

MINUTES

TOWN OF GROTON



2017 SPRING TOWN MEETING

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

Beginning Monday, April 24, 2017 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

*THE BUDGET HANDOUT FOR ARTICLE 4 IS AVAILABLE
IN THE BACK OF THE WARRANT*



Town Meeting Access for Voters with Disabilities

Parking – Universally accessible parking spaces are available in the parking lot in front of the Groton Dunstable Middle School South. There is a ramp providing access from the parking lot to the front door of the Middle School.

Wheelchair Accessible & Companion Seating – Wheelchair spaces, seating for people with mobility issues and companion seats are available in the center aisle on both sides of the auditorium.

Sign Language – A Sign Language Interpreter will be provided for the hearing impaired, upon request, at least one week prior to the meeting.

Speaking at Town Meeting – There will be volunteers available to bring hand-held microphones to voters who have mobility issues or cannot stand in line and wait at the microphones.

Restrooms – Accessible restrooms are available near the entrance to the auditorium.

Transportation to Town Meeting - The Council on Aging van will be available to Groton residents attending Town Meetings at no charge. All riders will be at the meeting prior to the start. However, the van will depart the school at 10 PM regardless of the status of the meeting. The van is wheelchair accessible. Your reservation can be made by calling the Senior Center at 978-448-1170. Seats will be filled on a first come, first serve basis.

Questions or concerns - If you or a member of your household has questions or would like to request a sign language interpreter, please contact the Selectmen's Office at Town Hall at 978 448-1111 at least one week before the Town Meeting.

**SPRING TOWN MEETING MINUTES
APRIL 24, 2017**

Town Moderator:

Jason Kauppi

Deputy Moderator

Robert L. Gosselin, Sr.

Board of Selectmen:

Peter S. Cunningham
Joshua A. Degen, Vice-Chair
Anna Eliot
Jack G. Petropoulos, Chair
Barry A. Pease, Clerk

Finance Committee:

Lorraine Leonard
Gary Green, Chairman
Arthur Prest
Robert Hargraves, Vice-Chair
David Manugian
Bud Robertson

Town Manager:

Mark W. Haddad
Dawn Dunbar, Executive Assistant

Town Clerk:

Michael F. Bouchard

The meeting was called to order at 7:02 PM. Mr. Jason Kauppi presided as Moderator. 227 attendees were present at 7:02. Later in the first session of the meeting, 443 voters were in attendance.

Mr. Kauppi asked for a moment of silence in memory of recent passings in the Groton community.

Mr. Robert Johnson, Groton's Veterans Services Agent for 20 years, led the Meeting in a Pledge of Allegiance.

Mr. Kauppi announced logistics for the Memorial Day Parade.

Selectman Barry Pease announced the success of Groton's Destination Imagination team, winning a trip to the National tournament, and a "Go-Fund-Me" page to support the trip.

Mr. Manugian announced the availability of several versions of the Groton Charter with revisions to be discussed later in the Town Meeting.

Mr. Kauppi announced that the Annual Town Election would be held May 16, 2017 and a Candidates Night on May 4.

Town Manager Mark Haddad read a proclamation honoring retiring Selectman Peter Cunningham. Peter has served as a Selectmen for 21 years, and on numerous boards and committees, for a total service to the Town of 32 years. April 24, 2017 was proclaimed Peter S. Cunningham Day.

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Town Clerk Michael Bouchard administered the oath of office to Deputy Moderator Robert L. Gosselin, who was chosen by unanimous consent of the Meeting.

The Moderator deemed that the warrant was duly posted and asked for a motion to waive the reading of the warrant. The motion was passed by a majority vote.

A MOTION was offered to limit debate to three minutes, except for the main proponents and opponents of an article and at the discretion of the moderator.

Moved and Seconded

Quantum of vote: 2/3rds Majority

Vote: Passed by a 2/3 Majority

Mover: Michelle Collette

I move that debate be limited to three (3) minutes for each speaker, with the exception of the main proponent and opponent of each article, and at the discretion of the Moderator.

Moved and Seconded

Quantum of Town Meeting Vote Required: 2/3rds Majority

Vote on Motion to Limit Debate: Passed by 2/3rds Majority

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

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the twenty-fourth day of April, 2017 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the sixteenth day of May, 2017 at an adjourned session thereof to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for Two	Board of Selectmen	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for One	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton-Dunstable Regional School Committee	1 Year
Vote for One	Groton Electric Light Commission	3 Years
Vote for Two	Park Commission	3 Years
Vote for Two	Planning Board	3 Years
Vote for One	Sewer Commission	3 Years

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Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years

QUESTION 1:

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase land on Farmers Row owned by the Lawrence Homestead Trust to locate a new Senior Center?
 Yes ___ No ___

QUESTION 2:

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, or design and construction bidding, of a new Senior Center? Yes ___ No ___

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ARTICLE 1: HEAR REPORTS

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

BOARD OF SELECTMEN

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

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

Mover: John Petropoulos

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

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Report: Groton Dunstable Regional School Committee

Vote on Article 1 – Main Motion: Passed Unanimously

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

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To see if the Town will vote to allow the following compensation for the following elected officials: Town Clerk - \$ 80,689; Town Moderator - \$65; for the ensuing year, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

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

Mover: Anna Eliot

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

Town Clerk	\$80,689
Town Moderator	\$ 65

for the ensuing year.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 2 – Main Motion: Passed by Majority Vote

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2018 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This article proposes a wage adjustment of two (2%) percent for FY 2018 for the three (3) employees covered by the Personnel Bylaw. This follows the Supervisors' Union Contract which calls for a two (2%) percent wage adjustment in FY 2018 as well.*

Mover: Joshua Degen

MOTION: I move that the Town vote to amend and adopt for Fiscal Year 2018 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2017 Spring Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority
Vote on Article 3 – Main Motion: Passed by Majority Vote

ARTICLE 4: FISCAL YEAR 2018 ANNUAL OPERATING BUDGET

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for the next fiscal year (2018), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE
BOARD OF SELECTMEN
TOWN MANAGER**

Board of Selectmen: Recommended (4 In Favor, 1 Abstain – Petropoulos)
Finance Committee: Recommended Unanimously

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

MOTION 1: GENERAL GOVERNMENT Mover: Bud Robertson

I move that the Town vote to raise and appropriate the sum of \$1,946,980 for General Government as represented by lines 1000 through 1182 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Robertson presented an overview of the entire budget, the Town’s budgeting process and an outlook for the next five years.

Vote on Article 4 – Motion 1 General Government: Passed by Unanimous Vote

MOTION 2: LAND USE DEPARTMENTS Mover: David Manugian

I move that the Town vote to raise and appropriate the sum of \$434,948 for Land Use Departments as represented by lines 1200 through 1281 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 2 Land Use Departments: Passed by Unanimous Vote

MOTION 3: PROTECTION OF PERSONS & PROPERTY Mover: Art Prest

I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$225,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$3,547,214 for a total of \$3,772,214 for Protection of Persons and Property as represented by lines 1300 through 1372 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 3 Protection of Persons and Property:
Passed by Unanimous Vote**

MOTION 4: SCHOOLS Mover: Robert Hargraves

a.) Nashoba Valley Regional Technical High School

I move that the Town vote to raise and appropriate the sum of \$607,520 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- The Superintendent of the NVRTHS was present and available to answer questions. No questions were presented.

