


# Town of Groton

## 2015 Spring

### Town Meeting

### Packet



*April 27, 2015*



**SPRING TOWN MEETING  
MOTIONS  
APRIL 27, 2015**

**ARTICLE 1: HEAR REPORTS**

**Mover: Joshua Degen**

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

**Quantum of Town Meeting Vote: Majority**

**Scheduled to Give Reports:**      **Municipal Building Committee for Prescott School  
Electronic Voting Study Committee**

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**ARTICLE 2: ELECTED OFFICIALS' COMPENSATION**

**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	\$ 74,544
Board of Selectmen, Chairman	\$ 910	Town Moderator	\$ 65
Board of Assessors, Chairman	\$ 910	Assessor (two)	\$ 760

for the ensuing year.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to amend and adopt for Fiscal Year 2016 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2015 Spring Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 4: TOWN MANAGER'S CONTRACT RENEWAL      Mover: Robert Flynn**

**MOTION:** I move that the Town vote to adopt a resolution requesting the Board of Selectmen to not renew the contract of the Town Manager which expires June 30, 2016.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 5: OPEB LIABILITY TRUST FUND      Mover: John Petropoulos**

**MOTION:** I move that the Town vote to accept the provisions of Chapter 32B, §20 of the General Laws to establish a separate trust fund, to be known as the Other Post-Employment Benefits Liability Trust Fund.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 6: APPROPRIATE FUNDING FOR OPEB TRUST      Mover: John Petropoulos**

**MOTION:** I move that the Town vote to transfer the sum of \$200,000 from Line Item 3010 "Health Insurance/Employee Expenses" of the Fiscal Year 2016 Town Operating Budget to be adopted under Article 8 of the 2015 Spring Town Meeting, to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 7: ENTERPRISE FUND FOR LOCAL CABLE      Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 44, §53F½, to create an Enterprise Fund for the operation of the Local Access Cable Department.

**Quantum of Town Meeting Vote: Majority**

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## **ARTICLE 8: FY 2016 ANNUAL OPERATING BUDGET**

### **MOTION 1: GENERAL GOVERNMENT**

**Mover: Gary Green**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,926,434 for General Government as represented by lines 1000 through 1182 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

### **MOTION 2: LAND USE DEPARTMENTS**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$422,912 for Land Use Departments as represented by lines 1200 through 1281 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

### **MOTION 3: PROTECTION OF PERSONS & PROPERTY**

**Mover: Robert Hargraves**

**MOTION:** I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$200,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$3,361,983 for a total of \$3,561,983 for Protection of Persons and Property as represented by lines 1300 through 1372 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

### **MOTION 4: SCHOOLS**

**Mover: Bud Robertson**

#### **a.) Nashoba Valley Regional Technical High School**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$596,609 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

**Quantum of Town Meeting Vote: Majority**

#### **b.) Groton Dunstable Regional School District**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$18,266,196 for the Groton Dunstable Regional School District as represented by Lines 1410 through 1413 in the Budget.

**Quantum of Town Meeting Vote: Majority**

**MOTION 5: DEPARTMENT OF PUBLIC WORKS**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$2,094,007 for the Department of Public Works as represented by lines 1500 through 1561 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 6: LIBRARY AND CITIZEN'S SERVICES**

**Mover: Barry Pease**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,539,710 for Library and Citizen's Services as represented by lines 1600 through 1703 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 7: DEBT SERVICE**

**Mover: Gary Green**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,383,590 for Debt Service as represented by lines 2000 through 2007 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 8: EMPLOYEE BENEFITS**

**Mover: Bud Robertson**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$3,507,389 for Employee Benefits as represented by lines 3000 through 3012 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**MOTION 9: WATER ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to appropriate from Water Rates and Fees the sum of \$997,545 to the Water Enterprise Fund for FY 2016 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**MOTION 10: SEWER ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$48,459 and to appropriate from Sewer Rates and Fees the sum of \$613,695 for a total of \$662,154 to the Sewer Enterprise Fund for FY 2016 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**MOTION 11: LOCAL ACCESS CABLE ENTERPRISE**

**Mover: David Manugian**

**MOTION:** I move that the Town vote to appropriate from Local Access Cable Fees the sum of \$265,458 to the Local Access Cable Enterprise Fund for FY 2016 to defray all operating expenses and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**MOTION 12: ELECTRIC LIGHT**

**Mover: David Manugian**

**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 2016 for the Groton Electric Light Department; the whole to be expended by the Manager of that department under the direction and control of the Board of Electric Light Commissioners for the expenses of the ensuing fiscal year as defined in Section 57 of Chapter 164 of the General Laws of the Commonwealth. The total fund to be appropriated is -0-.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 9: FISCAL YEAR 2016 CAPITAL BUDGET****Mover: Joshua Degen**

**MOTION:** I move that the Town vote to transfer the sum of \$404,145 from the Capital Stabilization Fund; transfer the sum of \$96,900 from Emergency Medical Services Receipts Reserved; transfer the sum of \$60,000 from the Excess and Deficiency Fund (Free Cash); transfer the sum of \$50,000 – an unexpended portion of the appropriation voted under Article 6 of the 2014 Spring Town Meeting “Fiscal Year 2015 Capital Budget; and transfer the sum of \$165,000 – an unexpended portion of the appropriation voted under Article 1 of the January 26, 2013 Special Town Meeting; for a total of \$776,045, to be expended by the Town Manager, for the following capital items:

<b><u>Item</u></b>	<b><u>Amount</u></b>	<b><u>Department</u></b>
Swap Loader	\$105,000	Fire/EMS
Fire Chief's Vehicle	\$ 46,900	Fire/EMS
Dump Truck	\$180,000	Highway Department
IT Infrastructure	\$ 50,000	Town Facilities
HVAC Upgrade – Town Hall	\$ 90,000	Town Facilities
Building Security	\$ 30,000	Town Facilities
Bobcat/Utility Loader	\$ 35,000	Transfer Station
Carpet Replacement	\$ 22,645	Library
Field Improvements	\$ 45,000	Park
Playground Improvements	\$ 50,000	Park
Police Cruisers	\$ 85,000	Police Department
Rough Mower	\$ 10,000	Groton Country Club
Golf Carts	\$ 20,000	Groton Country Club
Boom Sprayer Unit	<u>\$ 6,500</u>	Groton Country Club
 Total	 \$776,045	

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

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**ARTICLE 10: JOINT RADIO PROJECT****Mover: John Petropoulos**

**MOTION:** I move that the Town vote to appropriate \$650,000, to be expended by the Town Manager, to purchase, equip, replace and upgrade all radio systems utilized by the Public Safety Departments of the Town of Groton, including the Police, Fire, Highway and Water Departments, and for all costs associated and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow the sum of \$650,000 under and pursuant to Chapter 44, Section 7(9) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, and that the Town Manager is authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriate funds and any funds received from The Commonwealth of Massachusetts or other sources for such project.

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

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**ARTICLE 11: LOST LAKE FIRE PROTECTION****Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to appropriate \$1,837,000, to be expended by the Town Manager, to construct water main extensions on Lost Lake Drive, Pine Trail, Boston Road, Lakeside Drive and Summit Drive, two (2) 50,000 gallon underground fire cisterns and one (1) "dry" fire hydrant for Fire Protection Purposes in the Lost Lake Area of Groton, and all costs associated and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow the sum of \$1,837,000 under and pursuant to Chapter 44, Section 7(34) and 8(7) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, and that the Town Manager is authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriate funds and any funds received from The Commonwealth of Massachusetts or other sources for such project.

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

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**ARTICLE 12: FOUR CORNERS SEWER DISTRICT****Mover: Anna Eliot**

**MOTION:** I move that the Town vote to establish a new sewer service area in the Town of Groton to be known as the "Four Corners Sewer District" under the provisions of Chapter 83 of the Massachusetts General Laws, for the purpose of providing a system of sewerage to serve business and commercial properties in the so-called Four Corners portion of the Town, said service area to be subject to the provisions of Chapter 190, Sewers, of the Code of the Town of Groton and subject to expansion by a vote of Town Meeting, as set forth in Article 12 of the warrant for this Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 13: DESIGN & CONSTRUCTION****Mover: Anna Eliot**

**MOTION:** I move that the Town vote to appropriate \$3,000,000, to be expended by the Town Manager in Fiscal Year 2015 or later, for the design and construction of the Sewer System for the Four Corners Sewer District; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow the sum of \$3,000,000 under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, and that the Town Manager is authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriate funds and any funds received from The Commonwealth of Massachusetts or other sources for such project; and, further, to authorize the Board of Selectmen and/or the Board of Sewer Commissioners to assess betterments upon the properties benefitted thereby for the cost of the System; and to authorize the Board of Selectmen to apply for a MassWorks Development Grant for such project; provided, that no funds may be expended hereunder for construction purposes unless and until the Town has received a MassWorks Development Grant for at least the entire cost of construction for the project.

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

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**ARTICLE 14: AUTHORIZE INTER-MUNICIPAL AGREEMENT** **Mover: Anna Eliot**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to enter into an inter-municipal agreement with the Town of Ayer for the discharge of Groton wastewater to the Ayer Sewer Collection System for treatment.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 15: ESTABLISH FOUR CORNERS AS AN E.O.A.      Mover: Anna Eliot**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to submit to the Massachusetts Economic Assistance Coordinating Council an Application for Designation of Economic Opportunity Area(s) to designate the Four Corners Business District area as an Economic Opportunity Area, said Area to be comprised of the following parcels as shown on the Groton Assessors' Maps: 102-1, 120-3, 133-1, 133-10, 133-11, 133-54 and 133-55.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 16: GDRSD – CREATE STABILIZATION FUND      Mover: Alison Manugian**

**MOTION:** I move that the Town vote to approve the Groton-Dunstable Regional School District Committee vote on February 11, 2015 to a) establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law, and b) to set up an operational line item for the transfer of available monies into said Stabilization Fund.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 17: ADDITIONAL PARKING ON MAIN STREET      Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$100,000 from the Board of Selectmen's Gift Fund, to be expended by the Town Manager in Fiscal Year 2015 or later, to construct a municipal parking lot on land located at 167 Main Street and shown on Assessors' Map 113 as Parcel 48, which premises are described in a deed recorded with the South Middlesex Registry of Deeds in Book 12634, Page 361 and owned by Bank of America, and on land located at 163 Main Street and shown on Assessors' Map 113 as Parcel 47, which premises are described in a deed recorded in Book 13572, Page 703 and owned by Shames Realty Trust, and all costs associated and related thereto; and, further, to authorize the Board of Selectmen to obtain easements by gift, purchase, or eminent domain, and/or enter into a lease (for up to 99 years) for the use of said property for municipal parking lot purposes.

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

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**ARTICLE 18: LOT ON STATION AVENUE FOR PARKING      Mover: Joshua Degen**

**MOTION A:** I move that the Town vote to approve Article 18 as printed in the Warrant for the 2015 Spring Town Meeting.

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

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 19: CURRENT YEAR LINE ITEM TRANSFERS****Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer sums of money within the Fiscal Year 2015 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 \$182,110.

