

Town of Groton



2020 Spring Town Meeting Packet

June 13, 2020

**SPRING TOWN MEETING
MOTIONS
JUNE 13, 2020**

ARTICLE 1: HEAR REPORTS

Mover: Rebecca Pine

MOTION: I move that the Town's 2019 Annual Report be accepted and placed in the permanent records of the Town.

Quantum of Town Meeting Vote: Majority

Scheduled to Give Reports: None at this time.

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

Mover: Alison Manugian

MOTION: I move that the following compensation be set for the following elected officials for the ensuing year:

Town Clerk	\$91,748
Town Moderator	\$ 65

Quantum of Town Meeting Vote: Majority

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

Mover: Joshua Degen

MOTION: I move that the Town of Groton Wage and Classification Schedule be amended and adopted for Fiscal Year 2021 as printed in Appendix B of the Warrant for the 2020 Spring Town Meeting.

Quantum of Town Meeting Vote: Majority

ARTICLE 4: FISCAL YEAR 2021 ANNUAL OPERATING BUDGET

CONSENT MOTION ON THE BUDGET

Mover: Bud Robertson

I move that the town take affirmative action on Motion 1 through Motion 13, under Article 4, as set forth in the Town Meeting Information Handout for this Meeting, without debate and in accordance with the action proposed under each motion, provided however that if any voter requests the right to debate a specific budget motion, then said motion shall be debated and voted upon separately.

MOTION 1: GENERAL GOVERNMENT

MOTION: I move that Two Million One Hundred Thirty Three Thousand Four Hundred Eighteen Dollars (\$2,133,418) be hereby appropriated for General Government as represented by lines 1000 through 1182 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$15,500 be transferred from the Excess and Deficiency Fund (Free Cash) and the sum of \$2,117,918 be raised from the Fiscal Year 2021 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 2: LAND USE DEPARTMENTS

MOTION: I move that Four Hundred Forty Eight Thousand Fifty Five Dollars (\$448,055) be hereby appropriated for Land Use Departments as represented by lines 1200 through 1281 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$6,056 be transferred from the Excess and Deficiency Fund (Free Cash) and the sum of \$441,999 be raised from the Fiscal Year 2021 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 3: PROTECTION OF PERSONS & PROPERTY

MOTION: I move that Four Million Three Hundred Sixty Nine Thousand Four Hundred Twenty-Seven Dollars (\$4,369,427) be appropriated for Protection of Persons and Property as represented by lines 1300 through 1372 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$300,000 be appropriated from Fire & Emergency Medical Services Receipts Reserved and the sum of \$4,069,427 be raised from the Fiscal Year 2021 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 4: SCHOOLS

a.) Nashoba Valley Regional Technical High School

MOTION: I move that the sum of Six Hundred Eighty-Eight Thousand Two Hundred Seventy-Three Dollars (\$688,273) be raised and appropriated from the Fiscal Year 2021 Tax Levy and other general revenues of the Town for the Nashoba Valley Regional Technical High School as represented by line 1400 in Appendix A of the Warrant.

Quantum of Town Meeting Vote: Majority

b.) Groton Dunstable Regional School District

MOTION A: I move that the sum of Twenty-Two Million, Seven Hundred Twenty-Seven Thousand, Two Hundred Thirty-Nine Dollars (\$22,727,239) be hereby raised and appropriated from the Fiscal Year 2021 Tax Levy and other general revenues of the Town for the Groton Dunstable Regional School District as represented by lines 1410 through 1413 as shown in Appendix A of the Warrant.

Quantum of Town Meeting Vote: Majority

MOTION B: I move that the sum of Two Hundred Sixty-Five Thousand, One Hundred Seventy-Two Dollars (\$265,172) be hereby transferred from the Groton Dunstable Regional School District Capital Stabilization Fund to the Groton Dunstable Regional School District to pay for the capital assessment from said School District as represented by line 1414 in Appendix A of the Warrant.

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

MOTION 5: DEPARTMENT OF PUBLIC WORKS

MOTION: I move that Two Million Two Hundred Fifty-Four Thousand Eight Hundred Fifty-Three Dollars (\$2,254,853) be hereby appropriated for the Department of Public Works as represented by lines 1500 through 1561 as shown in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, \$2,768 be transferred from the Excess and Deficiency Fund (Free Cash) and \$2,252,085 be raised from the Fiscal Year 2021 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 6: LIBRARY AND CITIZEN'S SERVICES

MOTION: I move that the sum of One Million Seven Hundred Nineteen Thousand Six Hundred Fifty Dollars (\$1,719,650) be hereby appropriated for Library and Citizen's Services as represented by lines 1600 through 1703 as shown in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$4,099 be transferred from the Excess and Deficiency Fund (Free Cash) and \$1,715,551 be raised from the Fiscal Year 2021 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 7: DEBT SERVICE

MOTION: I move that One Million Eight Hundred Nineteen Thousand Eight Hundred Twenty-Six Dollars (\$1,819,826) be hereby appropriated for Debt Service as represented by lines 2000 through 2007 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation the sum of \$91,574 be transferred from the Excess and Deficiency Fund (Free Cash) and the sum of \$1,728,252 be raised from the Fiscal Year 2021 Tax Levy and other general revenues of the Town.