**Vote on Article 4 – Motion 4a. Nashoba Valley Regional Technical High School :
Passed by Unanimous Vote**

b.) Groton Dunstable Regional School District

MOTION: I move that the Town vote to raise and appropriate the sum of \$20,175,864 for the Groton Dunstable Regional School District for the purposes of Lines 1410 through 1413 in the budget, and as further outlined in the Fiscal Year 2018 budget portion of the Information Packet distributed to voters for this Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Jeff Kubick, Chair GDRSC, presented the budget

**Vote on Article 4 – Motion 4b. Groton Dunstable Regional School District:
Passed by Unanimous Vote**

MOTION 5: DEPARTMENT OF PUBLIC WORKS

Mover: David Manugian

I move that the Town vote to raise and appropriate the sum of \$2,136,809 for the Department of Public Works as represented by lines 1500 through 1561 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 5 DEPARTMENT OF PUBLIC WORKS:
Passed by Unanimous Vote**

MOTION 6: LIBRARY AND CITIZEN'S SERVICES

Mover: Lorraine Leonard

I move that the Town vote to raise and appropriate the sum of \$1,595,272 for Library and Citizen's Services as represented by lines 1600 through 1703 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 6 LIBRARY AND CITIZEN'S SERVICES:
Passed by Unanimous Vote**

MOTION 7: DEBT SERVICE

Mover: Lorraine Leonard

I move that the Town vote to appropriate from the Excess and Deficiency Fund (Free Cash) the sum of \$132,300 and to raise and appropriate the sum of \$1,332,019 for a total of \$1,464,319 for Debt Service as represented by lines 2000 through 2007 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 7 DEBT SERVICE: Passed by Unanimous Vote

MOTION 8: EMPLOYEE BENEFITS

Mover: Lorraine Leonard

I move that the Town vote to raise and appropriate the sum of \$3,842,510 for Employee Benefits as represented by lines 3000 through 3012 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 8 EMPLOYEE BENEFITS: Passed by Majority Vote

MOTION 9: WATER ENTERPRISE

Mover: Art Prest

I move that the Town vote to appropriate from Water Rates and Fees the sum of \$972,365 to the Water Enterprise Fund and to raise and appropriate the sum of \$159,571 in the General Fund Operating Budget to be allocated to the Water Enterprise for Fiscal Year 2018, for a total Water Enterprise budget of \$1,131,936 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- It was asked to explain why this was an increase of 7%. Mr. Gmeiner, Water Commissioner, explained this was a reflection of well upgrade costs and increases in general operating expenses.

Vote on Article 4 – Motion 9 WATER ENTERPRISE: Passed by Majority Vote

MOTION 10: SEWER ENTERPRISE

Mover: Art Prest

I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$50,903, appropriate from Sewer Rates and Fees the sum of \$620,948 and to raise and appropriate the sum of \$27,989 in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2018, for a total Sewer Enterprise budget of \$699,840 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 10 SEWER ENTERPRISE: Passed by Majority Vote

MOTION 11: LOCAL ACCESS CABLE ENTERPRISE

Mover: Jon Sjoberg

I move that the Town vote to appropriate from Local Access Cable Fees the sum of \$153,065 and to raise and appropriate the sum of \$53,389 in the General Fund Operating Budget to be allocated to the Local Access Cable Enterprise for Fiscal Year 2018 for a total budget of \$206,454 to defray all operating expenses and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 11 LOCAL ACCESS CABLE ENTERPRISE:
Passed by Unanimous Vote**

MOTION 12: ELECTRIC LIGHT

Mover: Jon Sjoberg

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 Year 2018 for the Groton Electric Light Department; the whole to be expended by the Manager of that department under the direction and control of the Board of Electric Light Commissioners for the expenses of the ensuing fiscal year as defined in Section 57 of Chapter 164 of the General Laws of the Commonwealth. The total fund to be appropriated is -0-.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 11 LOCAL ACCESS CABLE ENTERPRISE:

Passed by Unanimous Vote

END OF BUDGET MOTIONS

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ARTICLE 5: APPROPRIATE FY 2018 CONTRIBUTION TO THE OPEB TRUST

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to 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, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

Board of Selectmen: Recommended (3 In Favor, 2 Against – Degen, Petropoulos)
Finance Committee: Recommended Unanimously

Summary: *The purpose of this article is to fund the Town’s OPEB Liability. The Town will be appropriating the amount necessary to cover retirees’ health insurance in Fiscal Year 2018. That expense will be paid directly out of the Trust. It is estimated that the FY 2018 cost is approximately \$200,000. This is money that would otherwise be funded in the Health Insurance Line Item of the FY 2018 Operating Budget. In addition, the Town Manager has recommended, and the Finance Committee and Board of Selectmen have agreed, to begin to pay down the OPEB liability by appropriating an additional \$100,000 from the Town’s Excess and Deficiency Fund, bringing the total appropriation to \$300,000.*

Mover: Barry Pease

MOTION: I move that the Town vote to transfer from the Excess and Deficiency Fund (Free Cash) the sum of \$100,000 and to transfer the sum of \$200,000 from Line Item 3010 “Health Insurance/Employee Expenses” of the Fiscal Year 2018 Town Operating Budget adopted under Article 4 of the 2017 Spring Town Meeting, for a total of \$300,000, 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 – Main Motion: Passed by Majority Vote

ARTICLE 6: PILOT PROGRAM FOR CALL EMERGENCY MEDICAL TECHNICIANS

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be added to Line Item 1311 “*Fire Department Wages*” of the Fiscal Year 2018 Operating Budget for the purpose of establishing a Pilot Program providing additional compensation as an incentive to sign up for call shifts, and all costs associated and related thereto, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *2 In Favor – Cunningham, Petropoulos, 2 Deferred – Degen, Pease, 1 Abstain – Eliot*
Finance Committee: **Recommended Unanimously**

Summary: *Due to the budgetary constraints the Town is facing in Fiscal Year 2018 and future years, the addition of Full-time Firefighters will be a very difficult proposition. However, the Town needs to take some action in Fiscal Year 2018. To this end, the Fire Chief proposed in his operating budget a \$73,000 line item to provide compensation to Call EMT’s and Officers as an incentive to sign up for call shifts. Under this plan, if an EMT signs up for a shift, he/she will guarantee to be available and will respond to calls should they occur. By offering a financial incentive, it is expected that more EMT’s will cover shifts that are normally difficult to cover. The most difficult shifts to cover are from 6:00 p.m. to 6:00 a.m. on Fridays, Saturdays and Sundays, although this program would target overnight coverage seven days a week. There is a potential that additional revenue from ambulance receipts could lower the cost.*

Mover: Bud Robertson

MOTION: I move that the Town vote to raise and appropriate the sum of \$73,000, to be added to Line Item 1311 “*Fire Department Wages*” of the Fiscal Year 2018 Operating Budget for the purpose of establishing a Pilot Program providing additional compensation as an incentive to sign up for call shifts, and all costs associated and related thereto.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

MOTION TO AMEND Mover: Barry Pease

I move to amend the main motion under Article 6 be deleting the words “raise and appropriate” and inserting in their place the words “transfer from the Excess and Deficiency Fund (Free Cash)”.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Summary: *In FY 2018, the Highway Department will utilize this funding to refurbish two trailers used to haul trash to meet the demands of the Transfer Station.*

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

Item #8 – Exterior/Parking Lot Lights \$30,000 Library

Summary: *The 5 exterior building wall lights and 11 parking lot lamppost lights were installed in 1999. They are failing. Both an electrician and GELD informed the Library Trustees that the lights could no longer be repaired due to their age, and the Town has been told to expect them to start failing one by one. The first light failed in 2015; 3 more failed in 2016; and now a 5th light is out. This is a safety issue, as there is no other illumination at the rear or sides of the library and it is pitch black without these lights. This funding will be used to replace 16 goosenecks and fixtures.*

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

Item #9 – Police Cruisers \$91,092 Police Department

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

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

Item #10 – All Terrain Vehicles \$18,000 Police Department

Summary: *The Police Department is requesting to replace the current ATV with a two seat multipurpose ATV to the Department's vehicle fleet. An increased demand to patrol the Rail Trail, conservation areas and Station Avenue require additional assets and replacement. The current ATV is a one passenger vehicle with limited equipment carrying capacity.*

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

Item #11 – Boom Sprayer Unit \$6,500 Groton Country Club

Summary: *In FY 2014, the Groton Country Club replaced this essential sprayer that is needed to regularly distribute fertilizer and pesticides over the golf course throughout the entire golf season. This machine enables the Club to use concentrated liquid chemicals which are both much more efficient and cost effective than granular chemicals. The cost of this Unit is \$32,500. The Town financed this purchase with a five (5) year lease to purchase agreement at an annual cost of \$6,500. This payment is the final installment.*

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

Item #12 – Triplex – Greens Mower \$5,100 Groton Country Club

Summary: *The Country Club owns two triplex mowers. Last year, the Town proposed, and Town meeting agreed, to replace one of the mowers so that the Club would have a backup mower. One cuts the greens and the other is used to cut the tees and collars around the greens. The Town Meeting agreed to finance the mower over five years. This is the second of five payments for a total cost of \$25,500.*

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

or to take any other action relative thereto.