**Quantum of Town Meeting Vote: Majority****Transfer funds from:**

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1090 – Human Resources – Salary	\$ 2,500
1370 – Police & Fire Communications – Wages	\$ 84,000
1501 – Highway Department – Wages	\$ 16,000
1550 – Solid Waste Disposal – Wages	\$ 8,000
1661 – Library – Wages	\$ 1,610
1701 – Country Club – Wages	\$ 32,000
3000 – County Retirement	\$ 30,000
3010 – Health Insurance	<u>\$ 8,000</u>
Total	\$182,110

**Transfer funds to:**

<u>Line Item</u>	<u>Amount Transferred To</u>
1080 – Town Counsel – Expenses	\$ 62,000
1091 – Human Resources – Expenses	\$ 2,500
1101 – Information Technology – Wages	\$ 5,000
1251 – Mechanical Inspector – Expenses	\$ 1,000
1280 – Sealer Weights & Measures – Fee Salaries	\$ 1,000
1502 – Highway Department – Expenses	\$ 34,000
1660 – Library – Salary	\$ 1,610
1681 – Water Safety – Expenses and Minor Capital	\$ 8,000
1700 – Country Club – Salary	\$ 16,000
1702 – Country Club – Expenses	\$ 46,000
3012 – Employee Benefits – Medicare/Social Security	<u>\$ 5,000</u>
Total	\$182,110

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**ARTICLE 20: OFFSET SNOW AND ICE DEFICIT**

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer the sum of \$175,000 from Overlay Surplus, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2015 Snow and Ice Budget, as approved under Article 5 of the 2014 Spring Town Meeting.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 21: TRANSFER - WATER ENTERPRISE FUND**

**Mover: James Gmeiner**

**MOTION:** I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$100,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2015 Water Department Budget.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 22: TRANSFER - SEWER ENTERPRISE FUND**

**Mover: Thomas Orcutt**

**MOTION:** I move that the Town vote to transfer the sum of \$100,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2015 Sewer Enterprise Department budget.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 23: PRIOR YEAR BILLS**

**Mover: John Petropoulos**

**MOTION:** I move that the Town vote to transfer the sum of \$714.92 from the Excess and Deficiency Fund (Free Cash) to pay the following unpaid bill from a prior fiscal year:

Griffin Auto Service & Restoration	\$714.92
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**Quantum of Town Meeting Vote: 4/5's Majority**

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**ARTICLE 24: REPLACE VOTING MACHINES**

**Mover: Michael Bouchard**

**MOTION:** I move that the Town vote to transfer the sum of \$22,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager in Fiscal Year 2015, for the purpose of replacing the voting tabulators used by the Town to tabulate votes during all elections, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

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**MOTION:** I move that the Town vote to transfer the sum of \$1,696.88 from the Excess and Deficiency Fund (Free Cash) to offset a deficit balance for the Fiscal Year 2013 Training and EMD Grant, and, further, to transfer the sum of \$187.28 from the Excess and Deficiency Fund (Free Cash) to offset a deficit balance for the Fiscal Year 2013 911 Support and Incentive Grant.

## ARTICLE 26: TRANSFER FUNDS TO LLWC

**Mover: Arthur Prest**

**MOTION:** I move that the Town vote to transfer the sum of \$17,639.21, the unexpended balance of the appropriation voted under Article 16 of the 2011 Fall Town Meeting, to be expended by the Town Manager in Fiscal Year 2015, for use by the Lost Lake Watershed Advisory Committee for engineering or other related purposes to carry out the Charge of the Committee approved by the Board of Selectmen.

## ARTICLE 27: REZONE PARCEL 102-44

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to amend the Zoning Map established under Chapter 218 of the Code of the Town of Groton to rezone from Public Use (P) to Residential-Agricultural (R-A) a parcel of land located at 73 Pepperell Road consisting of approximately 1.44 acres, and shown on Assessors' Map 102 as Parcel 44.

## ARTICLE 28: SALE OR LEASE OF TARBELL SCHOOL

**Mover: Joshua Degen**

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

2015 Spring Town Meeting Packet

## **ARTICLE 29: CPC FUNDING ACCOUNTS**

**Mover: Bruce Easom**

**MOTION:** I move that the Town vote to appropriate and allocate the following sums from the Community Preservation Fund to the following sub accounts:

CPC Operating Expenses:	\$ 7,500
Open Space Reserve:	\$ 67,750
Historic Resource Reserve:	\$ 67,750
Community Housing Reserve:	\$ 67,750
Unallocated Reserve:	\$466,750

**Quantum of Town Meeting Vote: Majority**

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## **ARTICLE 30: CPC FUNDING RECOMMENDATIONS**

### **MOTION 1: Accessible Trail Project**

**Mover: Dan Emerson**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$24,932 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2016-01 "Accessible Trail Project".

**Quantum of Town Meeting Vote: Majority**

### **MOTION 2: Conservation Fund**

**Mover: Bruce Easom**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$200,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2016-02 "Conservation Land Fund".

**Quantum of Town Meeting Vote: Majority**

### **MOTION 3: Rehab a Portion of Old Meetinghouse**

**Mover: Gineane Haberlin**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$203,333 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2016-03 "Rehab a Portion of Old Meetinghouse".

**Quantum of Town Meeting Vote: Majority**

### **MOTION 4: Repair to Town Basketball Courts**

**Mover: Matt Frary**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$109,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2016-04 "Repair to Town Basketball Courts".

**Quantum of Town Meeting Vote: Majority**

**MOTION 5: ADA Compliant Park and Open Space Study Mover: Bruce Easom**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$6,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2016-05 "ADA Compliant Park and Open Space Study".

**Quantum of Town Meeting Vote: Majority**

**MOTION 6: Affordable Housing Coordinator Mover: Russ Burke**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$49,509 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2016-06 "Affordable Housing Coordinator".

**Quantum of Town Meeting Vote: Majority**

**MOTION 7: Mile Stone Engraving Mover: Bob DeGroot**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$17,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2016-07 "Mile Stone Engraving".

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 31: AMEND CHAPTER 218-25 - ZONING CODE Mover: George Barringer**

**MOTION:** I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows:

Amend Section 218-25 Site Plan Review by deleting Section 218-25 in its entirety and inserting in its place a new Section 218-25, Site Plan Review, a copy of which is on file in the Office of the Town Clerk.

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

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**ARTICLE 32: AMEND CHAPTER 218, ZONING CODE Mover: George Barringer**

**MOTION:** I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows:

Amend Section 218-33C Temporary Permits by deleting Section 218-33C in its entirety, and by inserting a new Section 218-16 Accessory Use, subsection E Temporary Permits, a copy of which is on file in the Office of the Town Clerk;

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

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**ARTICLE 33: REZONE 152-158 BOSTON ROAD**

**Mover: Peter Norton**

**MOTION:** I move that the Town vote to amend the Town of Groton's Zoning Map to rezone from G-B (General Business) to R-B (Residential Business) certain premises located at 152-158 Boston Road owned by Peter W. Norton, consisting of approximately 30,654 square feet, which premises is described in a deed recorded with the Middlesex South Registry of Deeds in Book 21298, Page 3, being shown as Parcel 5 on Assessors' Map 222.

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

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**ARTICLE 34: ACCEPT M.G.L. CHAPTER 53, SECTION 18B**

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 53, §18B, regarding information for local Ballot Questions, a copy of which is on file in the Office of the Town Clerk.

**Quantum of Town Meeting Vote: Majority**

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**ARTICLE 35: HOME RECYCLING REVOLVING FUND**

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to authorize the Home Recycling Revolving Fund, in accordance with Massachusetts General Laws, Chapter 44, §53E½, to be expended under the direction of the DPW Director, in order to place anticipated revenues collected from the sale of recycling equipment as well as monies received through related State grants, which shall be used to purchase additional recycling equipment, advertise the availability of such items, or undertake recycling related activities, and to establish the limit on expenditures from said account for Fiscal Year 2016 at \$10,000.

**Quantum of Town Meeting Vote: Majority**

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**CONSENT AGENDA: ARTICLES 36, 37, 38, 39, 40 and 41**

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to combine for consideration Articles 36, 37, 38, 39, 40 and 41 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles without debate and in accordance with the action proposed under each, and that, with respect to Article 37, the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of \$80,000 from the Community Preservation Fund Open Space Reserve and the sum of \$402,850 from the Community Preservation Fund Unallocated Reserve for a total of \$482,850 to fund the Surrenden Farm debt service for Fiscal Year 2016; provided, however, that if any voter, prior to the taking of the vote, requests the right to debate a specific article, then said article shall be removed from this motion and acted upon in the ordinary course of business.

**Quantum of Town Meeting Vote: Majority**

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## **Moderator Introducing Consent Agenda to Save Time at Town Meeting**

In order to save time at Town Meeting, the moderator will use a procedure known as a consent agenda. It is the bundling of non-controversial articles into a single motion to be voted on by Town Meeting. Routinely used in other towns, the consent agenda can save time by not requiring a main motion, a second, an explanation and a vote on every routine article to which there is no objection or question.

### **What Articles Are Included**

The consent agenda will generally consist of regular housekeeping articles unanimously supported by the Board of Selectmen and Finance Committee. Articles that change by-laws, introduce new spending or require more than a majority vote are ineligible.

In this warrant, Articles 30 to 35 have been identified by the moderator as being appropriate for the consent agenda. At Town Meeting, voters will receive a handout with the final consent agenda, as changes are possible between the time of this writing and April 28.

### **How Consent Agendas Work**

When the meeting reaches the first article to be included in the consent agenda, the moderator will explain the process. The moderator will read the title of every article included in the consent agenda. He will pause after each article to allow any voter who has a question on the article to loudly state, "hold."

The held article will be set aside for individual consideration apart from the consent agenda. The voter who holds an article will be asked to identify him- or herself to the moderator so that he or she may be called upon later to address the article.

After the meeting agrees on which articles to include in the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every article included in the consent agenda will either pass or fail depending on the majority vote.

The articles held from the consent agenda will then be taken up individually in the order in which they appear in the warrant.

### **What Voters Need To Do**

Town Meeting voters should review in advance the articles in the consent agenda and note whether there are any they wish to "hold." A voter can then state "hold" when the moderator calls the article number and title to remove it from the consent agenda.

*Any voter with questions about Town Meeting procedure may call Town Moderator Jason Kauppi at (978) 448-6421 or email him at [jasonkauppi@gmail.com](mailto:jasonkauppi@gmail.com).*

# JOIN the Conversation - a VISION for PRESCOTT SCHOOL.



## Saturday, May 2nd

**9am - Tours & Information**

**10 am - Public Meeting**

*Refreshments will be served*

### **Decide the future of this historic building!**

Prescott Municipal Building Committee - [www.townofgroton.org](http://www.townofgroton.org)

## Facts about Prescott School

- The parcel was donated to the Town of Groton for educational use in the 1870s by Andrew Robbins.
- Since construction, the building has been in continuous use for educational purposes. It has served as a High School, Middle School and Elementary School in addition to the Central Offices for Groton Dunstable. It once housed both the Groton Community Preschool and the Merrimack Special Education Collaborative.
- The original structure sustained fire damage and was re-built in 1927.
- Prescott School is solid brick construction, and the windows, roof and boiler have all been replaced within the past ten years
- Prescott School is listed on both the Massachusetts and National Registers of Historic Places.
- The Groton-Dunstable Regional School District would like to maintain administrative offices at the Prescott School.