Quantum of Town Meeting Vote: Majority

MOTION 8: EMPLOYEE BENEFITS

MOTION: I move that the sum of Three Million Nine Hundred Sixty-Six Thousand Three Hundred Sixty-Nine Dollars (\$3,966,369) be raised and appropriated from the Fiscal Year 2021 Tax Levy and other general revenues of the Town for Employee Benefits as represented by lines 3000, 3002, 3010, 3011 and 3012 in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted.

Quantum of Town Meeting Vote: Majority

MOTION 9: WATER ENTERPRISE

MOTION: I move that One Million Three Hundred Eighty-Eight Thousand Nine Hundred Sixteen Dollars (\$1,388,916) be appropriated to be spent by the Groton Water Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town of the Groton Water Enterprise Fund as represented in the Water Enterprise Budget in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted.; and to meet this appropriation, the sum of \$1,222,663 be appropriated from Water Rates and Fees and the sum of \$166,253 in the Town's General Fund Operating Budget be raised and appropriated to be allocated to the Water Enterprise for FY 2021.

Quantum of Town Meeting Vote: Majority

MOTION 10: SEWER ENTERPRISE

MOTION: I move that Seven Hundred Sixty-Three Thousand Three Hundred Dollars (\$763,300) be appropriated to be spent by the Groton Sewer Commission to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town for the Groton Sewer Enterprise Fund as represented in Appendix A of the Warrant; each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$734,319 be appropriated from Sewer Rates and Fees and, and the sum of \$28,981 be raised and appropriated in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2021.

Quantum of Town Meeting Vote: Majority

MOTION 11: LOCAL ACCESS CABLE ENTERPRISE

MOTION: I move that Two Hundred Fourteen Thousand Eight Hundred Four Dollars (\$214,804) be hereby appropriated to be spent by the Cable Access Commission to defray all operating expenses and any reimbursements to the Town of the Local Access Cable Enterprise Fund as shown in Appendix A of the Warrant report; each line item to be considered as a separate appropriation for the purposes voted and to meet this appropriation, the sum of \$27,554 be hereby transferred from the Local Cable Access Excess and Deficiency, the sum of \$126,220 be appropriated from Local Access Cable Fees and the sum of \$61,030 be raised and appropriated in the General Fund Operating Budget to be allocated to the Local Access Cable Enterprise for Fiscal Year 2021.

Quantum of Town Meeting Vote: Majority

MOTION 12: FOUR CORNERS SEWER ENTERPRISE-

MOTION: I move that the amount of \$32,805 be appropriated for a Fiscal Year 2021 Budget for the Four Corners Sewer Enterprise as shown in Appendix A of the Warrant report each line item to be considered as a separate appropriation for the purposes voted; and to meet this appropriation, the sum of \$16,900 be hereby transferred from Four Corners Sewer Enterprise Excess and Deficiency and the sum of \$15,905 be appropriated from Four Corners Sewer Rates and Fees.

Quantum of Town Meeting Vote: Majority

MOTION 13: ELECTRIC LIGHT

MOTION: I move that the income from sales of electricity to private customers or for electricity supplied to municipal buildings, together with receipts from jobbing accounts, be appropriated for the Groton Electric Light Department, the whole to be expended by the Manager of the Groton Electric Light Department under the direction and control of the Groton Board of Electric Light Commissioners, for expenses of the Department for Fiscal Year 2021, as defined in Section 57 of Chapter 164 of the Mass. General Laws, and that, if said sum and said income shall exceed said expense for said year, such excess shall be transferred to the construction fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Board of Electric Light Commissioners.

Quantum of Town Meeting Vote: Majority

ARTICLE 5: APPROPRIATE FUNDING FOR OPEB TRUST

Mover: John Reilly

MOTION: I move that the sum of One Hundred Seventy Seven Thousand and Ninety Four Dollars (\$177,094), be transferred from the Excess and Deficiency Fund (Free Cash) 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.

ARTICLE 6: FISCAL YEAR 2021 CAPITAL BUDGET**Mover: Joshua Degen**

MOTION: I move that the sum of Four Hundred Fifty Thousand One Hundred Dollars (\$450,100) be appropriated, to be expended by the Town Manager, for the following capital items and to meet this appropriation, the sum of \$325,000 be transferred from the Emergency Medical Services Receipts Reserved for Appropriation and the sum of \$125,100 be transferred from the Capital Stabilization Fund:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
Ambulance 2 Replacement	\$325,000	Fire/EMS
Dump Truck	\$ 40,000	Highway
IT Infrastructure	\$ 40,000	Town Facilities
Tractor Trailer Unit	\$ 40,000	Transfer Station
Triplex – Greens Mower	\$ 5,100	Country Club
Total	\$450,100	

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

ARTICLE 7: STORMWATER ENTERPRISE FUND**Mover: John Giger**

MOTION: I move that Groton Bylaws be hereby amended to add Section 154-2, and Section 154-5 to establish a Stormwater Facilities Utility Enterprise Fund as printed in Warrant for the 2020 Spring Town Meeting and that the provisions of Chapter 44, Section 53F½ of the Massachusetts General Laws be accepted for this Enterprise Fund, in order to authorize establishment of an Enterprise Fund known as the "Stormwater Facilities Utility Enterprise Fund" for the Groton Stormwater Facilities Utility, effective in Fiscal Year 2021.