TOWN MANAGER

Mover: Joshua Degen

MOTION: I move that the Town vote to transfer the sum of \$415,692 from the Capital Stabilization Fund; transfer the sum of \$41,000 from Emergency Medical Services Receipts Reserved; and transfer the sum of \$60,000 from the Excess and Deficiency Fund (Free Cash); for a total of \$516,692, to be expended by the Town Manager, for the following capital items:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
SCBA Compressor	\$ 41,000	Fire/EMS
Intermediate Truck	\$ 70,000	Highway
IT Infrastructure	\$ 40,000	Town Facilities
Dispatch Center Upgrade	\$ 60,000	Town Facilities
Municipal Building Repairs	\$ 25,000	Town Facilities
Police Station Parking Lot	\$ 40,000	Town Facilities
Trash Trailers	\$ 90,000	Transfer Station
Exterior/Parking Lot Lights	\$ 30,000	Library
Police Cruisers	\$ 91,092	Police Department
All Terrain Vehicles	\$ 18,000	Police Department
Boom Sprayer Unit	\$ 6,500	Groton Country Club
Triplex – Greens Mower	<u>\$ 5,100</u>	Groton Country Club
Total	\$516,692	

Moved and Seconded

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

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

ARTICLE 8: PURCHASE NEW LADDER TRUCK FOR THE FIRE DEPARTMENT

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to purchase and equip a new Ladder Truck for the Groton Fire Department, and all costs associated and related thereto, and, further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *As part of the fleet reduction plan established by the Fire Chief, the Town would be best served by the replacement of two trucks in Fiscal Year 2018. Over the lifetime of the current Ladder Truck, the Groton Fire Department has spent approximately \$100,000 in maintenance and repair funds to keep it operating. This rate of over \$7,500 per year on average is much greater than what should be expected considering the age of the truck. An evaluation of the Ladder Truck by two separate companies estimated a basic refurbishment would cost between \$250,000-\$300,000 to gain an estimated 10 years of life. Simultaneously, Engine 2 is seeing the effects of aging, requiring replacement in the Fiscal Year 2018-2019 range at a cost of about \$445,000. Because of these multiple needs, it would benefit the Groton Fire Department to reduce the fleet and combine these units into one multi-functional apparatus. The long term cost of replacing or maintaining the trucks will be significantly more than the 2 for 1 replacement. The cost to replace the ladder truck would be around \$995,000. The new truck would have an expected lifetime of 25 years. This would provide the Town with a significant savings as the cost to the Town of purchasing two new trucks would have a combined cost of \$1,345,000 along with maintenance of the two trucks going forward.*

Mover: Peter Cunningham

MOTION: I move that the Town appropriate the sum of \$995,000, to be expended by the Town Manager, to purchase and equip a new Ladder Truck for the Groton Fire Department, and all costs associated and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, be authorized to borrow the sum of \$995,000 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 be authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriated funds and any funds received from any source for such purchase, and, further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Moved and Seconded

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

Vote on Article 8 – Main Motion: Passed by 2/3 Majority

ARTICLES 9 THROUGH 16 PERTAIN TO FISCAL YEAR 2017 BUSINESS

ARTICLE 9: ACQUIRE LAND ON FARMERS ROW FOR A NEW SENIOR CENTER

To see if the Town will vote to authorize the Board of Selectmen to acquire from the Lawrence Homestead Trust by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a new Senior Center, all or a portion of the parcels of land located on Farmer's Row and shown on Assessors' Map 108 as Parcel 1, Assessors' Map 108 as Parcel 1.2, and Assessors' Map 108 as Parcel 1.3, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 25424, Page 109, said parcels containing 8.4 acres, more or less, in the aggregate, and to raise and appropriate, transfer from available funds, or borrow, or any combination of the foregoing, a sum or sums of money, to be expended by the Town Manager, for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k), or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MEETING SENIOR CENTER COMMITTEE**

Board of Selectmen: 1 In Favor – Cunningham, 4 Against

Finance Committee: 1 In Favor – ___ @@__ , 6 Against

Summary: *The 2016 Fall Town Meeting created a Committee to conduct a review to determine the future needs of the Groton Senior Center, including whether a new facility is needed. This Review Committee reviewed all documentation concerning this need. Per the charge of the 2016 Fall Town Meeting warrant article, the Committee expanded the review of potential locations to include several additional Town and privately owned properties. Based on their review, the Review Committee, as well as the Feasibility Oversight Committee, have chosen a location. Specifically, the Committees will be recommending that the Town acquire the three parcels on Farmers Row currently owned by the Lawrence Homestead Trust and use the parcel adjacent to the Groton Center Fire Station as the new location for Groton's Senior Center. This Article will request the necessary funding to acquire these parcels. Please note that no funding can be expended under this Article unless and until the Town approves a Proposition 2½ Debt Exclusion Ballot Question at the 2017 Annual Election. Both Committees will have a full report to the 2017 Spring Town Meeting.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to authorize the Board of Selectmen to acquire from the Lawrence Homestead Trust by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a new Senior Center, all or a portion of the

parcels of land located on Farmer's Row and shown on Assessors' Map 108 as Parcel 1, Assessors' Map 108 as Parcel 1.2, and Assessors' Map 108 as Parcel 1.3, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 25424, Page 109, said parcels containing 8.4 acres, more or less, in the aggregate, and to appropriate the sum of \$790,000, to be expended by the Town Manager in Fiscal Year 2017, for such acquisition and costs related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, be authorized to borrow the sum of \$790,000 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 further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k).

Moved and Seconded

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

Discussion:

- Discussion was allowed for both Articles 9 and 10 at this point
- Presentation from the Town Meeting Senior Center Review Committee (John Amaral and others) recommending acquisition of the land on Farmers Row.
- Mr. Russ Harris delivered an opposition presentation arguing that the use of Prescott School as a Senior Center and a Community Center would solve multiple town wide problems with less expense. One building could be used for multiple purposes. He presented ideas to address the issues of parking and egress. CPC funds, not additional tax levy, could be used as Prescott Building is a historic structure. Mr. Harris recommended that the Prescott School site be used for a Senior Center and Community Center.
- Mr. Amaral addressed some of Mr. Harris' points. He stated that the Prescott site was looked at extensively, and that it was a problematic site. A Senior Center would programmatically fit in the Prescott building, but that parking and secondary egress were two major issues. He noted that CPC funds could be used for historic and safety activities, but not for all the activities required at this site. He represented that the site was not suitable for a Senior Center.
- Michael Roberts stated that the Sustainability Committee did not support Article 9 as it removes active agricultural land from production. The Committee did support Article 10 as the current facility does not meet the needs of the senior population.
- Ellen Baxendale of the Commission on Accessibility stated that the current building does not meet accessibility requirements.
- Various comments:
 - "Build a center and give seniors what is deserved."
 - "Seniors deserve better, but would like to see a facility closer to the center of town."

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- “Can’t eminent domain be used to recapture wetlands around Prescott (ed. note: and address issues being raised)?” It was explained that eminent domain could not be used for this purpose.
- “Retired excluded debt is never really retired. Consider some of the discussion here to reuse debt capacity that is scheduled to retire.”

MOTION TO MOVE THE QUESTION (Article 9)

Moved and Seconded

Quantum: 2/3 Majority

Vote on Motion to Move the Question (Article 9): Passed by 2.3 Majority

VOTE on Article 9 – Main Motion: Defeated

ARTICLE 10: SENIOR CENTER LOCATION AND DESIGN

To see if the Town will vote to approve the location of a new Senior Center as recommended by the Town Meeting Senior Center Committee and the Council on Aging’s Feasibility Oversight Committee, and to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2017, for the purpose of hiring an architect and/or engineer, pursuant to the Designer Selection Guidelines adopted by the Board of Selectmen in December, 2010, for the design, or design and construction bidding, of a new Senior Center, and all costs associated and related thereto, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k), or to take any other action relative thereto.