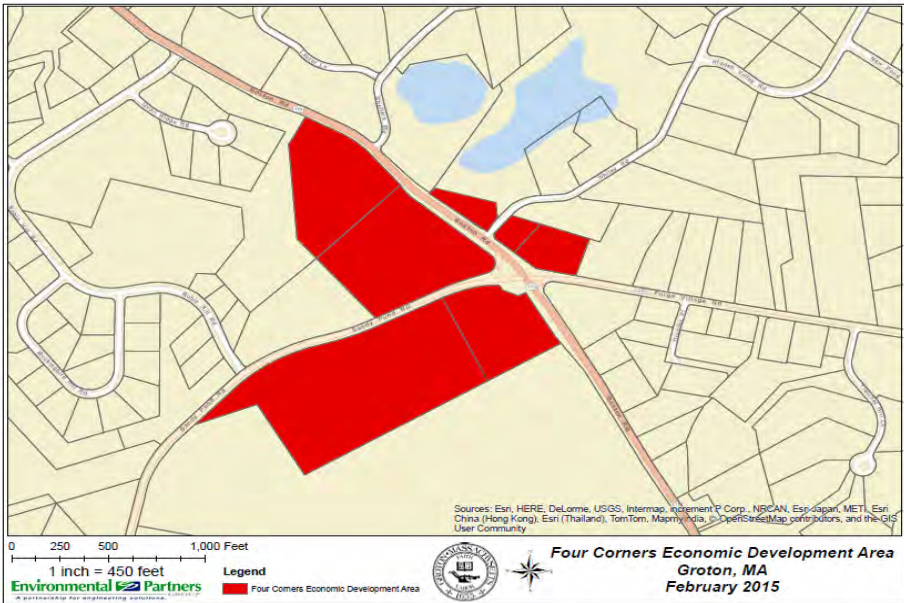
Please share your thoughts on the future use of this building  
via email to [prescott@townofgroton.org](mailto:prescott@townofgroton.org)  
or with any member of the Municipal Building Committee.

Prescott Municipal Building Committee - [www.townofgroton.org](http://www.townofgroton.org)

# Proposed 4 Corners Sewer Project



# Proposed 4 Corners Sewer District



## FOUR CORNERS CURRENTLY

### CURRENT FOUR CORNERS BUSINESS DISTRICT

<u>Map/Parcel</u>	<u>Address</u>	<u>Owner</u>	<u>Value</u>	<u>Taxes</u>	<u>Acreage</u>
120-3	760 Boston Road	Long Pond Realty, LLC	\$ 5,407,200	\$ 98,789	6.43
133-55	768 Boston Road	Long Pond Realty, LLC	\$ 952,700	\$ 17,406	8.73
133-1	765 Boston Road	Pond Side, LLC	\$ 516,300	\$ 9,432	1.87
120-1	Off Boston Road	New England Power Company	\$ 290,100	\$ 5,300	16
133-54	788 Boston Road	Nam Hang, LLC	\$ 268,300	\$ 4,902	4.44
133-10	777 Boston Road	Rita M. Roux	\$ 385,800	\$ 7,048	11.6
133-11	1 Forge Village Road	Samantha Realty, LLC	\$ 2,078,100	\$ 37,966	0.6
<b>FY 2015 TAXES RECEIVED</b>				<b>\$ 180,843</b>	

## POTENTIAL TAX REVENUE IF DEVELOPED

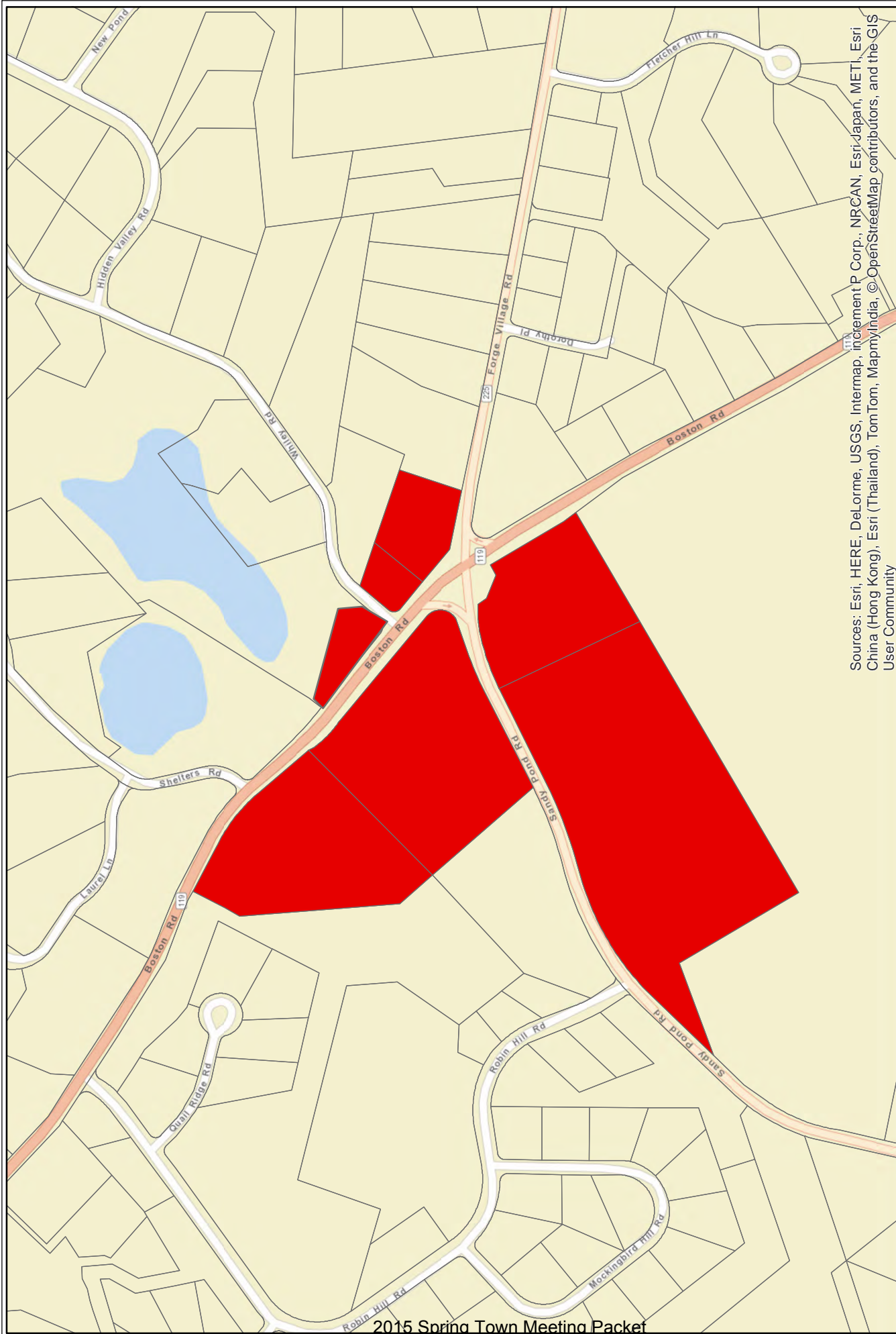
### POTENTIAL TAX REVENUE IF COMPLETELY BUILT OUT

<u>Map/Parcel</u>	<u>Address</u>	<u>Built/Proposed</u>	<u>Square Footage</u>	<u>Potential Building Value</u>	<u>Anticipated Tax Revenue</u>
120-3/	760 Boston Road/	Retail A - Approved - Not Constructed*	4,200	\$ 302,600	\$ 5,528
133-55	768 Boston Road	Retail B - Approved - Not Constructed*	11,000	\$ 493,000	\$ 9,007
		Retail C - Approved - Not Constructed*	7,140	\$ 366,800	\$ 6,701
		Retail D - Attached to Shaws - Not Occupied*	10,000	\$ 451,700	\$ 8,253
		Retail E - Constructed - Not Occupied*	7,470	\$ 345,200	\$ 6,307
133-54	788 Boston Road*	Nam Hang, LLC*	6,500	\$ 938,000	\$ 17,137
120-1	Off Boston Road	New England Power Company**	50,000	\$ 2,240,909	\$ 40,941
<b>POTENTIAL TAXES - ESTIMATE ONLY</b>					<b>\$ 93,874</b>

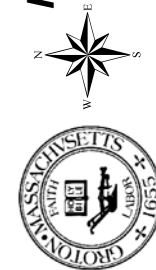
\* - Based on Retail Use - No value is taken into consideration for paving, parking, signage, interior finishes, ect.

\*\* - Best guess on what can be built on 16 Acres - Estimate only





Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri-Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community



**Four Corners Economic Development Area**  
**Groton, MA**  
**February 2015**

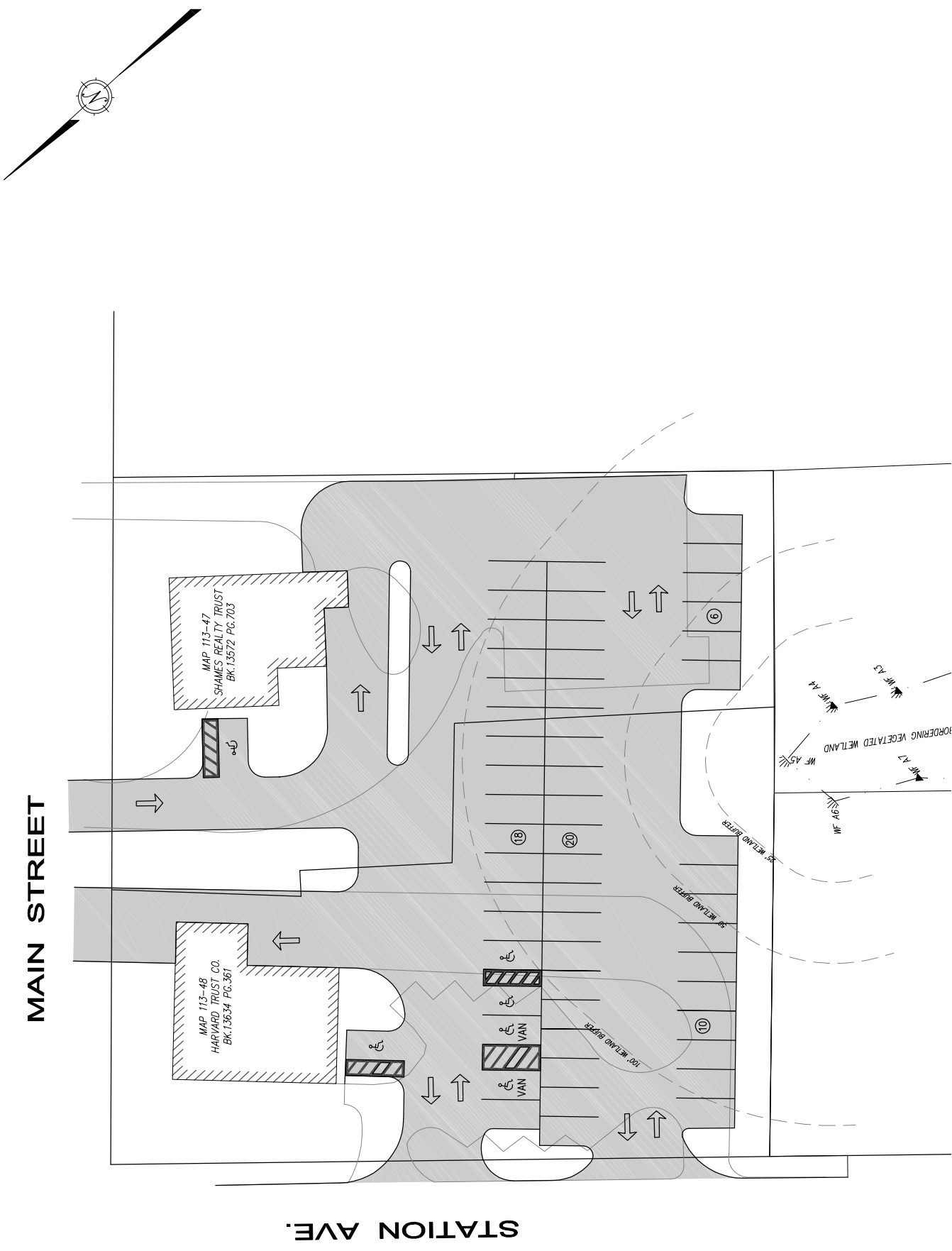
0 250 500 1,000 Feet

1 inch = 450 feet

**Legend**

**Environmental Partners**  
 A partnership for engineering solutions.

 Four Corners Economic Development Area

[illegible]



**GRIFFIN AUTO SERVICE & RESTORATION**

PO BOX 197  
West Groton, MA. 01472  
Phone - 978-448-3737 Fax - 978-448-6591

INVOICE

3431

**INVOICE**

Work Completed Date : 05/04/2012

Print Date : 10/04/2014

**GROTON FIRE/EMS****FIRE, GROTON**

PLEASANT ST.