Quantum of Town Meeting Vote: Majority

ARTICLE 8: CPA FUNDING RECOMMENDATIONS**MOTION 1: Affordable Housing Coordinator****Mover: Bruce Easom**

I move that pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of Fifty-One Thousand Three Hundred Eighty-Five Dollars be appropriated (\$51,385) from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2021-01 "Affordable Housing Coordinator".

Quantum of Town Meeting Vote: Majority

MOTION 2: Prescott School – Phase III

Mover: Bruce Easom

I move that pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of One Hundred and Nineteen Thousand Dollars (\$119,000) be appropriated from the Community Preservation Fund Historic Resource Reserve and the sum of Six Thousand Dollars (\$6,000) be appropriated from the Community Preservation Fund Unallocated Reserve, for a total of \$125,000, to fund Community Preservation Application 2021-02 “Prescott School – Phase III”.

Quantum of Town Meeting Vote: Majority

ARTICLE 9: AMEND ZONING BYLAW – BYLAW CODIFICATION

Mover: Russell Burke

MOTION: I move that the Code of the Town of Groton, Chapter 218 Zoning be recodified according to the Table of Contents as printed in the Warrant for the 2020 Spring Town Meeting.

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

ARTICLE 10: ACCEPT AMELIA WAY AS A PUBLIC WAY

Mover: John Reilly

MOTION: I move that Amelia Way be accepted as a public way, as recommended by the Planning Board and laid out by the Select Board and as shown on a plan entitled “Amelia Way Street Acceptance Plan in Groton, Massachusetts,” prepared by Hannigan Engineering, Inc., Leominster, MA for Grand Coast Capital Group, Hingham, Massachusetts, dated January 16, 2018, and on file with the Town Clerk; and that the Select Board be authorized to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way.

Quantum of Town Meeting Vote: Majority

CONSENT AGENDA: ARTICLES 11 through 20

Mover: Alison Manugian

MOTION: I move that the Town vote to combine for consideration Articles 11, 12, 13, 14, 15, 16, 17, 18, 19 and 20 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles as set forth in the motions in the Town Meeting Information Handout, without debate and in accordance with the action proposed under each motion, 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

ARTICLE 11: APPROPRIATE MONEY TO OFFSET SNOW AND ICE DEFICIT

MOTION: I move that Article 11 be indefinitely postponed.

ARTICLE 12: APPROPRIATION TO FUND TOWN FOREST EXPENSES

MOTION: I move that the sum of Five Thousand Dollars (\$5,000) be appropriated from Receipts Reserved for the Town Forest, to Town Forest Expenses.

ARTICLE 13: TRANSFER WITHIN CENTER SEWER ENTERPRISE FUND

MOTION: I move that the sum of One Hundred thousand Dollars (\$100,000) be transferred from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2020 Center Sewer Enterprise Department Budget.

ARTICLE 14: TRANSFER WITHIN FOUR CORNERS SEWER ENTERPRISE FUND

MOTION: I move that the sum of Fifteen Thousand Dollars (\$15,000) be transferred from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2020 Four Corners Sewer Enterprise Department Budget.

ARTICLE 15: TRANSFER WITHIN CABLE ENTERPRISE FUND

MOTION: I move that the sum of Ten Thousand Dollars (\$10,000) be transferred from the Cable Enterprise Fund Surplus to the Fiscal Year 2020 Cable Enterprise Department Budget.

ARTICLE 16: PRIOR YEAR BILLS

MOTION: I move that the sum of \$256 be transferred from the Excess and Deficiency Fund (Free Cash) for the payment of the following bills of a prior fiscal year:

AppGeo	\$110
Groton Herald	<u>\$146</u>
Total	\$256

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

ARTICLE 17: DEBT SERVICE FOR SURRENDEN FARMS

MOTION: I move that, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of Ninety Thousand Dollars (\$90,000) be appropriated from the Community Preservation Fund Open Space Reserve and the sum of Three Hundred Ninety Two Thousand Eight Hundred Ninety One Dollars (\$392,891) be appropriated from the Community Preservation Fund Unallocated Reserve, for a total of \$482,891 to fund the Surrenden Farm debt service for Fiscal Year 2021.