**TOWN MEETING SENIOR CENTER COMMITTEE
COA FEASIBILITY OVERSIGHT COMMITTEE**

Board of Selectmen: Recommended (4 In Favor, 1 Against (Petropoulos))

Finance Committee: Recommended Unanimously

Summary: *As stated in the Summary for Article 9, the Town Meeting Senior Center Review Committee and Council on Aging’s Feasibility Oversight Committee have recommended that the Town acquire land on Farmers Row adjacent to the Groton Center Fire Station as the location for a new Groton Senior Center. Should the Town Meeting approve this acquisition, this article would appropriate the necessary funding to hire an architect to design and put out to bid the construction of a new Senior Center on Farmers Row. Should the Town decide not to purchase the Farmers Row Property, the Committee will recommend that this funding be used to design and put out to bid a new Senior Center at the current location of the Senior Center in West Groton. Please note that no funding can be expended under this Article unless and until the Town approves a Proposition 2½ Debt Exclusion Ballot Question at the 2017 Annual Election. Both Committees will have a full report to the 2017 Spring Town Meeting.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to approve the location of a new Senior Center as recommended by the Town Meeting Senior Center Committee and the Council on Aging’s

Feasibility Oversight Committee, and to appropriate the sum of \$400,000, to be expended by the Town Manager in Fiscal Year 2017, for the purpose of hiring an architect and/or engineer, pursuant to the Designer Selection Guidelines adopted by the Board of Selectmen in December, 2010, for the design, or design and construction bidding, of a new Senior Center, and all costs associated and related thereto, and that to meet this appropriation, the sum of \$175,000 be transferred from the Receipts Reserved for Appropriation and that the Treasurer, with the approval of the Selectmen, be authorized to borrow the sum of \$225,000 under and pursuant to Chapter 44, Section 7(7) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k).

Moved and Seconded

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

Discussion:

- Ms. Pine opposes Article 10. She would like to see utilization of the Prescott building in a multi-use scenario, perhaps coupled with a smaller renovation of the current Senior Center.
- Another attendee commented that s/he would like to see more debate on a potential \$5m price tag. It seemed very expensive at \$500 per square foot. Mr. Amaral commented that he has extensive experience in public and private construction, and that public construction is more expensive.

MOTION TO AMEND Mover: Devon Haigh

I move the motion under Article 10 be amended by inserting, at the end, "and provided that no funds shall be expended for the design of a senior center until such time that the construction budget for the project has been approved."

Moved and Seconded

Quantum: Majority

After further discussion, **MOTION TO MOVE THE QUESTION (Article 10 Amendment)**

Moved and Seconded

Quantum: 2/3 Majority

Vote on MOTION TO MOVE the QUESTION (Article 10 Amendment):

Passed by Unanimous Vote

VOTE on Article 10 – Motion to Amend: Defeated

MOTION TO MOVE THE QUESTION (Article 10 - Main Motion)

Moved and Seconded

Quantum: 2/3 Majority

VOTE on Motion to Move the Question (Article 10 – Main Motion):

Passed by 2/3 Majority

VOTE on Article 10 – Main Motion: Chair declared passed by 2/3 Majority

MOTIONS TO ADJOURN

MOTION to ADJOURN to Saturday, April 29 at 9:00 AM
Moved and Seconded
Quantum: Majority

MOTION TO AMEND the motion to adjourn: Motion was amended to delete reference to Saturday, April 29, and adjourn to Monday, May 1 at 7:00 PM
Moved and Seconded
Quantum: Majority

VOTE on Motion to Adjourn as Amended: Passed by Majority Vote

The first session of the Spring 2017 Spring Town Meeting was adjourned to Monday, May 1 at 7:00 PM to be held in the Performing Arts Center. The Meeting was adjourned at 10:45 PM.

FIRST ADJOURNED SESSION

The First Adjourned Session of the Spring 2017 Town Meeting was called to order at 7:00 PM on May 1 at the G-D Middle School Performing Arts Center. 141 attendees were present at 7:00. Later in the session, 265 attendees were present.

Peter Cunningham read a proclamation designating May 1, 2017 as Robert S. Hargraves Day, in honor of Mr. Hargraves' extensive service as School Principal, Selectmen, Personnel Board Member, Moderator, Representative in General Court and Member of the Finance Committee.

A voter asked to advance Article 20:

Mover: Michael Manugian

MOTION: I move to advance Article 20 for consideration.
Moved and Seconded
Quantum: Majority

Discussion:

- Article 20 will offer amendments to the Groton Town Charter. Since there are a significant number of changes being proposed, the Charter Review Committee is asking for this advancement to the beginning of the session so that the entire discussion on Article 20 can be completed on the same night.

Vote on the Motion to Advance Article 20: Passed by Majority Vote

REFER TO ARTICLE 20 IN THIS DOCUMENT. While Article 20 was discussed prior to Article 11, these Minutes have retained the numerical order of articles for ease of reference.

ARTICLE 11: CURRENT YEAR LINE ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2017 budget, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *To transfer money within the Fiscal Year 2017 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

Mover: Barry Pease

MOTION: I move that the Town vote to transfer sums of money within the Fiscal Year 2017 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 \$158,749.

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Transfer funds to:			
Line Item	Account		
1023	Board of Selectmen - Engineering/Consultant	\$	1,700
1032	Town Manager - Expenses	\$	13,800
1060	Board of Assessors - Salaries	\$	450
1182	Postage/Town Hall - Expenses	\$	6,500
1250	Mechanical Inspectors - Salaries	\$	6,000
1311	Fire Department - Wages	\$	31,294
1312	Fire Department - Expenses	\$	19,200
1502	Highway Department - Expenses	\$	10,000
1542	Municipal Buildings - Minor Capital	\$	25,000
1681	Water Safety - Expenses and Minor Capital	\$	7,805
1702	Country Club - Expenses	\$	22,000
1703	Country Club - Minor Capital	\$	15,000
	TOTAL	\$	158,749
Transfer funds from:			
Line Item	Account		
1062	Board of Assessor - Expenses	\$	450
1080	Town Counsel - Expenses	\$	15,000
1120	GIS Committee - Expenses	\$	5,000
1162	Insurance Expense - 111F Deductible	\$	5,000
1181	Postage Town Hall - Telephone Expense	\$	6,500
1370	Police/Fire Communications - Wages	\$	94,799
1501	Highway - Wages	\$	10,000
1701	Country Club - Wages	\$	22,000
	TOTAL	\$	158,749

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 11- - Main Motion: Passed by Unanimous vote

ARTICLE 12: APPROPRIATE MONEY TO OFFSET SNOW AND ICE DEFICIT

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2017 Snow and Ice Budget, as approved under Article 4 of the 2016 Spring Town Meeting, or to take any other action relative thereto.

TOWN MANAGER

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The Town anticipates a deficit in the Fiscal Year 2017 Snow and Ice Budget of approximately \$200,000. Ordinarily, such a deficit is made up in the following Fiscal Year. However, in an effort to minimize the impact on the Fiscal Year 2018 Budget, the Town Manager has recommended that some of the deficit be dealt with this year by utilizing any*

available funds from the FY 2017 Operating Budget, Free Cash, or the Town's Overlay Surplus Reserve. The appropriation under this Article will reduce the deficit.

Mover: Anna Eliot

MOTION: I move that the Town vote to transfer the sum of \$50,000 from Overlay Surplus, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2017 Snow and Ice Budget, as approved under Article 4 of the 2016 Spring Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 12 – Main Motion: Passed by Unanimous vote

ARTICLE 13: TRANSFER WITHIN WATER ENTERPRISE FUND

To see if the Town will vote to authorize the Groton Water Department to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2017 Water Department Budget, or to take any other action relative thereto.

BOARD OF WATER COMMISSIONERS

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Water Commission: Recommended Unanimously

Summary: *This article allows the Water Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2017 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: Thomas Orcutt

MOTION: I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$150,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2017 Water Enterprise Department Budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 13 – Main Motion: Passed by Unanimous vote

ARTICLE 14: TRANSFER WITHIN SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2017 Sewer Enterprise Department budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Board of Selectmen: Recommended Unanimously

Finance Committee: *Recommended Unanimously*
Sewer Commission: *Recommended Unanimously*

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2017 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: James Gmeiner

MOTION: I move that the Town vote to transfer the sum of \$100,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2017 Sewer Enterprise Department budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 14 – Main Motion: Passed by Unanimous vote

ARTICLE 15: TRANSFER WITHIN CABLE ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Cable Enterprise Fund Surplus to the Fiscal Year 2017 Cable Enterprise Department budget, or to take any other action relative thereto.

CABLE ADVISORY COMMITTEE

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

Summary: *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2017 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: Janet Sheffield

MOTION: I move that the Town vote to transfer the sum of \$10,000 from the Cable Enterprise Fund Surplus to the Fiscal Year 2017 Cable Enterprise Department budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 15 – Main Motion: Passed by Unanimous vote

ARTICLE 16: PRIOR YEAR BILLS

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

BOARD OF SELECTMEN

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

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

Mover: Anna Eliot

MOTION A: I move that the Town vote to transfer the sum of \$0 from the Excess and Deficiency Fund (Free Cash) to pay for the payment of unpaid bills from prior fiscal years.