Groton, MA 01450

2005 Ford - E450 Super Duty

6.8L, V10, VIN (S)

Lic # : 8708

Odometer In :

Unit # :

Odometer Out :

Vin # : 1FDXF47F21EA04274

Hat # :

Cust ID : 623

Ref # :

Part Description / Number	Qty	Sale	Extended	Labor Description	Extended
WIPER MOTOR				DIAGNOSE AND REPAIR NO WINDSHIELD	360.00
40-2036	1.00	174.92	174.92	WIPERS. INSTALL NEW WIPER MOTOR ASSEMBLY.	
				NO POWER TO REAR OUTLETS. REMOVE REAR PANELS AND CHECK POWER AT INVERTERS. NEEDS TO BE SENT TO AMBULANCE REPAIR FACILITY.	180.00

[ Technicians : GRIFFIN, DANNY ]

Org. Estimate \$574.92	Revisions \$0.00	Current Estimate \$ 574.92	Additional Cost	Revised Estimate	<b>Labor:</b>	<b>540.00</b>
					<b>Parts:</b>	<b>174.92</b>
					<b>Sublet:</b>	<b>0.00</b>
						-----
					<b>Sub:</b>	<b>714.92</b>
					<b>Tax:</b>	<b>0.00</b>
					<b>Total:</b>	<b>714.92</b>
					<b>Bal Due:</b>	<b>\$714.92</b>

[ Payments - ]

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

SIGNATURE.....

Date.....

Time.....

Written By: GRIFFIN, DANNY

Page 1 of 1

01.17.07 Copyright Mitchell 1 Invoice1

**Property Information**

Property ID 102-44  
 Location 73 PEPPERELL RD  
 Owner TOWN OF GROTON, SCHOOL -

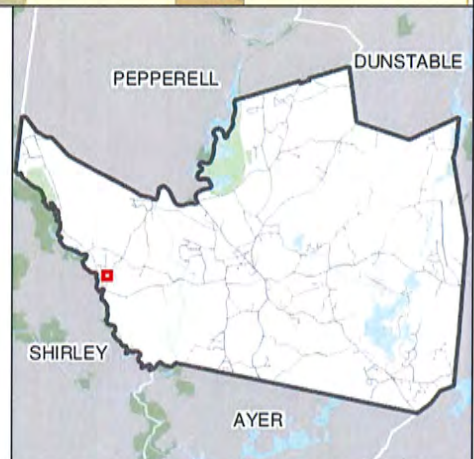
- RESIDENTIAL/AGRICULTURAL
- GENERAL BUSINESS
- NEIGHBORHOOD BUSINESS
- VILLAGE CENTER BUSINESS
- RESIDENTIAL/BUSINESS
- OFFICIAL OPEN SPACE
- PUBLIC USE DISTRICT
- INDUSTRIAL



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

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

Parcels updated January 1, 2013



April 12, 2015

Town Of Groton  
Board of Selectman  
Mark Haddad, Town Manager  
Town Hall  
173 Main Street,  
Groton, Ma. 01450

RE: RFP – Disposition of Real Property known as The Tarbell School  
Response to Request for Proposals

Kevin McGoniagle  
57 Tenth St  
Lowell, Ma. 01850

Dear Board Members,

Thank you for the opportunity to submit a proposal for the Tarbell school. Please consider this letter and the attached documents as my submission according to the requirements of section X of the Request for Proposal.

1. Please consider this and the attached documents as a Letter of Interest in regards to the Request for Proposal for the Tarbell School from Kevin McGoniagle.

2. I am offering to pay the sum of \$75,000.00 for the property in accordance with Exhibit F Price Proposal along with the terms and conditions outlined in the proposed purchase and sale agreement. The purchase could be executed within 60 days of acceptance by the board at town meeting and proof of clear title. This offer would be contingent upon approval by any zoning authority, and the board of selectmen, of a zoning change in use from "Public Use District" to Residential, allowing a three unit residential condominium development.

3. Project Narrative

I propose to rehabilitate, and convert the existing structure into three, 2 bedroom, 2 bath residential condominium units. Upon completion, I would occupy one unit as my principle residence, and market and sell the remaining two as market rate residential condominiums units.

The building will be divided into three units, running front to back, west to east, forming two end units and one center unit. Each unit will contain approximately 2700 sf of gross area with approximately 1300 – 1600 square feet of finished living area. Finished living areas will be predominantly on the first floor with the possibility of limited finished area on the ground floor. The layout will utilize the existing front entries as a separate entry to each unit, no common areas will be required.

The interior of the building will be completely gutted and all finishes and systems will be brought up to or exceed all building and energy code requirements. Significant architectural interior elements will be preserved and reused during re construction such as the original black boards. All construction debris will be recycled as is possible to limit any environmental impact. All exterior deficiency's will be repaired or replaced as required.

Some modifications to the window and door arrangement will occur on the rear of the building to accommodate egress and light/ ventilation requirements. All other window and door arrangements will remain as is to preserve the architectural integrity of the building. Small decks and or porches may be proposed to the rear of the building as well.

Further structural engineering and architectural planning will determine if basement level garages contained within the existing structure are possible. This determination will affect the parking plan for the property as outlined under "Parking" in the proposal.

Complete plans will be presented to selectman, town manager and all town officials as required for review, comment, and approval before proceeding.

A condominium association will be formed to manage and maintain the building exterior and grounds. The plan as proposed is compatible and harmonious with the surrounding neighborhood.

---

This proposal as outlined will comply with the previous Public Hearing Input in regards to the desired future use of the Tarbell school.

#### Architectural Integrity

Maintaining and restoring the architectural integrity of the building will be of utmost importance. All repair or replacement fenestration and doors will adhere to the original design intent. The existing front entry doors will be replaced with a style more appropriate to the original elements. The existing foot print will remain with the exception of decks, porches, or stairs added to the rear of the building to satisfy egress requirements. Any decks, porches or stair design and materials will be appropriate with the design and era of the existing architecture.

#### Maintain the Playground Facility

I propose to maintain public use of the existing playground equipment on the property as long as any legal and liability concerns to the town, the condominium owners and association can be addressed to the satisfaction of all parties.

#### Traffic Concerns

A residential development of this scope and size will reduce the vehicular traffic in comparison to its existing use.

#### Revenue Neutral Impact

The proposed development of the Tarbell school will provide the town an immediate cash infusion, remove the burden of tax funded care, maintenance, and liability. It will also allow the property to generate property tax revenue for the town and its residents. The predicted rehabilitated market value of each unit is approximately \$250,000. Two bedroom condominiums units often appeal to those downsizing, whose children are grown, lessening any impact on schooling cost.

This plan would also preserve the buildings historic and personal value to the neighbors, the town and its residents.

#### Possible Community Septic System

This proposal will make use of the existing septic system and will not require any additional expense by the town. The development will comply with the septic design loads.

#### Artisan Studio

As a Lowell resident for the past 26 years I have witnessed firsthand the positive effect the Arts can have on a community. With the Tarbell School named after Edmund Tarbell, a famous Groton artist, it would seem appropriate to market these units to the arts community as live/ work studio space. With the abundance of natural northern light, prized by artists, and provided by the tall ceilings and large window's, combined with the potential for an open studio type layout, these units should appeal to this market.

#### Utilities

The development will comply with the septic design requirements and utilize the existing new septic system installed by the town. Three individually metered water services will be brought in by The West Groton Water District. National grid will provide individually metered gas services to each unit.

#### Oil Tank

The existing underground oil tank will be removed by a qualified and licensed contractor. All required permits will be obtained, all inspections and tests will be performed by the appropriate officials.

#### Parking

The parking plan will be dependent on the feasibility of utilizing the existing basement for garage space. If this proves financially and structurally feasible, parking would be located at the rear of the building with the possibility of a request for a curb cut along St James Ave. Paved parking areas in the front would be removed and landscaped, with the exception of the 6 spots in the Northwest corner, this would remain as resident/ guest parking.

If the garage option is not feasible, parking would be maintained in the front of the building as it exists now. The current configuration allows for 8 parking spots along the front of the building with an additional six spots to the northwest corner. This will be more than adequate to meet the needs of

## Article 28 - Sale or Lease of Tarbell School

residents and guests. In this option paving would likely be removed from the sides and rear of the building and the affected areas landscaped.

### Landscaping

The large grass yard area will provide outdoor recreation space not typical of condominium homes. Landscaping will consist of maintenance/ restoration to the existing lawn. Shrubs, perennial planting, and mulch beds will be established. The existing trees will be pruned for health and appearance. As is my tradition, at least one tree will be planted to honor and mark the rebirth of the building.

### Development schedule

Plans will be prepared and submitted to the board and town officials for approval within approximately 4 weeks from closing. Construction will begin shortly after approval. Completion of the project will require 6 – 12 months.

### Support required from the town

The board of selectmen approval of the proposal.

Board of selectmen approval of the zoning change required for the property.

Town building department permitting of the construction project.

Assistance from the historical society in identifying any original architectural elements that may have been altered.

### Developer Information

I was raised in Chelmsford and graduated from Nashoba Valley Technical High School, studying in their carpentry and cabinetmaking program. I have been a resident of Lowell for the past 26 Years making my home in the Christian Hill section for the majority of that time.

In 1990 I established Kemco Construction Inc., offering residential construction, remodeling, and custom cabinetmaking services. We are a fully licensed and insured general contractor and cabinetmakers. In 2002 I purchased an industrial condominium at 7 Iomar Industrial Park #4 Pepperell Ma. and set up my custom cabinet shop facility there.

### Housing Development Experience

As part of my business I acquire, rehab, and manage residential multifamily investment properties. The properties are typically distressed properties that I restore to their former brilliance with a focus on architectural integrity and neighborhood revitalization. My attention to detail and pride in my work is demonstrated in these properties.