ARTICLE 18: ESTABLISHING LIMITS FOR THE VARIOUS REVOLVING FUNDS

MOTION: I move that pursuant to the provisions of G.L. chapter 44 section 53E ½ and the Revolving Fund Bylaw, the FY 2021 spending limits for the various revolving funds be set as follows:

Program or Purpose	FY 2021 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Boat Excise Tax Fund	\$ 5,000
Transfer Station Glass	\$10,000
Senior Center Fitness Equipment	\$10,000

ARTICLE 19: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTIONS

MOTION: I move that the provisions of Massachusetts General Laws Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, be hereby accepted for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 22F, 22G, 37, 37A, 41, 41B, 41C, 41C½, 42, 43, 56 or 57 of G.L. c. 59, §5.

ARTICLE 20: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5, CLAUSE 22F

MOTION: I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 59, §5, last paragraph/sub-clause of clause 23 be accepted, which clause, for clauses 22, 22A, 22B, 22C, 22D, 22E and 22F of section 5, allows the Town to reduce from five consecutive years to one year the residency requirement for, making certain veterans and their surviving spouses or parents, eligible for the property tax exemptions of said clauses 22 through 22F under Massachusetts General Laws.

ARTICLE 4 - TOWN BUDGET



GROTON
— Massachusetts



Fiscal Year 2021

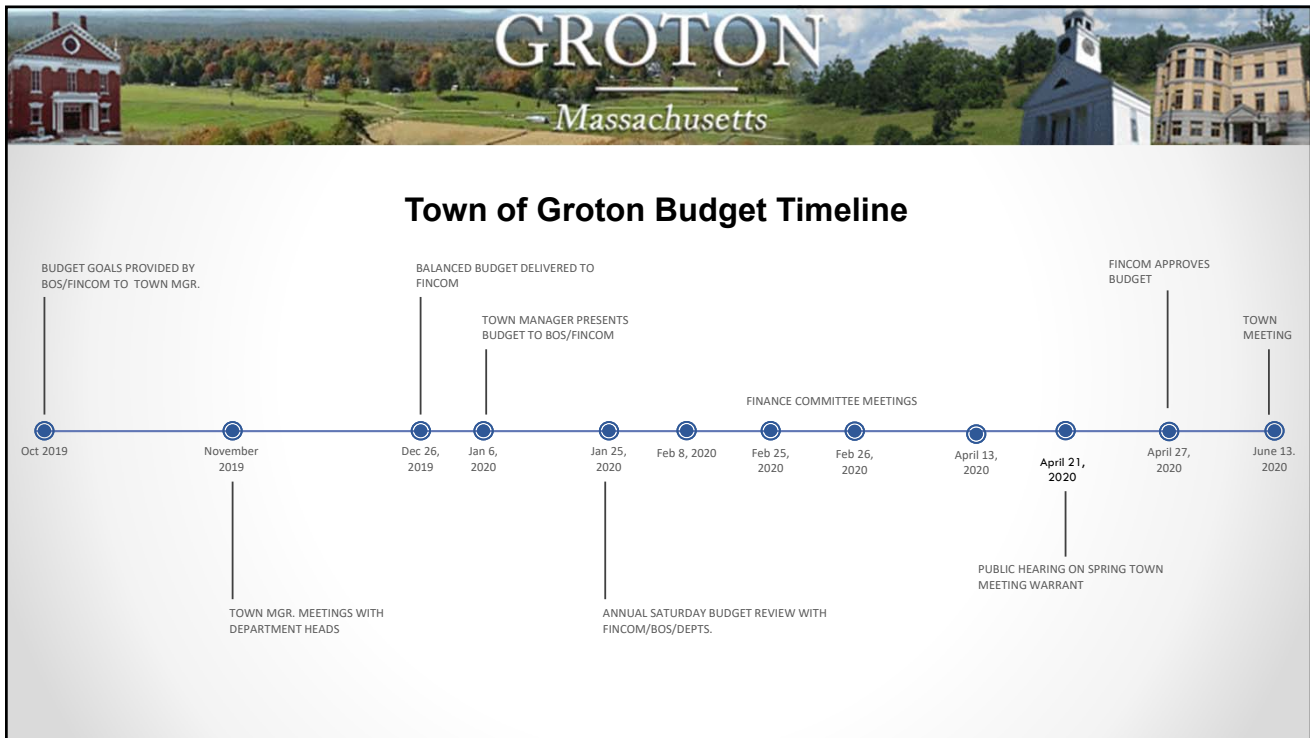
Town Meeting Budget Presentation

Bud Robertson - Finance Committee Chairman



GROTON
— Massachusetts

- Budget Process
- Budgetary Goals and Guidance
- Expenditures
- Revenues
- Budget Drivers
- 2021 Tax Rate Calculation



GROTON
- Massachusetts

General Budgetary Goals

- Ensure sound financial condition: Cash, Budgetary, Long-Term, and Service Level Solvency, Public Confidence
- Maintain flexibility to respond to changes in economic conditions or required services
- Ongoing costs funded by ongoing revenue
- Avoid balancing current expenditures at expense of meeting future needs
- Debt: Do not bond projects that can be funded by Capital Stabilization Fund
- Debt: Maintain debt service of 3% to 5% of the town's current annual budget