Moved and Seconded

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

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote to Indefinitely Postpone Article 16 – Passed by Unanimous vote

ARTICLE 17: ALL ARE WELCOME MARKERS

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, for the installation of “All Are Welcome” markers at the various major road entrances to the Town of Groton, and all cost related and associated thereto; and to authorize the Town Manager to designate or approve the marker locations, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended (4 In Favor, 1 Abstained – Eliot)*
Finance Committee: *No Position*
Sustainability Commission: Supports Article 17 by a 3 to 1 vote.

Summary: *The All Are Welcome article asks Town Meeting to endorse a privately funded initiative to install stone markers at one or more of the major roads coming in to our town from the 8 surrounding towns. Town Meeting is asked to approve \$1 to demonstrate its commitment to the effort and to support the use of the Highway Department to perform installation.*

Mover: John Petropoulos

MOTION: I move that the Town vote to raise and appropriate the sum of \$1, to be expended by the Town Manager, for the installation of “All Are Welcome” markers at the various major road entrances to the Town of Groton, and all cost related and associated thereto; and to authorize the Town Manager to designate or approve the marker locations.

Tellers were SWORN (Richard Mitchell, Tim Leonard, Bob Johnson, Tom Delaney, Connie Sartini, Michael Manugian)

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 17 – Main Motion: Passed 140 In Favor; 113 Opposed

ARTICLE 18: COMMUNITY PRESERVATION FUNDING ACCOUNTS

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

Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 10,000
Open Space Reserve:	\$ 65,000
Historic Resource Reserve:	\$ 65,000
Community Housing Reserve:	\$ 65,000
Unallocated Reserve:	\$445,000

or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*
Community Preservation Committee: *Recommended Unanimously*
Sustainability Commission: *Unanimously supports Article 18*

Summary: *This is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2018. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

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:	\$ 10,000
Open Space Reserve:	\$ 65,000
Historic Resource Reserve:	\$ 65,000
Community Housing Reserve:	\$ 65,000
Unallocated Reserve:	\$445,000

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 18 – Main Motion: Passed by Unanimous vote

ARTICLE 19: COMMUNITY PRESERVATION FUNDING RECOMMENDATIONS

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2018, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Board of Selectmen, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: Housing Coordinator Salary \$43,506

Summary: *The Town established the position of Housing Coordinator in 2009. Since that time, the Community Preservation Administrative Account has paid the salary of this position. Three years ago, the Community Preservation Committee approved the increase of the position to 25 hours and requested that it become an annual funding item to be approved by Town Meeting, with the funding to come from the Community Housing Reserve. Town Meeting approved this for the last three years. This will be the fourth year that this position will be funded in this manner. The full amount is to be paid from the Community Housing Reserve.*

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

Mover: Dan Emerson

Motion 1 Housing Coordinator Salary: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$43,506 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2018-01 "Affordable Housing Coordinator".

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 19 – Motion 1: Passed by Unanimous vote

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CPC Proposal B: Baddacook Pond Restoration \$200,000

Summary: *This project would environmentally restore the littoral areas (shallow shoreline areas) of Baddacook Pond and test the management of invasive weeds, using mechanical methods, over the next two years. The aggressive growth of non-native, invasive weeds has negatively impacted Baddacook Pond ecologically and dramatically diminished its recreational use. The two-year project would: 1) Restore portions of Baddacook Pond that have filled with biomass by using hydro-raking; 2) Implement aggressive mechanical weed harvesting to reduce*

available plant starch which will help control invasive weed infestation. The two-year total would be approximately \$200,000. The complete three-year project would total \$292,000, with \$92,000 in funding proposed to be funded in year three (FY 2020)

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously
Board of Water Commissioners: Unanimously support Article 19 – Motion 2

Mover: Richard Hewitt

Motion 2 Baddacook Pond Restoration: 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 2018-02 “Baddacook Pond Restoration”.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 19 – Motion 2: Passed by Majority vote

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CPC Proposal C: Library Entrance \$15,000

Summary: *The 1893 historic Library entrance used to have inner vestibule doors, but they have not been there for many years. Without these inner doors, the entire foyer and reference area are exposed to the outdoor elements, including Route 119 traffic. The Library has embarked on a space redesign and would like to use the foyer area as a new teen space. In order for this to be practical, the inner vestibule doors are needed to provide a barrier from the exterior elements.*

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

Mover: Carolyn Perkins

Motion 3 Library Entrance: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$15,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2018-04 “Library Entrance”.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 19 – Motion 3: Passed by Unanimous vote

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CPC Proposal D: Library Building \$5,000

Summary: *During the winters of 2007 and 2015, the circa 1893 Library Building suffered severe ice dams which caused significant interior damage. While the Town’s insurance company paid for the repairs, the Board of Library Trustees wants to determine the source of the problem and find a solution that protects the long-term integrity of the building. This funding will be used to hire a structural engineer to assess the entire building and provide a recommendation to resolve the issue. This would be the first step in a two-phase approach. The Board of Library Trustees will seek funding in Fiscal Year 2019 to implement the recommendations.*

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

Mover: Carolyn Perkins

Motion 4 Library Building: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$5,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2018-05 “Library Building”.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 19 – Motion 4: Passed by Unanimous vote

=====

CPC Proposal E: National Register – First Parish Church \$7,800

Summary: *This funding will be used to fund the joint Old Groton Meetinghouse and Groton Historical Commission project to submit a nomination for individual listing of the Old Groton Meetinghouse to the National Register of Historic Places. This designation recognizes the historic significance of a property.*

Board of Selectmen: *Recommended (4 In Favor, 1 Against – Degen)*
Finance Committee: *Recommended Unanimously*
Community Preservation Committee: *Recommended Unanimously*

Mover: Bruce Easom

Motion 5 National Register – First Parish Church I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$7,800 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2018-07 “National Register – First Parish Church”.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

Board of Selectmen: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*
Community Preservation Committee: *Recommended (5 In Favor, 1 Abstained – Easom)*

Mover: Robert DeGroot

Motion 7 Prescott School Restoration: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$15,350 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2018-09 "Prescott School Restoration".

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Funds will be used to address staircase safety at the Prescott School

Vote on Article 19-Motion 7: Passed by Majority vote

COMMUNITY PRESERVATION COMMITTEE

[Ed. Note: Article 20 was advanced for discussion prior to Article 11 at the First Adjourned Session]

ARTICLE 20: PROPOSED AMENDMENTS TO THE GROTON CHARTER

To see if the Town will vote to endorse the revised Charter that is set forth in Appendix C to this Warrant, and authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act approving the revised Charter as the Town's Charter and to take such further action as may be necessary for the adoption of the revised Charter, or to take any other action relative thereto.

CHARTER REVIEW COMMITTEE

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

Summary: *The Groton Charter requires periodic review every ten years. In 2015, a Committee was formed to review the Charter and determine if changes were warranted. The Committee solicited input from the public and has reviewed suggestions and concerns during weekly meetings held over the last two years. Input from the public focused on municipal finance and the powers of, and the relationship between, the Board of Selectmen and the Town Manager. The revised Charter seeks to (1) address this input; (2) have our Charter accurately reflect how our Town Government actually functions; (3) better codify how municipal finances are administered; and (4) clarify the relationship between the Board of Selectmen and the Town Manager and their*

respective powers and authority. A vote in favor of this Article will be the first step in adopting the revised Charter. A vote against this Article will allow the current Charter to remain in force.

Mover: Michael Manugian

MOTION: I move that the Town vote to endorse the revised Charter that is set forth in Appendix C of the Warrant for the 2017 Spring Town Meeting, and authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act approving the revised Charter as the Town's Charter and to take such further action as may be necessary for the adoption of the revised Charter; and further provided, that the General Court may make clerical and editorial revisions of form to the bill unless the Board of Selectmen, in consultation with the Charter Review Committee, approves such revisions to the bill prior to enactment by the General Court, and to authorize the Board of Selectmen, with the advice and consent of the Charter Review Committee, to approve such revisions which shall be within the scope of the general public objectives of the petition.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Manugian, Chair of the Charter Review Committee, presented an overview of the Charter review process, and detailed many of the proposed changes.
- No Committee reports were offered.