I also have experience in municipal RFP projects, having purchased two properties over the years from the city of Lowell. In 1993 I purchased a vacant four family residence through an RFP, rehabbed and converted it to a 3 family, I still own and manage this property today.

Another property bears a striking resemblance this proposal. In 2003 I was awarded the Tenth St School House (57 10<sup>th</sup> St) through an RFP issued by the city of Lowell. I completely restored and converted this 1880, wood framed, 5000 square foot, Italianate styled schoolhouse into 2 luxury residential

condominium units. Upon completion I sold one market rate unit and made my home in the other unit, I still reside there today.

The proposal was enthusiastically embraced by city officials and the neighborhood, I believe all would agree it was a very successful project. The extensive restoration of the Tenth St School restored the many architectural details lost through the years in misguided remodeling and repairs. This project restored an architectural gem that could have been lost to the wrecking ball. For several years after completion, I participated in Doors Open Lowell, opening the School House doors to an appreciative public, to view a building that held much sentimental value too many people. Upon completion the project received an award from Luxury Living Magazine. I have enclosed a few pictures from this project for your review. I welcome those interested to visit the Tenth St School or another rehab property to conduct a site visit.

#### Financial Considerations

The purchase price offer reflects my efforts to maximize the value to the town, while considering rehab costs for a quality project, and realistic market values of the completed housing units. My unique position of making one of the units my home allows a bit more leverage to make the financial considerations work. I will pay cash at closing for the property and have reviewed all financial details with my lender for approval of rehabilitation funds and associated terms. I have attached a letter from the bank indicating the same.

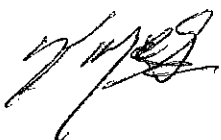
#### In Closing

It is obvious that the town of Groton places a high value on the preservation of its historic structures and rural character. Adaptive reuse with the right partners will insure these values will continue and thrive.

While I am not currently a Groton resident, I have spent much time recreating in Groton, cycling its country roads, mountain biking the town forest, canoeing its rivers and hiking its many conservation parcels. As well as enjoying the quaint businesses and classic architecture in the town center. I look forward to the opportunity to contribute to the prosperity of this community.

I have cycled by the Tarbell School dozens of times while biking Groton's beautiful country side, and all ways thought that this building would make an amazing home. I am excited by the prospect of restoring another turn of the century school house, and making a new home in an idyllic country setting such as West Groton. I am prepared for the opportunity to assure that an amazing structure such as the Tarbell School will continue to serve and shelter for another 100 years.

Respectfully Submitted,



Kevin McGonlagle  
57 Tenth Street  
Lowell, Ma. 01850

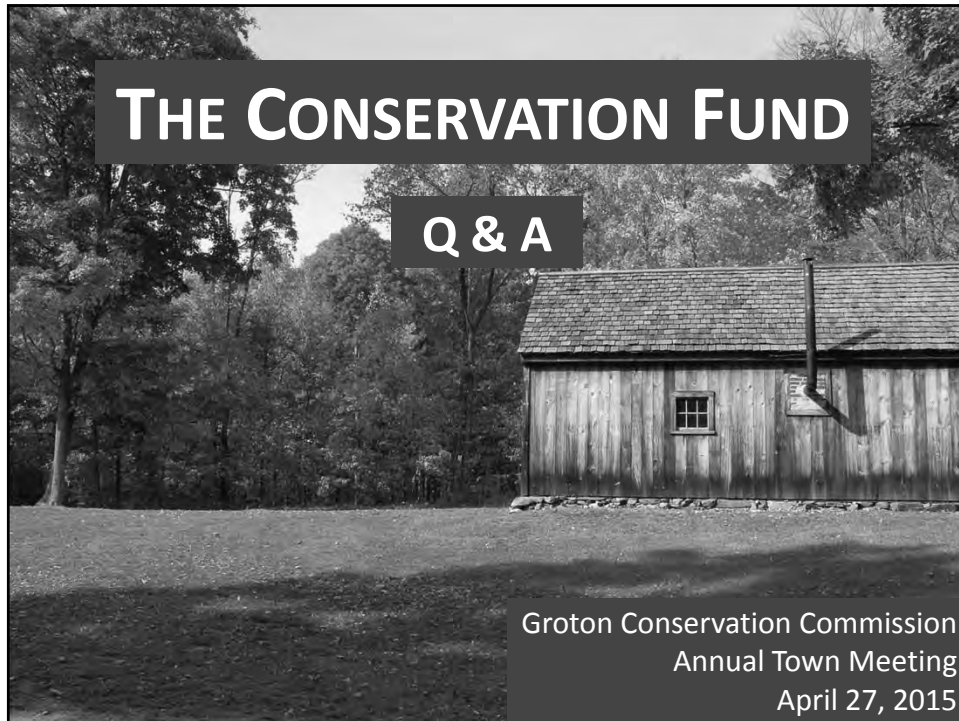
## Community Preservation Act Bin Balance Forecast

	Community Housing	Historic Preservation	Open Space & Recreation	Unallocated Reserve	Total
Year End FY2015 balance (30 Jun '15)	\$306,825.13	\$219,749.24	\$16,335.17	\$401,065.24	\$943,974.78
FY 2016 Local Surcharge	\$55,000.00	\$55,000.00	\$55,000.00	\$385,000.00	\$550,000.00
FY16 State Match (15 Nov '15)*	\$9,900.00	\$9,900.00	\$9,900.00	\$69,300.00	\$99,000.00
Interest earned	\$100.00	\$100.00	\$100.00	\$700.00	\$1,000.00
Total FY 2016 CPA Revenue	\$65,000.00	\$65,000.00	\$65,000.00	\$455,000.00	\$650,000.00
Total FY 2016 funds available	\$371,825.13	\$284,749.24	\$81,335.17	\$856,065.24	\$1,593,974.78
CPC admin expenses (Art 29)				(\$7,500.00)	(\$7,500.00)
Surrenden Farm debt service (Art 37)			(\$80,000.00)	(\$402,850.00)	(\$482,850.00)
Accessible Trail Project (Art 30A)				(\$24,932.00)	(\$24,932.00)
Conservation Fund (Art 30B)				(\$200,000.00)	(\$200,000.00)
Old Meeting House (Art 30C)		(\$203,333.00)		(\$203,333.00)	(\$203,333.00)
Basketball Courts (Art 30 D)				(\$109,000.00)	(\$109,000.00)
ADA Open Space Study (Art 30 E)				(\$6,000.00)	(\$6,000.00)
Housing Coordinator Salary (Art 30 F)	(\$49,509.00)				
Milestone Engraving (Act 30G)		(\$17,000.00)			
Total April 2015 TM requests	(\$49,509.00)	(\$220,333.00)	(\$80,000.00)	(\$750,282.00)	(\$1,033,615.00)
Balance on 30 Jun '16 if TM approves all requests	\$322,316.13	\$64,416.24	\$1,335.17	\$105,783.24	\$560,359.78
FY 2017 CPA revenue*	\$55,000.00	\$55,000.00	\$55,000.00	\$385,000.00	\$550,000.00
FY2017 state match (15 Nov '16)	\$9,900.00	\$9,900.00	\$9,900.00	\$69,300.00	\$99,000.00
FY 2017 CPC admin expenses				(\$7,500.00)	(\$7,500.00)
FY 17 Surrenden Farm debt service		(\$65,000.00)		(\$411,143.75)	(\$476,143.75)
Available CPC funds for FY2017	\$387,216.13	\$129,316.24	\$1,235.17	\$141,439.49	\$659,207.03

\* DOR requires very conservative estimate of state match revenue

In FY15 DOR state match forecast was \$126,500 (23%) Groton's actual match was \$244,907 (44.5 %)





## 1. Who are we?

---

- 1962 – Groton Conservation Commission established by Annual Town Meeting vote.
  - *“for the promotion and development of the natural resources and for the protection of watershed resources”* in the Town of Groton.
  - Enabled by the 1957 Massachusetts Conservation Commission Act (MGL Ch. 40, Sec. 8c).
- Currently 7 volunteer members appointed by Selectmen.

## 2. What do we do?

---

- The Groton Conservation Commission carries out two main responsibilities on behalf of the Town:
  1. Protection of open space
    - 1957 – Massachusetts Conservation Commission Act (MGL Ch. 40, Sec. 8c)
  2. Protection of wetlands
    - 1972 – Massachusetts Wetlands Protection Act (MGL Ch. 131, Sec. 40); as amended.
    - 2001 – Groton Wetlands Protection Bylaw (Ch. 215 of Town Code); as amended.

## 3. What's the Conservation Fund?

---

- 1963 – Conservation Fund established by Annual Town Meeting vote (Art. 14).
  - \$2,000 appropriated
  - *“for the acquisition or development of land or easements by the Groton Conservation Commission”*
- Can pay for acquisition of land, Conservation Restrictions (CR), Agricultural Preservation Restrictions (APR), and associated costs.

## 4. How much \$\$ do we have?

---

- The current balance in the Conservation Fund is:
  - \$523,083 (through 3/31/2015)
- Our application to the Community Preservation Committee (CPC) is for \$200,000 to be added to the Conservation Fund.
  - Balance of \$723,083, if approved

## 5. How much \$\$ do we need?

---

- 2007 – Per BOS request, Conservation Commission set a target range of \$750,000 - \$1,000,000 in the Fund.
- Town of Groton's Financial Management Policies (BOS, 2012) – Guideline #7 states:
  - *"maintain a balance in the Conservation Fund of at least 2% of the town's current annual budget"*
  - 2% of \$33,000,000 = \$660,000
  - *"to the extent possible, deposits to the Conservation Fund should come from the Community Preservation Surtax."*

## 6a. What do we do with it?

---

- Fee ownership of land. Examples:
  - Williams Barn/Sorhaug Woods (93 acres)
    - \$220,000 purchase at auction in 1997
  - Baddacook Pond NEFF Parcel (52 acres)
    - \$370,000 purchase in 2011
    - \$236,000 State Self-Help Grant reimbursement
  - Walker - Cox Parcels (106 acres)
    - \$716,000 purchase in 2013
    - \$400,000 State LAND Grant reimbursement

## 6b. What do we do with it?

---

- Conservation Restrictions (CR). Examples:
  - Gibbet Hill/Angus Hill (250 acres)
    - \$500,000 purchase of CR in 2002
- Agricultural Preservation Restrictions (APR).
  - O'Neill/Fairview Orchards (108 acres total)
    - \$70,000 purchase for portion of APRs in 1998
    - Remainder paid by state (MassDAR)

## 7a. What's the economic return?

---

- In Groton, the Conservation Commission has received a total of \$1,391,520 in successful reimbursement grants from the state (Self-Help and LAND programs).
- In Massachusetts, every \$1 invested in land conservation returns \$4 in economic value of natural goods and services.\*

\* Source: The Trust for Public Land, *The Return on Investment in Parks and Open Space in Massachusetts* (2013)

## 7b. What's the economic return?

---

- In Massachusetts, open space and working farms and forests require on average only \$0.43 in services for every \$1 generated in tax revenue.\*\*
- In Massachusetts, residential land requires on average \$1.10 in services for every \$1 generated in tax revenue.\*\*

\*\* Source: American Farmland Trust, *Cost of Community Services Fact Sheet* (2010)