Operating Budget Goals

- Maintain Stabilization Fund balance of at least 5% of current annual budget
- Maintain Capital Stabilization Fund balance of at least 1.5% of current annual budget
- Maintain Reserve Fund equal to ~1% of general fund appropriations

Fund OPEB Trust Fund with amount equal to current liabilities and begin to pay down future liabilities

- Town enterprises fund required contributions via rate structures

Other Budget Goals

- Conservation Fund balance of at least 2% of current annual budget
- Community Preservation Funds used to guarantee payment of current debt prior to approving new projects
- Community Preservation Funds used for payment of debt shall be no more than 75% of CPA receipts
- Special (Gifts, Grants, and Trusts) and Enterprise funds managed to assure fund solvency



2021 Budget Guidance

1. The Town Manager shall provide two budgets to the Finance Committee and the Select Board.
2. The first budget shall be a level services budget that continues to provide the same services that the Town currently receives.
3. The second budget shall be a balanced budget that does not require an override of Proposition 2½. Any deficit in the level services budget shall be offset by equal reductions to the Municipal Budget and Groton Dunstable Regional School District Operational Assessment.
4. There shall be no new benefited positions proposed.



	Town Manager's Proposed Budget	Finance Committee's Proposed Budget
Date	12/26/19	Town Meeting (06/13/20)
Municipal Operating Budget (Excluding Debt)	\$15,076,601	\$15,068,866
Increase (\$)	\$208,568	\$200,833
Increase (%)	1.40%	1.35%
Notes		Includes: <ul style="list-style-type: none"> • Eliminates Funding for Lifeguards at Sargisson Beach. • Does not include schools or debt



<u>Category</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,107,704	\$ 2,133,418	\$ 25,714	1.22%
Land Use	\$ 450,361	\$ 448,055	\$ (2,306)	-0.51%
Protection of Persons and Property	\$ 4,362,042	\$ 4,369,427	\$ 7,385	0.17%
Department of Public Works	\$ 2,237,722	\$ 2,254,853	\$ 17,131	0.77%
Library and Citizen Services	\$ 1,674,098	\$ 1,719,650	\$ 45,552	2.72%
Employee Benefits	\$ 4,036,106	\$ 4,143,463	\$ 107,357	2.66%
Sub-Total	\$ 14,868,033	\$ 15,068,866	\$ 200,833	1.35%
Debt Service - Excluded	\$ 1,261,862	\$ 1,473,787	\$ 211,925	16.79%
Debt Service - In Levy Only	\$ 345,397	\$ 346,039	\$ 642	0.19%
Sub-Total - All Municipal	\$ 16,475,292	\$ 16,888,692	\$ 413,400	2.51%
Nashoba Tech	\$ 728,802	\$ 688,273	\$ (40,529)	-5.56%
Groton-Dunstable Operating	\$ 21,264,294	\$ 22,101,346	\$ 837,052	3.94%
Groton-Dunstable Excluded Debt	\$ 739,429	\$ 648,497	\$ (90,932)	-12.30%
Groton-Dunstable Debt	\$ 59,533	\$ 58,147	\$ (1,386)	-2.33%
Groton Dunstable Capital	\$ 479,011	\$ 423,926	\$ (55,085)	-11.50%
Sub-Total - Education	\$ 23,271,069	\$ 23,920,189	\$ 649,120	2.79%
Grand Total - Town Budget	\$ 39,746,361	\$ 40,808,881	\$ 1,062,520	2.67%



<u>Category</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
Municipal Wages	\$ 7,979,033	\$ 8,102,678	\$ 123,645	1.55%
Employee Benefits	\$ 4,036,106	\$ 4,143,463	\$ 107,357	2.66%
Sub-Total - Wages and Benefits	\$ 12,015,139	\$ 12,246,141	\$ 231,002	1.92%
Municipal Expenses	\$ 2,852,894	\$ 2,822,725	\$ (30,169)	-1.06%
Sub-Total -	\$ 14,868,033	\$ 15,068,866	\$ 200,833	1.35%
Debt Service - In-Levy Only	\$ 345,397	\$ 346,039	\$ 642	0.19%
Total - All Municipal	\$ 15,213,430	\$ 15,414,905	\$ 201,475	1.32%
Nashoba Tech	\$ 728,802	\$ 688,273	\$ (40,529)	-5.56%
Groton-Dunstable Operating	\$ 21,264,294	\$ 22,101,346	\$ 837,052	3.94%
Groton-Dunstable Debt	\$ 59,533	\$ 58,147	\$ (1,386)	-2.33%
Sub-Total - Education	\$ 22,052,629	\$ 22,847,766	\$ 795,137	3.61%
Total - Town Operating Budget	\$ 37,266,059	\$ 38,262,671	\$ 996,612	2.67%



Budget Drivers:

- Wages and Benefits
 - Third year of three-year collective bargaining agreements with 7 units
 - Moving incentive pay to one-time payments from base salary increases
- Debt Service
 - Stabilize in-levy debt service using E&D funds to pay down short term notes
 - First full year debt service for new Public Works Garage and Library Roof (excluded debt)
- School District Assessments
 - Insufficient state-matching funds growth
 - Unanticipated expenses (state mandates and out-of-district enrollments)
 - One-time use of E&D to offset FY2021 operating budget



Use of Free Cash (E&D) for Operating Expenses

- Town of Groton's approved financial policy:
 - **"Ongoing operating costs will be funded by ongoing operating revenue sources. This protects the Town from fluctuating service levels and avoids concern when one-time revenues are reduced or removed."**
- Offset of FY2021 District Assessment to Groton and Dunstable
 - Regional School Committee approved use of District E&D to reduce assessments
 - Resulted in reduction in assessment of \$618,160
 - This use did not reduce the Operating Budget of the District and will have to be restored through the Operating Assessment in FY 2022
- Finance Committee concerns:
 - Impact of COVID-19 on anticipated FY 2021 Revenues.
 - Original estimates reduced by over \$400,000. Actual impact will be unknown for several months.
 - ~~Potential for significant operating deficit going into FY2022 budgeting process~~



<u>Revenue Source</u>	<u>Actual FY 2020</u>	<u>Proposed FY 2021</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Property Tax**	\$ 31,652,779	\$ 32,904,529	\$ 1,251,750	3.95%
State Aid	\$ 971,581	\$ 971,581	\$ -	0.00%
Local Receipts	\$ 4,120,480	\$ 4,115,280	\$ (5,200)	-0.13%
Enterprise Fund Reimbursement for Benefits	\$ 236,288	\$ 256,254	\$ 19,966	8.45%
Free Cash	\$ 300,857	\$ 300,730	\$ (127)	100.00%
Other Available Funds	\$ 300,000	\$ 300,000	\$ -	0.00%
TOTAL	\$ 37,581,985	\$ 38,848,374	\$ 1,266,389	3.37%

**Includes 2½ percent increase allowed by law, \$10 million in new growth and \$279,639 in unexpended tax capacity from Fiscal Year 2020.



	<u>Actual FY 2020</u>	<u>Proposed FY 2021</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Levy Capacity Used*	\$ 31,652,779	\$ 32,585,269	\$ 932,490	2.95%
Tax Rate on Levy Capacity Used	\$ 16.31	\$ 16.71	\$ 0.40	2.45%
Average Tax Bill	\$ 8,025	\$ 8,221	\$ 197	2.45%
Excluded Debt	\$ 2,070,421	\$ 2,121,390	\$ 50,969	2.46%
Tax Rate on Excluded Debt	\$ 1.07	\$ 1.09	\$ 0.02	1.87%
Average Tax Bill	\$ 526	\$ 536	\$ 10	1.87%
Final Levy Used	\$ 33,723,200	\$ 34,706,659	\$ 983,459	2.92%
Final Tax Rate	\$ 17.38	\$ 17.80	\$ 0.42	2.42%
Average Tax Bill	\$ 8,551	\$ 8,758	\$ 207	2.42%

*The FY 2021 Levy Limit Used includes \$10 million in New Growth and is \$319,260 under the anticipated FY 2021 Levy Limit



The Finance Committee believes this process has been thorough leading to a budget that reflects the needs as well as the priorities of the Town of Groton and we recommend the adoption of this budget to those assembled here at Town Meeting

ARTICLE 7 - STORMWATER ENTERPRISE FUND



Proposed Storm Water Enterprise Fund



ARTICLE X - ADOPT MGL CH.44, SECT. 53 F ½: STORM WATER ENTERPRISE FUND:

To see if the Town will vote to accept the provisions of Chapter 44, Section 53F ½ of the Massachusetts General Laws, which would authorize establishment of an Enterprise Fund for the Groton Stormwater Utility, and further, effective in Fiscal Year 2021, beginning on July 1, 2020, by amending General Bylaw Chapter 154 – Illicit Discharges to Municipal Separate Storm Drain System...



Regulatory Background

- Phase 2 Stormwater Program
 - "Small MS4"
 - Discharges shall not cause or contribute to an exceedance of applicable water quality standards
- Reduce Pollution to the Maximum Extent Practicable
 - 6 Minimum Control Measures
- Water Quality Based Effluent Limitations and Requirements
 - Special Conditions for Bacteria and Phosphorus Impairments
 - Nashua River
 - James Brook



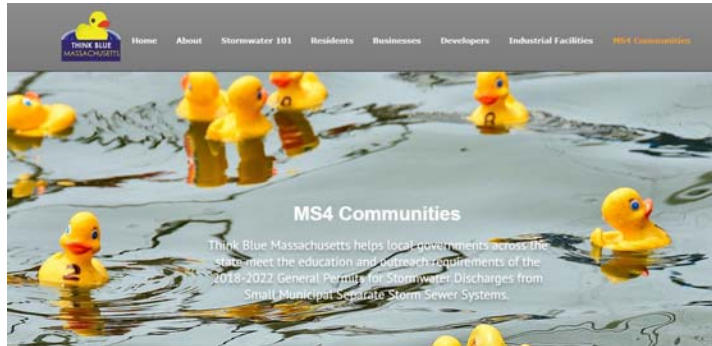
What is an MS4?