MOTION TO AMEND Subsection 3.2.1

Mover: Tom Delaney

MOTION: I move to amend the main motion by inserting after the words "Spring Town Meeting" the words "subject to the following revision: deletion of the last sentence of Subsection 3.2.1, which reads 'No Selectman shall hold another position of the Town that is compensated and medical benefits-eligible during his or her term of office.'"

Moved and Seconded

Quantum: Majority

Discussion:

- Mr. Delaney offered brief comments, summarizing his motion as leaving the existing Charter "as is".
- Mr. Robertson (Charter Review Committee): This change is proposed to eliminate potential conflicts of interest arising from employees reporting to the Town Manager possibly also being a supervisor of the Town Manager. While this potential conflict could occur with any employee, it didn't seem fair to prohibit a minimally houred employee (such as an election worker). The Committee's compromise was to define the prohibition as a "medical benefits eligible employee" (i.e. a 20 hour per week employee).
- Mr. Haddad offered that the Town has medical-benefits eligible employees working at Groton Electric Light, the Fire Department and the Groton Public Library which are not appointed by the Town Manager or Board of Selectmen.

- Mr. Petropoulos supports the amendment in that you should not be allowed to be your boss' boss.
- Mr. Funch pointed out that School Committee members are not allowed to be employees of the District.
- Ms. Sartini asked how union negotiations would be handled if an employee was also a Selectmen.
- Mr. Degen stated that the Board of Selectmen give confidential guidance to, for example, union contract negotiations.. An employee who is also a Board member would have a conflict of interest.

MOTION TO MOVE THE QUESTION

Moved and Seconded

Quantum: 2/3 Majority

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

VOTE on MOTION TO AMEND Subsection 3.2.1: Defeated

=====

MOTION to AMEND Subsections 4.2.3 and 4.2.4

Mover: Tom Delaney

Motion: I move to amend the main motion by inserting after the words “Spring Town Meeting” the words “subject to the following revision: deleting Subsections 4.2.3 and 4.2.4 in their entirety and replacing them with a new Subsection 4.2.3 as follows:

4.2.3. – To appoint and remove department heads, officers, subordinates, employees and other appointed members of town government for whom no other method of appointment or removal is provided in this Charter or by-law. Appointments made by the Town Manager shall be confirmed by the Board of Selectmen within (15) days of the date the Town Manager files notice of the action with the Board of Selectmen. Failure by the Board of Selectmen to confirm an appointment within (15) days shall constitute rejection of the appointment.

And renumbering the remaining subsections of Section 4.2.”

Moved and Seconded

Quantum: Majority

Discussion:

- Mr. Collins stated that the propose amendment reverts to the current charter. The proposed revision came about by concern about transparency.
- It was stated that a prominent objection to the charter proposal was that, because removals from office would be made by the Board of Selectmen, this would need to occur in public session. This would be potentially embarrassing to volunteer members. It was further stated that removals could be done in executive session.
- Mr. Haddad asked Town Counsel if removals could be done in executive session. He opined that the way the charter works now has been good. Town Counsel stated that

any public official is eligible for executive session under the permissible parameters of the law, but that did not mean that all removals would occur in executive session.

- Ms. Scarlet supports the amendment. Volunteers deserve discretion.
- Mr. Manugian state that the proposal is to ensure transparency and to give appointed committee members due process.
- Mr. Petropoulos did not support the amendment. The charter proposal does not preclude discretion.

VOTE on MOTION TO AMEND Subsections 4.2.3 and 4.2.4: Defeated

=====

MOTION to Amend Subsection 3.2.6

Mover: Tom Delaney

I move to amend the main motion by inserting after the words “Spring Town Meeting” the words “subject to the following revision: deleting the text of Subsection 3.2.6 and inserting the following new text:

Day to Day Business – Except in the case of an emergency, nothing in this section shall be construed to authorize any member of the Board of Selectmen, nor a majority of its members, to become involved in the day-to-day administration of any Town board, department or agency.”

**Moved and Seconded
Quantum: Majority**

Discussion:

- Mr. Schulman of the Charter Review Committee stated that the purpose of the proposal was to allow Selectmen to speak with employees.
- Mr. Cunningham suggested that employees should not be put in awkward positions and that Selectmen should use the chain of command.
- Mr. Delaney said that unfettered access to any employee at any time could be disruptive, potentially unsafe and result I loss of productivity.
- Mr. Boucher (employee) stated he has been approached by Selectmen. It makes people nervous. He supports the amendment.
- Mr. Keoseian (former Selectman) stated that one reason the Town transitioned to the Town Manager form of government was to curb abuses of the past. He supports the amendment.
- Mr. Orcutt supports the amendment and suggest the use of the chain of command.
- Mr. Petropoulos stated that there are safeguards in the proposed charter. There have been instances where employees brought forward information regarding public safety.
- Mr. Funch stated that there is a similar prohibition in the School District with SC members required to act at a high level and not do individual investigations.
- Mr. Pease and Mr. Petropoulos both stated that the proposal gives reasonable access.

**MOTION to MOVE the QUESTION
Moved and Seconded
Quantum: 2/3 Majority**

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

**VOTE on MOTION to Amend Subsection 3.2.6:
Chair declared passed by Majority Vote**

=====

MOTION to AMEND Section 4.3

Mover: Arthur Prest

MOTION: I move to amend the main motion by inserting after the words “Spring Town Meeting” the words “subject to the following revision: replacing the words ‘three members’ in subsections 4.3.1, 4.3.1.1, and 4.3.1.3 with the words ‘four members.’”

**Moved and Seconded
Quantum: Majority**

Discussion:

- Mr. Prest argued that removing the Town Manager should be a hard thing to do and be done for cause. The proposal is a recipe for personal agendas, and potentially have an impact on an ability to attract future town managers. It could create a financial risk to the Town.
- Mr. McCoy (Charter Review Committee) state that minority rules seem unnecessary. The same standard used to hire should be used to fire.
- Ms. Collette supports the amendment because good government can require super majorities for important decisions.

**VOTE on MOTION to Amend Section 4.3:
Chair declared passed by Majority Vote. 7 voters did not contest the ruling of the Chair.**

=====

As amended, Article 20 Main Motion is as follows:

that the Town vote to endorse the revised Charter that is set forth in Appendix C of the Warrant for the 2017 Spring Town Meeting, with the following **revisions**:

- Subsection 3.2.6 – insertion of new text as voted by the Meeting
- Section 4.3 – replacement of the words “three members” in subsections 4.3.1, 4.3.1.1, and 4.3.1.3 with the words “four members;”

and authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act approving the revised Charter as the Town’s Charter and to take such further action as may be necessary for the adoption of the revised Charter; and further provided, that the General Court may make clerical and editorial revisions of form to the bill unless the Board of Selectmen, in consultation with the Charter Review Committee, approves

such revisions to the bill prior to enactment by the General Court, and to authorize the Board of Selectmen, with the advice and consent of the Charter Review Committee, to approve such revisions which shall be within the scope of the general public objectives of the petition.

VOTE on Article 20 Main Motion, as amended: Passed by Unanimous vote

[Ed. note: Article 20 had been advanced to before Article 11. After Article 20, the next article on the floor was Article 11.]

ARTICLE 21: REGIONAL SCHOOL AGREEMENT AMENDMENT ACCEPTANCE

To see if the town will vote to approve the amended Agreement of the Groton Dunstable Regional School District as approved by the Groton Dunstable Regional School Committee and as on file in the Office of the Town Clerk, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously
Finance Committee: No Position

Summary: *The Groton Dunstable Regional School Committee has voted to adopt the recommendations of the Regional Agreement Sub-Committee to amend the Regional School District Agreement. The Sub-Committee was composed of representatives from the Boards of Selectmen and Finance Committees of the regional towns, along with School Committee members. They met over the last year and have proposed various amendments to the current agreement as follows:*

Updates:

1. *Interim Period*
 - a. *Current – language in the current Regional Agreement speaks to the formation of the original district*
 - b. *Change – deleted all references to “upon the establishment of the District”*
 - c. *“interim” language not needed*

2. *Included Grades*
 - a. *Current – references only K through grade 12*
 - b. *Change – Pre-K through 12*
 - c. *Rationale – All public schools responsible for pre---school special education*

3. *Regional School District Buildings*
 - a. *Current – includes the Tarbell School, Groton Elementary School, Groton Junior High School, Union School, New Elementary School, and Groton High School*
 - b. *Change – remove reference to individual schools*
 - c. *Rationale – names and schools continue to change over time – this helps prevent the Regional Agreement from getting outdated if the schools change*