## 8. Who benefits from open space protection?

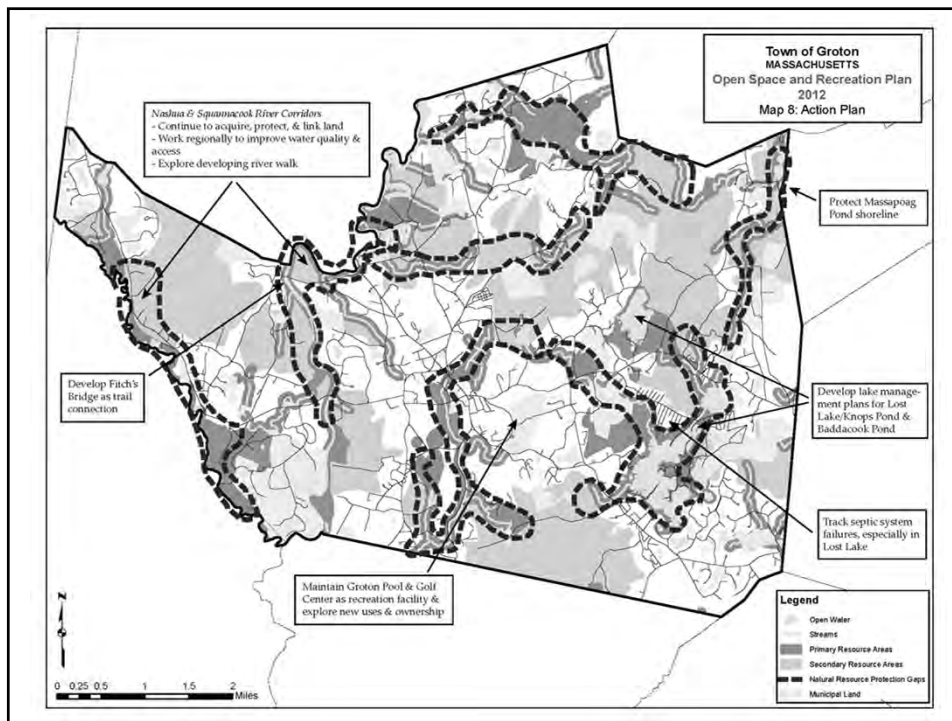
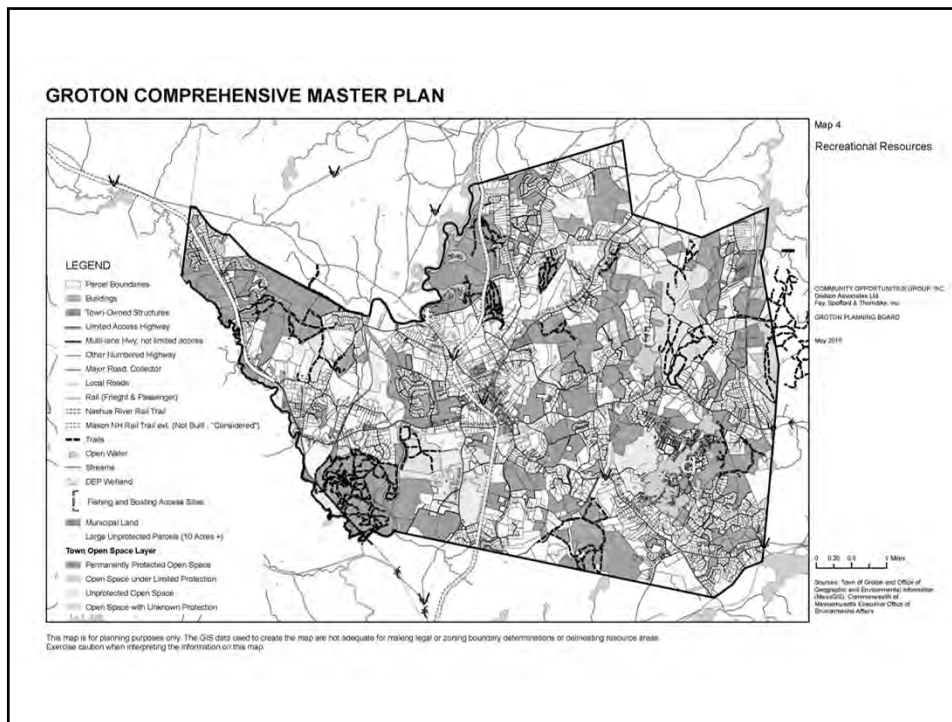
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- Anyone who likes:
  - Walking, hiking, biking, running, riding horses, hunting, fishing, observing nature & wildlife, clean air & water
- Students, outdoor educators, Boy Scouts, Girl Scouts
- Artists, photographers, historians
- Farmers, foresters

## 9. How do we prioritize?

---

- 2011 Groton Master Plan – open space goal:
  - Ensure that Groton’s agricultural, forested, and recreational open spaces are protected, enhanced, and expanded for present and future generations.
- 2012 Groton Open Space & Recreation Plan (OSRP) – preservation/protection goals include:
  - Preserve important water resources.
  - Preserve lands that support agriculture & forestry.
  - Protect lands and water resources of scenic value.
  - Preserve lands for conservation and natural purposes.



## 10. When will we stop protecting open space?

---

- Priority Parcels remain unprotected. 67% of BioMap2 Core Habitat remains unprotected in Groton.<sup>+</sup>  
+ Massachusetts Dept. of Fish & Game/The Nature Conservancy
- No targets or limits prescribed in either the Master Plan or the OSRP.
- Undeveloped land is not a renewable resource.
- Protection of open space is an integral part of the Town of Groton.

Thank you.





## **Article 30, Proposal C, Rehab a Portion of the Old Meeting House**

### **Project Summary and Background Details on the Meetinghouse**

**Requesting \$203,333 in Community Preservation Act funding to ensure the preservation of the Old Groton Meetinghouse, an essential and iconic element of Groton's historic landscape.**



**Ongoing Role in Civic Life of Groton:** The Old Groton Meetinghouse is the oldest continually functioning public building in Groton. It has not only been a defining feature in our landscape, it has also been an integral part of Groton's town civic fabric since it was built in 1755. Throughout its 260 year history, the building has served and continues to serve the community by making its meeting spaces available for public use and public benefit. Many local groups already make use of meeting rooms in the building – monthly Groton Community Dinners, semi-annual Nashoba Nursing and Hospice Memorial Services, and regular meetings of 4H, TADS, and AA. First Parish warmly encourages other community groups to take advantage of all the Meetinghouse has to offer. Preservation of this structure will allow such tangible benefits to the community to continue.

**Caring for the Meetinghouse as a Historic Treasure:** The Meetinghouse is listed individually on the Massachusetts Register of Historic Places. The Massachusetts Historical Commission deemed it eligible for listing on the National Register of Historic Places, and an application for listing is in process.

The congregation of First Parish has been and continues to be the principal steward, maintaining and preserving this historic building. First Parish has executed its stewardship with diligence. Over the years, the congregation has accrued a record of accomplishments, funding and completing major maintenance and improvement projects for the Meetinghouse. In 1972, the spire was found to be in dangerous condition and was removed and replaced after the belfry was reinforced. In 1986, the failing foundation was entirely replaced. In 2001, a fire suppression sprinkler system was added to protect the Meetinghouse.

Thanks to the ongoing stewardship by First Parish, the Meetinghouse is in sound condition today, despite its age. Yet, caring for a two-and-one-half-centuries-old structure of this size is a significant and costly responsibility.

**The Old Groton Meetinghouse Advisory Committee, Spencer and Vogt Group Preservation Architects, and the Creation of a Long Term Preservation Plan for the Meetinghouse:** In 2013, in light of the financial burden associated with ensuring the preservation of this historic site and with the understanding that the building was overdue for critical rehabilitation, First Parish initiated the first steps of a long-term plan. The congregation appointed **The Old Groton Meetinghouse Advisory Committee**, comprised of both First Parish members and dedicated members of the community. This committee is

deeply interested in preservation of the historic Meetinghouse. Under its charge to shepherd the rehabilitation effort, it has raised \$17,000 in private funds to hire **Spencer & Vogt Group Preservation Architects** to complete a comprehensive assessment of physical conditions of the Meetinghouse and to provide recommendations for rehabilitation, restoration, and long-term preservation of this Town icon.

Among the most pressing concerns, the Spencer & Vogt Group report identified serious structural issues in the attic and steeple framing, exterior paint failure, deteriorated and missing wood framing and siding, and poor condition of asphalt shingles at the junctions of the tower base and the belfry roof. The exterior of the Meetinghouse has heavy paint build-up, evidenced by “alligator-ing” and poor adhesion, with significant wood rot and deteriorated cladding and trim. The most recent Spencer & Vogt Group estimate of the total cost of all recommended rehabilitation, including these most pressing concerns, comes to more than \$534,000.

**Phase I Rehabilitation Project:** With the further assistance of Spencer & Vogt Group and estimator Murray Brothers Construction, the Old Groton Meetinghouse Advisory Committee has carved out a **\$305,000 Phase 1 Project for 2015-2016** that focuses on the most urgent and visible elements in need of restoration. Phase I will address the pressing structural repairs to rehabilitate the steeple, bell tower, and attic. This first phase also aims at correcting exterior paint failure of the façade, the bell tower, and the steeple, and at repairing the brick masonry at the front entrance. This phase of the project is part of a planned multi-year, multi-phase effort to rehabilitate the entire Meetinghouse and to implement the full list of Spencer & Vogt Group recommendations.

First Parish is requesting the Town Meeting to approve CPA funding for \$203,333 or 2/3rds of the total estimated cost of this \$305,000 Phase I Project. Through a combination of private donations and a Massachusetts Historical Commission Grant, the Old Groton Meetinghouse Advisory Committee has committed to providing the remaining 1/3<sup>rd</sup> (\$101,667) in a second funding effort to follow their success at raising the \$17,000 to commission the Spencer & Vogt Group assessment report. \$50,000 of that 1/3<sup>rd</sup> has already been raised through private donations.

This project will provide much-needed rehabilitation of the Meetinghouse structure and its façade and will play a key role in helping protect this historic treasure for years to come. The preservation of the historic Meetinghouse has wide support around town, as evidenced not only by the private donations, but also by the many letters of support included in the application for CPA funding and by the approval of Town Boards.

Coupled with the First Parish’s continued and ongoing stewardship, a Town Meeting vote in favor of funding the Phase I Rehabilitation of The Old Groton Meetinghouse will not only ensure the historic building’s future, it will also safeguard a key feature in the essential character of Groton.