- Municipal Separate Storm Sewer System
- A conveyance or system of conveyances ...owned by a municipality that discharges to *waters of the U.S.* and is:
 - Designed or used for collecting or conveying stormwater (includes swales, ditches)



Funding Needs

- Regulatory Reporting
- Extensive Increase in Stormwater System O&M Costs
- Additional Equipment / Capital Purchases
- Water Quality Monitoring and Mitigation
- Staffing



So how are communities finding the resources ?

- Carving it out of their existing annual budget – winners / losers and tradeoffs
- Increasing their annual Public Works O&M budget
- Playing in the grant lottery
- Establishing a Stormwater Utility and User Fees



There are now between 1,500 – 2,000 Stormwater Utilities in the U.S.



Where are the Stormwater Utilities in New England?

More than 20 active stormwater utilities in NE:

- MA – Braintree, Chelmsford, Chicopee, Dracut, Fall River, Longmeadow, Milton, Newton, Northampton, Reading, Pepperell, and Westfield
- VT - Burlington, Colchester, South Burlington
- ME – Augusta, Bangor, Lewiston, and Portland
- CT - New London (January 1, 2019)



How does a Stormwater Utility work?

- Operates much like a sewer or drinking water utility; dedicated funding from rate revenue for operation, maintenance, and/or capital expenditures
- Residential Rates generally range from less than \$50/year to \$200/year
 - Reading \$40/year
 - Pepperell \$60/year
- In Groton, the rate is proposed to be based on the number of parcels with impervious cover (developed parcels)
- Approval at Town Meeting is required to adopt the Stormwater Utility Enterprise Fund.



Potential Stormwater Costs above Existing Costs

Outsourced Services						
Yearly Costs for MS4 and Drainage System Maintenance and Upgrades						
Years:	1	2	3	4	5	Total
Yearly Compliance Costs	\$ 100,000	\$ 100,000	\$ 70,000	\$ 50,000	\$ 50,000	
Capital Projects	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Catch Basin Cleaning	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Street Sweeping	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	
Vactor Truck*	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	
Disposal, Misc Expenses	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Payroll	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	
Subtotal	\$ 300,000	\$ 300,000	\$ 270,000	\$ 250,000	\$ 250,000	\$ 1,370,000
Reserve Fund 25%	\$ 75,000	\$ 75,000	\$ 67,500	\$ 62,500	\$ 62,500	
Grand Total	\$ 375,000	\$ 375,000	\$ 337,500	\$ 312,500	\$ 312,500	\$ 1,712,500
						Average:
Cost per parcel per year:	\$ 89	\$ 89	\$ 80	\$ 74	\$ 74	\$ 81

* \$400,000 @ 3.5% for 20 years



Reduced Costs from In-House Services

In-House Services						
Yearly Costs for MS4 and Drainage System Maintenance and Upgrades						
Years:	1	2	3	4	5	Total
Yearly Compliance Costs	\$ 80,000	\$ 80,000	\$ 50,000	\$ 50,000	\$ 50,000	
Capital Projects / Reserves	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Catch Basin Cleaning	--	--	--	--	--	
Street Sweeping	--	--	--	--	--	
Vactor Truck*	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	
Disposal, Misc Expenses	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Payroll	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	
Subtotal	\$ 215,000	\$ 215,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 985,000
Reserve Fund - with Capital Project Reserves	--	--	--	--	--	
Grand Total	\$ 215,000	\$ 215,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 985,000
						Average:
Cost per parcel per year:	\$ 51	\$ 51	\$ 44	\$ 44	\$ 44	\$ 47

* \$400,000 @ 3.5% for 20 years



Questions?



Article 8(2) - CPC Article - Prescott School Sprinkler System

ARTICLE 8B: PRESCOTT SCHOOL --PHASE III \$ 125,000

With an affirmative vote in support of Article 8(b), the Prescott School building will be:

1. Protected and Safe for the tenants and patrons who use the building.
2. Open again for programming for children under 18 years of age.
3. Available for expanded use on all three floors of the building.

Protection & Safety: The original Butler School, established in 1880 on this site, burned to the ground and was reestablished in 1926 as The Groton High School. The installation of a sprinkler system will assure that this will not happen again, no matter what the occupancy or use of the building will be. This building is listed on the Federal Register of Historic Places.

Children's Programming: When the lease of Prescott changed hands from the Groton Dunstable School District to Friends of Prescott in 2018, there was a change in building use, and with it, new associated fire code requirements. The current fire alarm system no longer meets code requirements to allow children on-site without their parents. To have children's classes and activities without parents on-site, the fire alarm system as well as the new sprinkler system must be updated. There is NO current sprinkler system!