4. *Apportionment of Operating Assessment and Capital costs for District Owned buildings*

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- a. *Current – based on foundation enrollment (as of Oct. 1) every year.*
- b. *Change – use 5 year rolling average*
- c. *Rationale – 5 year rolling average will smooth-out/eliminate the effects of potentially large shifts in any single year's enrollment. Allows for more predictable town budgeting.*

Legal Requirements/DESE Regulations:

1. *Weighted School Committee Votes*
 - a. *Current – Groton = 1.0/5 members & Dunstable = 1.0/2 members*
 - b. *Change – Groton = 1.25/5 members & Dunstable = 1.0/2 members*
 - c. *Rationale – must comply with “one---person---one---vote” principle based on federal and local census data*
2. *School Committee ballot votes*
 - a. *Current – School Committee each year elects a “chairman” and a “vice chairman” from among its membership*
 - b. *Change – School Committee each year elects a “chair” and “vice chair” by ballot from among its membership and appoints a treasurer and a clerk who need not be members of the School Committee*
 - c. *Rationale – brings School Committee organization into line with law*

School Committee Policies and Practices:

1. *School Committee vacancy*
 - a. *Current – the Selectmen and the remaining member or members of the School Committee from the town involved, acting jointly, appoint a member to serve until the next town election*
 - b. *Change – the Selectmen and members of the School Committee from the town involved, by majority vote, appoint a member to serve until the next annual town election*
 - c. *Rationale – makes it clear how a vote is counted*
2. *Apportionment and payment of costs incurred by the District*
 - a. *Current – costs are divided into two categories, capital costs and operating costs*
 - b. *Change – replace nine account names with the Department of Elementary and Second Education Chart of Accounts*
 - c. *Rationale – reference DESE account titles to ensure compliance with DESE regulations (this is current practice of GDRSD)*
3. *Annual Report*
 - a. *Current – the School Committee submits to each member town an annual report by September 15*
 - b. *Change – the School Committee submits an annual report to each member town by January 30 of each year containing a detailed financial statement for the prior fiscal year*
 - c. *Rationale – January 30 is a more realistic date*
4. *Amendments to the Agreement*

- a. *Current – except a proposal for amendment providing for the withdrawal of a member town, any proposal for amendment may be initiated by a two---thirds vote of all members of the School Committee*
- b. *Change – a majority vote of the School Committee can initiate any proposal for an amendment except one providing for the withdrawal of a member town which requires a 2/3 vote*
- c. *Rationale – this slightly lowers the standard for the School Committee to vote to propose an amendment to the Regional Agreement (except if it relates to a town withdrawing from the district)*

Both the Towns of Groton and Dunstable need to approve this amended agreement.

Mover: Alison Manugian

MOTION: I move that the Town vote to approve the amended Agreement of the Groton Dunstable Regional School District as approved by the Groton Dunstable Regional School Committee and as on file in the Office of the Town Clerk.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 21 - Main Motion: Passed by Unanimous vote

ARTICLE 22: AMEND CHAPTER 218 - ZONING – MEDICAL MARIJUANA DISPENSARY

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

Add to Section 218-4, Definitions, the following text:

REGISTERED MEDICAL MARIJUANA DISPENSARY (RMMD)

A not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.100, and pursuant to all other applicable state laws and regulations, also to be known as a Medical Marijuana Treatment Center, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. A RMMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

OFF-SITE REGISTERED MEDICAL MARIJUANA DISPENSARY (ORMMD)

A Registered Medical Marijuana Dispensary that is located off-site from the cultivation/processing facility (and controlled and operated by the same registered and approved not-for-profit entity which operates an affiliated RMMD) but which serves only to dispense the processed marijuana, related supplies and educational materials to registered Qualifying Patients or their personal caregivers in accordance with the provisions of 105 CMR 725.00.

Revise Section 218-13, Schedule of Use Regulations, by adding the following text:

Section 218-13. Schedule of Use Regulations

USE	R-A	R-B	NB	VCB	GB	I	P	O
Industrial:								
Registered Medical Marijuana Dispensary, up to 25,000 square feet gross floor area, see § 218-16.1	N	N	N	N	N	PB	N	N
Off-site Registered Medical Marijuana Dispensary, up to 2,500 square feet gross floor area, see § 218-16.1	N	N	N	N	PB	PB	N	N

Add Section 218-16.1 Registered Medical Marijuana Dispensaries

§ 218-16.1 Registered Medical Marijuana Dispensaries

- A. No Registered Medical Marijuana Dispensary (RMMD) or Off-site Registered Medical Marijuana Dispensary (ORMMD) shall be located within five hundred feet (500') of the property boundary line of any lot in use as a public or private pre-school, primary or secondary school, junior college, college, licensed daycare center, church, library, park, playground, or other RMMD or ORMMD. Distance shall be measured in a straight line from property boundary line to property boundary line.
- B. A RMMD or ORMMD shall be located within a permanent building and may not be located in a trailer, cargo container, motor vehicle or other similar non-permanent enclosure. A RMMD or ORMMD shall not have drive-through service.
- C. Marijuana, marijuana-infused products, or associated products shall not be displayed or clearly visible to a person from the exterior of the RMMD or ORMMD.
- D. No outside storage of marijuana, related supplies or educational materials is permitted.
- E. A RMMD or ORMMD shall not display on the exterior of the facility advertisements for marijuana or any brand name. A RMMD or ORMMD shall not utilize graphics related to marijuana or paraphernalia on the exterior of the RMMD, ORMMD or the building in which the RMMD or ORMMD is located.

or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously (3/9/2017)*

Summary: *The proposed bylaw defines two types of medical marijuana dispensaries and identifies specific, appropriate locations for the cultivation, dispensing and administration of*

medical marijuana. It also sets forth minimum standards to mitigate potential impacts and better ensure that these uses are innocuous to abutters and the community as a whole.

Mover: Scott Wilson

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Add definitions to Section 218-4; Revise Section 218-13, Schedule of Use Regulations; and add Section 218-16.1 “Registered Medical Marijuana Dispensaries” as set forth in the Warrant.

Moved and Seconded

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

Discussion:

- Planning Board: At its meeting on March 9, 2017, the Planning Board voted to unanimously recommend Article 22.
- Q: Why do this
 - R: It provides a regulatory structure for medical marijuana dispensaries.
- What does “regulatory structure” mean?
 - R: The Commonwealth licenses medical marijuana dispensaries. Siting is governed by the locality through zoning. If no zoning for medical marijuana dispensaries exist, then a siting would be considered under “closest use / best fit” zoning class.

MOTION to Indefinitely Postpone Article 22

Moved and Seconded

Quantum: Majority

Vote on Motion to Indefinitely Postpone Article 22: Defeated

VOTE on Article 22 – Main Motion: Chair declared passed by a 2/3 Majority

ARTICLE 23: AMEND CHAPTER 218 - ZONING – SITE PLAN REVIEW

To see if the Town will vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Revise Section 218-25, Site Plan Review, Subsection C, by deleting the text shown below with strike through and adding the italicized text.

- (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~~ *approval* is required for the following:

and, further, revise Section 218-25, Site Plan Review, Subsection D, by adding the italicized text shown below.

- (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. *If a project requiring site plan approval does not require a special permit, the procedure for the review of a major site plan review application shall be as follows:*

- (a) *Upon receipt of a site plan review application, the Planning Board or its agent shall review the application for completeness. No application shall be accepted as a submittal unless and until all information necessary for such review, as described herein, is fully provided unless waivers are requested in writing. At the time of submission, the Board or its Agent shall make a determination that the application is either complete or incomplete. If the Planning Board or its Agent determines that the submission is incomplete, the application shall be returned to the applicant either in person or by certified mail with a letter indicating that insufficient information was provided making it impossible for the Planning Board to adequately review or approve the application. Incomplete applications shall not be considered submittals and shall not be considered the start of any time limits within which the Board is required to act under various provisions of Massachusetts General Law, Chapter 40A. If the submission is determined to be complete, the applicant shall file the application with the Town Clerk by delivery or by certified mail, postage prepaid. The Town Clerk shall time and date stamp said application to fix the date of submission.*
- (b) *The Planning Board shall hold a public hearing on any complete application within sixty-five (65) days after filing, shall properly serve notice of such hearing and then render its decision within ninety (90) days of the close of the hearing.*
- (c) *The applicable decision-making criteria shall be those delineated in Subsection H below.*

or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: Recommended Unanimously

Finance Committee: No Position

Planning Board: Recommended Unanimously (3/9/2017)

Summary: *Deletion of the Special Permit provisions of Site Plan Review for by-right uses is proposed because of a recent ruling by the Middlesex County Superior Court. Massachusetts General Laws, Chapter 40A, does not specifically recognize a site plan as an independent method of regulation- it is a prerequisite of issuance of a building permit. The proposed review and approval process for those uses not requiring a special permit is similar to the special permit process, but approval requires a majority vote instead of a super majority vote. These changes will bring Groton's Site Plan Review Bylaw more in conformance with Massachusetts General Laws Chapter 40A and relevant case law.*

Mover: Russ Burke

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Revise Section 218-25, Site Plan Review, Subsection C, as set forth in the Warrant.