**ARTICLE 31 - PROPOSED ZONING AMENDMENT**  
**SECTION 218-25 SITE PLAN REVIEW**  
**Filed with the Town Clerk on April 8, 2015**

**§ 218-25. Site plan review.**

- A. Purpose. The purpose of this section is to promote sound development in Groton and to protect the health, safety, convenience and general welfare of the community by ensuring that impacts from development are minimized in accordance with this section. Under this section, a comprehensive site plan review procedure is to be undertaken for uses and structures that may have impacts relating to traffic, services and utilities, environmental quality, water resources, wetlands, stormwater runoff, and community character.
- B. Applicability.
- (1) Any application for a building permit, special permit or certificate of occupancy (for a change of use) involving a commercial, office, industrial, institutional, or multifamily use, or structure for such use shall be subject to site plan review.
  - (2) In addition, any site changes to an existing commercial, office, industrial, or institutional use, or structure for such use involving the following alterations shall be subject to site plan review in accordance with the Minor or Major Site Plan Review thresholds established in Subsection C below:
    - (a) Any required increase or proposed change to the number of parking spaces either for customers, employees or visitors. (Refer to § 218-23, Off-street parking and loading, for parking requirements.)
    - (b) Any alteration to traffic flow patterns, including access, egress, deliveries and pedestrian access.
    - (c) Any alterations to the drainage system, topography or stormwater runoff patterns.
    - (d) Any changes to loading areas, dumpsters, lighting or accessory structures.
- C. Threshold of review.
- (1) Minor. Minor Site Plan Review by the Land Use Director and Building Commissioner is intended as a simplified submittal which does not necessitate professional preparation. Minor Site Plan Review project submittals apply to any application for a construction project or change of use meeting the following thresholds:

- (a) Construction, enlargement or alteration of a parking area resulting in five or fewer new parking spaces.
  - (b) Construction of an addition or any other alteration of up to 1,000 square feet gross floor area to an existing commercial, office, industrial, or institutional use, or structure for such use.
  - (c) Any minor change to the property upon which the structure is located including, but not limited to, traffic flow patterns and traffic generation, drainage and stormwater runoff, loading areas, outdoor seating, landscaping, dumpsters, lighting, or accessory structures, provided that the proposed project has limited impact on Town services.
  - (d) Construction of a temporary building or trailer limited to one year at a time for use incidental to construction or building operations.
- (2) Major. Major Site Plan Review by the Planning Board is intended as the standard site plan review submission and requires preparation of plans by a registered professional engineer. A Major Site Plan Review special permit is required for the following:
  - (a) Construction, enlargement or alteration of a parking area resulting in six or more new parking spaces.
  - (b) Construction of a new building or an addition or any other alteration that exceeds 1,000 square feet-of aggregate gross floor area which includes all floors of all buildings on the premises, to an existing commercial, office, industrial, or institutional use or structure.
  - (c) Construction, erection, installation, use, or modification of a large-scale wind energy conversion device.
  - (d) Construction, erection, installation, use, or modification of a large-scale ground-mounted solar photovoltaic installation.

D. Procedures.

- (1) Minor Site Plan Review applications. Where the application for a building permit mentioned in Subsection B or C(1) above is submitted, the application shall be accompanied by an approved site plan in accordance with the criteria specified below. Such approval shall be obtained from the Land Use Director and Building Commissioner, after consultation with the Land Use Departments<sup>1</sup> staff and Public Safety Officials, prior to application for a building permit. The Land Use Director and Building Commissioner shall review and approve, approve with such conditions as they may deem appropriate, or not approve the site plan as described in Subsection H below, within 30 days of receipt of

<sup>1</sup> The Land Use Departments include the Building Department, Board of Health, Conservation Commission, Historic Districts Commission, Housing Coordinator, Planning Board, and Zoning Board of Appeals,

a plan submitted under Subsection C(1). No building permit shall be issued by the Building Commissioner without written approval of the site plan by the Land Use Director and Building Commissioner unless 30 days lapse from the date of the submittal of the site plan under Subsection C(1), Minor Site Plan Review projects, without action by the Land Use Director and Building Commissioner or without a request from the applicant for an extension of time for the consideration of the site plan.

Any dispute arising from the Minor Site Plan Review process or any plan not receiving unanimous approval from the Land Use Director and Building Commissioner shall be referred to the Planning Board for action. The Land Use Director and Building Commissioner may also refer any site plan that, due to unusual circumstance or a unique situation, they believe should be approved by the Planning Board. All site plans sent to the Planning Board by the Land Use Director and Building Commissioner for action will be handled through the Minor Site Plan Review process.

An applicant may request that the minor site plan be reviewed by the Planning Board rather than the Land Use Director and Building Commissioner.

Where applicable, all other criteria and conditions of this section will govern Minor Site Plan Review.

- (2) Major Site Plan Review applications. If a project requiring site plan approval also requires a special permit, the same procedure for the review of a special permit application shall apply (see § 218-32.1), with the addition of the procedures delineated herein. The applicable decision-making criteria shall be those delineated in Subsection H below.

E. Coordination with other boards.

- (1) Coordination with other departments. The Planning Board shall transmit a copy of the application and site plan to the Board of Selectmen, Board of Health, Building Commissioner, Commission on Accessibility, Conservation Commission, Electric Light Department, Fire Chief, Director of Public Works, Historic Districts Commission, Police Chief, Water Commission and Sewer Commission for their written recommendations. Failure to respond to the Planning Board within 14 days shall indicate approval by said agencies
- (2) Where applicable, applicants shall submit necessary documents to the Historic Districts Commission so that the Planning Board and said Commission may coordinate, to the extent feasible, a joint review of the site plan. Where an applicant has requested an extension of time for the consideration of a site plan and where said site plan accompanies a special permit application to the Zoning Board of Appeals, the request for extension of time shall be submitted to both the Planning Board and the Zoning Board of Appeals.

- F. Presubmission review. Prior to investing in extensive professional design efforts for site plans, it will often prove useful to review the proposed use of land with the Planning Board, in order that general approaches and potential problems can be freely explored. Pencil sketches, which need not be professionally prepared, will assist the discussion and might show some but not all of the information to be shown on a site plan. At this review, the Board may vote to waive certain submission requirements. Regardless of whether waivers are to be sought by the applicant, the presubmission review is strongly encouraged since it will provide the applicant with important guidance prior to the commencement of the site plan review process.
- G. Submission requirements.<sup>2</sup>
  - (1) Minor Site Plan Review. A site plan shall be submitted that accurately and in detail acceptable to the Land Use Director and the Building Commissioner shows all relevant site conditions. Dimensions and scales shall be adequate to determine that all requirements are met. The plan may be prepared by the applicant, however, the Land Use Director and Building Commissioner may require the submission of information prepared by a Registered Professional Engineer if the Land Use Director and Building Commissioner determine that the specific conditions require such information. Plans shall show the following, unless waived by the Land Use Director and Building Commissioner:
    - (a) Boundary line information pertaining to the land sufficient to permit location of same on ground.
    - (b) Dimensions and locations of all existing and proposed structures.
    - (c) General description of the existing topography, including any proposed grading changes.
    - (d) Parking, loading areas, access and egress provisions.
    - (e) Storm drainage, including direction of flow and means of ultimate disposal.
    - (f) Provisions for and locations of private or public sewer and water supply, including fire protection measures.
    - (g) Location of all utilities, signage, lighting, outdoor storage and trash disposal areas.
    - (h) Existing and proposed planting, landscaping and screening.
    - (i) All areas subject to protection under the Wetlands Protection Act, MGL C. 131, § 40, within 100 feet of any proposed construction.
    - (j) All easements, restrictions and covenants.
    - (k) Compliance with all applicable provisions of this chapter, including copies of any variances or special permits running with the property.

2. Editor's Note: See also Ch. 381, Planning Board, Part 5.

- (l) Location and dimensions of any temporary structure, including but not limited to temporary trailers and sheds, or outdoor material storage and staging areas.
- (2) Major Site Plan Review. Major site plans are subject to all submittal requirements of Minor Site Plan Review projects and are also subject to the following requirements:
- (a) Plans shall be prepared by a Registered Professional Engineer unless the Planning Board determines that this requirement may be waived because of unusually simple circumstances.
  - (b) All plans shall be submitted on twenty-four-inch-by-thirty-six-inch sheets and shall have a minimum scale of one inch equals 40 feet. A locus plan shall be provided at a scale of one inch equals 200 feet and shall show all structures, streets, bodies of water, floodplain elevations, landscape features, historic sites, and environmental resources within the parcel and within 300 feet of the parcel. All applicable zoning or overlay districts shall be depicted on the locus plan.

A zoning requirements chart shall be shown on the title sheet listing the minimum or maximum intensity requirements, parking requirements, and any applicable special permit requirements including proposed open space and impervious area. The chart shall specify how the proposed project complies with the requirements.
  - (c) Existing and proposed topography contour lines shall be delineated at two-foot intervals.
  - (d) Calculations of storm drainage to demonstrate and assure compliance with the requirements of all applicable federal, state and local regulations and guidelines including, but not limited to, the Department of Environmental Protection Stormwater Management Policy, as it may be amended.
  - (e) An assessment of traffic impacts and safety conditions shall be prepared by a traffic engineer. An applicant may request a determination by the Planning Board during a presubmission review (Subsection F) of the necessity for a traffic study and the required scope of such a study.
  - (f) A landscaping plan shall be prepared by a registered landscape architect that shows the location of plantings around the perimeter of the building, any buffer landscaping between parcels, and landscaping of the parking area.
  - (g) Information on the location, size, and type of parking, loading, storage, and service areas, hours of operation, delivery/export hours, public address systems, snow removal and snow storage areas.

- (h) A photometric lighting plan shall be submitted that indicates the illuminations throughout the site and onto abutting ways and properties. The plan shall indicate the lighting hours of operation especially shut off times.
- (i) The Planning Board may, at its discretion, require the preparation and submission of a development impact report that may include, but not be limited to analysis of the impacts of the proposed project on the environment (i.e., wetlands, water resources, open space), and infrastructure and services (i.e., roadways, wastewater, schools).
- (j) An existing conditions plan showing all land within 500 feet of the subject property depicting:
  - [1] All dwellings and principal buildings.
  - [2] The current land use of each abutting lot.
  - [3] Lot and right-of-way lines.
  - [4] Existing contours at two-foot intervals.
  - [5] Principal natural features in general.
  - [6] Zoning district boundaries, including Floodplain and Water Resource Protection Districts.
  - [7] Recorded easements abutting the subject property.
  - [8] Public facilities such as parks, recreation areas, conservation land, bike paths, and streets.
  - [9] Private driveways and access roads.
  - [10] Parking areas.
  - [11] The location and size of existing water mains, fire hydrants, sanitary sewers and storm drains.
- (k) Floor plans and architectural elevations of all planned structures and any existing structures.
- (l) Analysis of the consequence of the proposed development, evaluating the following impacts at a level of detail appropriate to the scale of the development proposed:
  - [1] Natural environment: groundwater and surface water quality, groundwater level, stream flow, erosion and siltation, vegetation removal (especially unusual species and mature trees) and wildlife habitats.
  - [2] Public services: need for water or sewer system improvements, need for additional public recreational facilities.