Expanded Building Use: With a new fire alarm/sprinkler system, the 7,000 square foot top floor of the building, currently vacant, would become available for use and rental. The office spaces on that floor will become income-producing property for use by artists, small businesses, and other programs.

FREQUENTLY ASKED QUESTIONS:

1, How does the taxpayer benefit?

- The installation of the sprinkler and fire alarm system protects and enhances the value of the Prescott School building which is currently assessed at a value of \$1.8 million dollars.
- * Keeping this historic town building as an asset will give the Town flexibility in program and capital planning, allowing for short term or long term overflow of town services. Taxpayers who use the building will be protected by the sprinkler/alarm system and the Town's liability for their safety diminishes.

2, How does the Community benefit?

- Friends of Prescott and other programs located there will be able to offer programming for children. There is currently a shortage of space to address the large numbers of students needing after school and bi-weekly Friday afternoon care. In addition, there is an increased demand for vacation camps and summer programs. Professional tutoring and supplemental

educational programs plus teen social activities could be scheduled in the building.

- Current tenant, Friends of Prescott Inc. has created a track record of success with its Prescott School Community Center programming. Since 2017, Friends of Prescott has offered over 200 programs with over 1,500 registrations. The expanded children's programming and rental space will create more income that can be re-invested in maintenance and improvement to the building. Per the terms of the current lease, profits will be given back to the Town.

*Local artists and small businesses must now go to other towns to find affordable space, such as the Maynard Art Center, and the old mill building in Littleton. These groups could come "home" to Groton and support our economy here and help pay expenses for the building if the top floor was open for rentals.

3. What is the current condition of the building?

- To date, Friends of Prescott in partnership with the Select Board and the Town Manager, have secured voter support at three sequential town Meetings (2016, 2017, and 2018) for Community Preservation grants for fire safety and handicapped accessibility upgrades. These improvements have added value to the building

- The Prescott School building is structurally sound based on two previous engineering reports. In the past twenty years, the Prescott School has been upgraded with new windows, a new roof, a new oil tank and boiler conversion, a concrete ramp, and handicapped bathrooms on all floors. Recently, through volunteer efforts, tenant upgrades and investment by Friends of Prescott, multiple rooms have been repainted, radiators repaired, and floors refinished. The ground floor now boasts a common room with carpeting, a yoga/small group room, and an art/activity center, plus four new rental spaces.

4. What is the current partnership between the Town and Friends of Prescott?

- Recognizing that the Prescott School building is owned by the residents of the Town of Groton, a well-defined and collaborative partnership was established between Town Officials, including the Select Board, Town Manager, and the Friends of Prescott. In 2019, the Select Board approved the Friends of Prescott Business Plan and established the Prescott Oversight Committee. This Committee reviews the finances of the tenant and the improvements made to the building.

- According to the terms of the existing three-year lease, the Friends of Prescott will pay \$20,000 in rent, plus assume all operating costs of approximately \$100,000. Also, 50% of any net operating profits will be paid to the Town. With the addition of a sprinkler/alarm system, Prescott is projected to earn \$30,000-\$50,000 more income from leases, programs and sponsorships.

ARTICLE 9 - ZONING RECODIFICATION

2020 Spring Town Meeting

Recodification of the Zoning Bylaw, Chapter 218

Summary:

The Planning Board proposes to recodify the existing Zoning Bylaw to make it more user-friendly. The bylaw has been amended over the years, in an additive fashion. The grouping of certain provisions, and the overall organization of the bylaw, is disjointed and difficult to follow. The recodification organizes the existing bylaw in a more logical manner that will make it easier to find specific information. The recodification involves regrouping provisions into topical sections, and then renumbering the sections and subsections accordingly. There will be no changes to any of the existing provisions or requirements that are currently in effect, with two exceptions.* A copy of the proposed Zoning Bylaw recodification is available on the Town of Groton's website at: <https://www.grotonma.gov/>

**Exceptions:*

1. *Section 218-16D(5) will be deleted. This is the amnesty provision for pre-existing accessory apartments. This provision expired on July 1, 2006.*
2. *Section 218-16.2 will be deleted. This is the temporary moratorium on recreational marijuana. This provision expired in 2018 when the Town's Marijuana Establishments zoning bylaw was approved by the Attorney General.*

A copy of the proposed Table of Contents is attached.

Chapter 218

Zoning

[HISTORY: Adopted by the Town of Groton and amended through June 13, 2020 Annual Town Meeting, Art. 9. Subsequent amendments noted where applicable.]

GENERAL NON-ZONING REFERENCES

Planning Board — See Ch. **52**.

Earth removal — See Chs. **134** and **239**.

Flood damage prevention — See Ch. **141**.

Historic districts — See Ch. **153**.

Signs — See Ch. **196**.

Wetlands — See Ch. **215**.

Swimming pools — See Ch. **319**.

Board of Appeals — See Ch. **338**.

Subdivision of land — See Ch. **381**, Part **1**.

Site plan review regulations — See Ch. **381**, Part **5**.

Town Center Overlay District parking and design guidelines — See Ch. **381**, Part **8**.

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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.**