vacancies
Affordable Housing Task Force	2
Archives Committee	4
Military Covenant Task Force	2
North Middlesex Area Emergency Planning Committee	1
Scholarship Committee	1
Sustainability Commission	2
Weed Harvester Committee	1
Zoning Board of Appeals, Alternate	1
Other:	