- [3] Economics: municipal costs and revenues, local business activity and local jobs.
  - [4] Visual environment: visibility of buildings and parking and visual consistency with existing development in the area.
- (m) A physical or digital three-dimensional site model, unless waived by the Planning Board.
- H. Decisions. Site plan approval shall be granted upon a determination by the Planning Board that the following requirements have been satisfied. The Planning Board may impose reasonable conditions, at the expense of the applicant, to ensure compliance with these requirements. The Planning Board may deny approval of a site plan only on the grounds that the documents required under this § 218-25 have not been submitted or were not submitted at the appropriate time, that the applicable provisions of Chapter 381, Part 2, Fees, or Subsection K below have not been complied with, or that the project proposed pursuant to the site plan may be so intrusive on the needs of the public that no reasonable conditions can be required that would mitigate the impacts. The following criteria shall be met in order for the Planning Board to approve the site plan or approve the site plan with conditions.
  - (1) Site plans shall be designed so that new building construction and other site alteration, after considering the qualities of the specific location, the environmental resources, the proposed land use, the design of building form, grading, access and egress points and other aspects of the development, shall:
    - (a) Preserve trees 12-inch caliper or larger unless it can be demonstrated that such removal is necessary for the location of structures, roads, driveways, and utilities, and it can be further demonstrated that there were no alternatives to said removal
    - (b) Provide for landscaping around the perimeter of all structures and the parcel as a whole, including parking areas, to the satisfaction of the Planning Board.
    - (c) Meet the requirements of Chapter 198 of the Code of the Town of Groton relating to stormwater management, soil erosion and sedimentation control, including any land disturbance activities.
    - (d) Integrate the development into the existing terrain and surrounding landscape and protect abutting properties and community amenities. Project sites shall be buffered from adjacent uses if required by the Board, preferably with a natural landscaped buffer. Obstruction of scenic views from publicly accessible locations shall be minimized. Unique historic and cultural amenities, and stone walls shall be preserved to the greatest extent possible.
    - (e) Allow no net increase in the rate or volume of stormwater runoff from the two, ten, twenty-five or one-hundred-year storm event across the boundaries of the site unless provisions have been made to tie into public

storm drains with the approval of the appropriate authority and the Planning Board has determined that all reasonable provisions have been made to minimize any changes to runoff from the site. Compliance with all applicable federal, state and local regulations and guidelines, including, but not limited to, the Department of Environmental Protection Stormwater Management Policy, as it may be amended, shall be demonstrated.

- [1] Storm drains, culverts, swales, detention basins and related facilities shall be designed to permit the unimpeded flow of all natural watercourses, to ensure adequate drainage at all low points along streets, to control erosion and to intercept stormwater runoff along streets at intervals reasonably related to the extent and grade of the area being drained. The peak rate of runoff at the boundaries of the development shall not be increased from the predevelopment rate during the two, ten, twenty-five or one-hundred-year storm event, unless an increase is authorized by the Planning Board, following consultation with the Conservation Commission and consideration of the ability of receiving wetlands or water bodies to absorb the increase and the consequences of providing detention capacity.
  - [2] The United States Soil Conservation Service (USSCS) TR20 or TR55 Methodology, where applicable, shall be used to determine the off-site rate of runoff for detention and infiltration systems. Adequate physical access for maintenance purposes shall be provided to detention and infiltration facilities. Water velocities in pipes and paved gutters shall be between two and 10 feet per second and not more than five feet per second on unpaved surfaces.
  - [3] Soil logs must be submitted with the application for site plan approval. The testing should be done in accordance with Title Five, 310 CMR 15.00, for seasonal high groundwater soil mottling and infiltration rates. The testing must be witnessed by a Town representative.
- (f) Maximize pedestrian and vehicular convenience and safety, both within the site and in relation to adjacent ways. Internal and external traffic circulation, and pedestrian and bicycle access shall be provided to the satisfaction of the Board. Potential traffic impacts shall be mitigated as prescribed by the Board, including, but not limited to, measures designed to reduce automobile trip generation, especially on roadways with demonstrated deficiencies in capacity.
  - (g) Minimize the visibility of parking, storage or other outdoor service areas viewed from public ways or premises residentially used or zoned.
  - (h) Minimize glare from headlights through plantings or other screening. Minimize lighting intrusion onto other properties and public ways with proper arrangement and shielding, while providing for security and public safety.

- (j) Minimize lighting intrusion onto other properties and public ways with proper arrangement and shielding, while providing for security and public safety.
  - (k) Minimize departure from the character and scale of buildings in the vicinity, as viewed from public ways. Architectural style shall be in harmony with the prevailing character of the neighborhood to the maximum extent feasible as required in § 218-24B, Promotion of harmonious development.
  - (l) Prevent contamination of groundwater from on-site wastewater disposal systems [must meet requirements of Title 5 of the State Environmental Code (310 CMR 15.000 et seq.) and applicable Board of Health regulations, as they may be amended]. Contamination also shall be prevented from operations on the premises involving the use, storage, handling, transport or containment of toxic or hazardous substances as defined in § 218-30B and regulations of the Department of Environmental Protection and the U.S. Environmental Protection Agency, as they may be amended.
  - (m) Demonstrate that an adequate water supply is available and that there shall be no significant impact to groundwater levels. Groundwater recharge shall be provided for throughout the development, and impervious surfaces shall be kept to a minimum.
  - (n) Demonstrate that there shall be no excessive demands on local infrastructure and the ability of the Town to provide services to the development.
- (2) Any new building construction or other site alteration shall be designed so as to provide adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage consistent with the requirements of the site plan review regulations.
  - (3) Three copies of the site plan approved by the Planning Board shall be submitted to the Board for endorsement. No building permit shall be issued and construction shall not commence prior to endorsement of the approved site plan. One copy of the endorsed plan shall be transmitted to the Building Commissioner by the Planning Board.
- I. Performance bond. The Planning Board shall be authorized to require that an applicant post a performance bond, or any other form of surety acceptable to the Board, as part of the site plan review application process. The bond shall also include such sum as may be required to ensure that any temporary structures are removed prior to issuance of a temporary or final occupancy permit. The Planning Board may specify this requirement in regulations written pursuant to Subsection K below.
  - J. Lapse. Site plan approval shall lapse after two years from the grant thereof if a substantial use thereof has not sooner commenced except for good cause. Such

approval may, for good cause, be extended in writing by the Planning Board upon the written request of the applicant.

- K. Regulations. The Planning Board may adopt and from time to time amend reasonable regulations for the administration of these site plan requirements.
- L. Consultant review fees.
  - (1) Minor Site Plan Review - Every application for site plan approval shall be accompanied by the fee specified in Chapter 381 of the Code of the Town of Groton, Part 3, Fees.
  - (2) Major Site Plan Review - The Planning Board shall be authorized to impose reasonable fees for the employment of outside consultants in accordance with the requirements and provisions of MGL C. 44, § 53G, and as specified in Chapter 381, Part 3, Fees.

Filed with the Town Clerk:

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Town Clerk

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Date

**ARTICLE 32 - PROPOSED ZONING AMENDMENT**  
**SECTION 218-33C TEMPORARY PERMITS & SECTION 218-16 ACCESSORY USE**  
**Filed with the Town Clerk on April 8, 2015**

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

Amend Section 218-33C Temporary Permits by deleting Section 218-33 Temporary Permits in its entirety:

- C. Temporary permits. The Board of Appeals may grant a special permit for a temporary building or use, limited to one year at a time and not to exceed a total of three years after use or construction has commenced, for use of buildings incidental to building operations and for signs as provided in this chapter,<sup>1</sup> if in each case the Board finds that the granting of such a temporary building or use will not be injurious to persons or to adjacent property and that the use is in harmony with the general purpose and intent of the chapter. In any such case, the applicant shall file with the Building Inspector a bond in such sum as may be required by the Board of Appeals, together with a bill of sale or other documented assurances to the Town, effective in case any use, building or structure is not removed prior to the expiration of the permit.

And by inserting a new Section 218-16 Accessory Use, subsection E Temporary Permits, as follows:

- E. Temporary permits - A trailer or mobile home may be used on any lot as provided below:
- 1) The owner or occupier of a residence which has been destroyed by fire or natural disaster may place a mobile home on the site of such residence and may, by right, reside in such mobile home for a period not to exceed twelve months while the residence is being repaired or reconstructed. Any such mobile home shall be subject to the provisions of the State Sanitary Code.
  - 2) The tenant of a commercial place of business which has been destroyed by fire or natural disaster may place a trailer on the site of such place of business and may, by right, occupy such trailer for a period not to exceed twelve months while the business premises are being repaired or reconstructed. Any such trailer shall be subject to the provisions of the Board of Health.

1. Editor's Note: For current sign provisions, see Ch. 196, Signs.

- 3) A trailer may be used for a construction site office on a temporary basis and shall be subject to the provisions of § 218-25, Site plan review. Such trailer shall be removed upon completion of the construction project. The applicant shall file with the Town Treasurer a bond in such sum as may be required or other documented assurances to the Town, effective in case such structure is not removed prior to the expiration of the building permit for the temporary structure.
- 4) A trailer may be used for a non-residential use such as temporary offices, retail store, portable classrooms on a temporary basis. Such trailers shall be limited to one year at a time and not to exceed a total of three years after use has commenced and shall be subject to the provisions of § 218-25, Site plan review. The applicant shall file with the Town Treasurer a bond in such sum as may be required or other documented assurances to the Town, effective in case such structure is not removed prior to the expiration of the building permit for the temporary structure.

Filed with the Town Clerk:

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Town Clerk

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Date



## Groton Town Meeting Amendment Work Sheet

Select one sections **ONLY** by marking the box.  
Please print neatly and cross through all words that do not apply.

☐

**I move to amend the** {main motion | amendment}

by striking the words \_\_\_\_\_

\_\_\_\_\_

and by substituting the words \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐

**I move to amend the** {main motion | amendment}

by striking in its entirety {Section | Paragraph} # \_\_\_\_\_

and by substituting in its place the following: {Section | Paragraph} # \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐

**I move to amend the** {main motion | amendment}

by adding the following {words | sentence | paragraph} \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

after the words \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name (printed): \_\_\_\_\_ Signature: \_\_\_\_\_

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

*See instructions and information on reverse*

## Continuation


### Instructions for using this form:

- ☐ Neatly print all information.
- ☐ Select the shaded section to be used by marking the check box.
- ☐ In the selected section, cross through all words that are not to be part of the amendment.
- ☐ Fill in the identification information and signature at the bottom of the form.
- ☐ Request to be recognized by the Moderator and then move the amendment by reading the completed form.
- ☐ Present the completed and signed form to the Moderator.

From the *Groton Town Meeting Procedures* booklet:

### Amendments

If a voter wished to change a motion in some fashion, the procedure is to amend the motion. All motions to amend must be in writing and must state exactly how the voter wishes to change the motion so that the Moderator can know exactly what it is the voter wants to do before ruling on the motion or putting it to a vote. A voter who wishes to amend a *main motion* must have the amendment in writing and available to hand to the Moderator *before* rising to offer the amendment. The Moderator may refuse to put to the Meeting an amendment which is not immediately available in writing – the Moderator also will rule out of order an motion to amend which changes the original motion so drastically that, in the Moderator’s opinion, the motion is no longer within the “four corners” of the article.

An amendment may consist of adding, deleting, or substituting words in the motion. It may take the form of a “motion to substitute”: a different motion. Sometimes a speaker tries to amend “the article,” but this is improper language. It is the motion on the floor, not the article on the Warrant, that is to be amended.

A motion to amend requires only a majority vote, even though the motion to be amended may require two-thirds or more for final passage.

### General Information:

- ☐ An amendment may be made to modify either the main motion already on the floor or another amendment that has been previously moved.
- ☐ All motions to amend must be presented to the Moderator in writing.
- ☐ All amendment must keep the amended motion within the general scope of the originally posted warrant article. This is referred to as “within the four corners” of the article.
- ☐ Town counsel may be asked to review an amendment and present an opinion on the legality of the amendment prior to being accepted by the Moderator for consideration by town meeting.
- ☐ Amendments should (if possible) be carefully written and reviewed prior to town meeting.
- ☐ **It is strongly recommended that the Moderator be made aware of the intention to present an amendment well before the start of Town Meeting or as soon as possible within Town Meeting.**