Moved and Seconded

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

Vote on Article 23 – Main Motion: Passed by Unanimous vote

**MOTION to Adjourn to Monday, May 8, 2017 at 7:00 PM at the Performing Arts Center
Moved and Seconded
Quantum: Majority
Vote on Motion to Adjourn: Passed by Majority vote**

The First Adjourned Session adjourned at 9:49 PM on May 1.

SECOND ADJOURNED SESSION

The Second Adjourned Session of the Spring 2017 Town Meeting commenced on May 8, 2017 at 7:02 PM. 194 voters were present at the opening. Later in the Second Adjourned session, 321 voters were present.

Dr. Laura Chesson had been selected by the Groton-Dunstable Regional School Committee to be the next Superintendent. Dr. Chesson addressed the meeting.

ARTICLE 24: AMEND ZONING CHAPTER – CONCEPT PLAN

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

Revise Section 218-4, Definitions, by deleting the following text shown with strike through:

~~MAJOR PROJECT — Development used for business or manufacturing, resulting in either a building whose vertical projection ("footprint") exceeds 5,000 horizontal square feet measured to the outside of its enclosing walls, or 15,000 square feet or more of aggregate floor area which includes all floors of all buildings on the premises. Such development is either construction of a new building or addition to an existing building, where the addition increases the building's floor area by 5,000 square feet or more.~~

Revise Section 218-18 by deleting the following text shown with strike through and adding the italicized text:

§ 218-18. Special use considerations in R-B, VCB, NB, GB and I Districts.

B. Rezoning to VCB, NB, GB or I. The Planning Board shall neither sponsor nor favorably recommend any rezoning of land into a Business or Industrial District unless a concept plan (see Subsection ~~DE~~) for the area proposed for rezoning has been submitted to the Planning Board for review at the public hearing on the rezoning and is presented at the Town Meeting. In its report to the Town Meeting, the Planning Board shall report its determinations regarding the consistency of the proposed rezoning with the Business or Industrial District intention stated in § 218-11 and regarding the consistency of the concept plan with the objectives stated in Subsection A.

C. ~~Major projects.~~

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~~(1) Any business or industrial use which qualifies as a major project, as defined under § 218-4, shall require concept plan approval, as defined under § 218-4, prior to being acted upon for special permit approval. Town Meeting concept plan approval may be made with conditions or limitations. Special permit approval shall not be given by the Planning Board unless the proposal is determined to be consistent with the approved concept plan.~~

~~(2) The provisions of this section shall not apply to projects at a location zoned Business or Industrial (or Manufacturing) prior to January 1, 1990, unless the proposed development results in either:~~

~~(a) Construction of a new building whose vertical projection (footprint) exceeds 10,000 horizontal square feet measured to the outside of its enclosing walls, or whose aggregate floor area is 30,000 square feet or more, which includes all floors of all buildings on the premises; or~~

~~(b) Construction of an addition to an existing building, where the addition increases the building's floor area by 5,000 square feet or more.~~

~~D. Special permits for business or manufacturing use.~~

~~(1) Special permits for business or industrial uses, if consistent with this chapter in all other respects, shall be granted only if the special permit granting authority determines that the proposal's benefits to the Town or vicinity will outweigh any adverse effects, after consideration of the following:~~

~~(e) Overall planning. The proposed plan will be consistent with:~~

~~[1] The intentions stated in § 218-12, Intention of districts, and in § 218-2, Purposes.~~

~~[2] Any concept plan relied upon in rezoning or approved by Town Meeting.~~

~~(2) Procedures.~~

~~(a) Special permit granting authority. The Planning Board shall act as the special permit granting authority for all categories of special permit which any major project may require, notwithstanding any contrary provisions of this chapter.~~

~~(b) Special permits and concept plans. Applications for a special permit for a major project shall include a concept plan plus an engineered site plan at a scale of one inch equals 40 feet or larger. A special permit for a major project shall be approved only if the Planning Board determines that the proposal is consistent with the concept plan which was approved by a Town Meeting vote.~~

~~(bc) Special permit inclusions. Any special permit approval granted shall incorporate by reference the site plan and other documents which the Board relied upon in making its determination and such conditions and safeguards as may be appropriate to assure protection of the interests of the Town.~~

~~(cd) Building and occupancy permits. Building and occupancy permits may be granted at a later time without necessity of another special permit, provided that the proposal is determined by the Building Inspector to be consistent with the earlier special permit. To be consistent, the proposed activity must be within the set of uses and area limits for those uses authorized by the special permit, and any proposed construction must involve no change in location of such things as~~

~~buildings, parking or access drives by more than 10 feet from that indicated on the approved site plan.~~

~~(de) Later change. Any proposal to alter or add to a major project after a special permit has been issued may be authorized by the Planning Board, if determined to be consistent with the original special permit and to comply with any limits that the permit may have stipulated. If a new special permit is issued, such new special permit may be approved without necessity of another Town Meeting vote if the proposal is found by the Planning Board to be consistent with the intent of any applicable concept plan approved by the Town Meeting and to comply with any limits Town Meeting vote may have stipulated.~~

DE. Submittal requirements. A concept plan *accompanying a rezoning proposal* shall consist of the following:

- ~~(2) Floor plans and architectural elevations of all planned structures and any existing structures.~~
- ~~(3) Materials indicating the proposed maximum number of square feet of gross floor area for each category of land use (See § 218-13, Schedule of Use Regulations); analysis supporting the demand for such use, indicating the anticipated market area and the anticipated Groton market share; methods of water supply and sewage disposal; time schedule for construction of units and improvements; service improvements proposed to be at the developer's expense and those anticipated at the Town's expense; and means, if any, of providing for design control.~~
- (24) 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:

PLANNING BOARD

Board of Selectmen: *Recommended (4 In Favor, 1 Deferred – Cunningham)*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously (3/9/2017)*

Economic Development Committee: *Voted to Unanimously Support this Article*

Summary: *The proposed bylaw eliminates the requirement that Major Projects (the development of new business and manufacturing facilities exceeding 5,000 horizontal square feet, or 15,000 or more square feet of aggregate floor area, or additions of 5,000 square feet or more to existing facilities) obtain concept plan approval from Town Meeting. Recent Massachusetts case law suggests that granting Town Meeting the power to approve uses otherwise allowed by-right or by special permit is not a proper delegation of power. It takes the power to approve uses away from those specifically identified as the permitting authorities by Massachusetts General Laws, Chapter 40A (i.e., Building Inspector, Planning Board and/or Zoning Board of Appeals). Moreover, the Town has implemented a number of safeguards that eliminate the necessity for Town Meeting concept plan approval. For example, a Land Use Committee consisting of representatives from all development-related departments/boards and commissions reviews development concept plans and provides feedback very early in the design process. The Town also has a comprehensive site plan review process that incorporates pre-submission review and design standards aimed at ensuring attractive, quality development that minimizes impacts on both the neighborhood and the environment.*

Mover: Russ Burke

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Revise Section 218-4, Definitions and Section 218-18, Special Use considerations in R-B, VCB, NB, GB and I Districts, as set forth in the Warrant.

Moved and Seconded

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

Discussion:

- Mr. Burke (Planning Board) presented the article. The article addresses “major projects” for commercial property. There are three reasons this zoning change is being proposed:
 - With recent case law, there may be an issue with the current by-law’s legality
 - The Concept Plan review by Town Meeting creates uncertainty for property owners
 - Town Meeting had previously agreed to create three business districts, which allows the Planning Board to apply more specific guidelines in eachThe Concept Plan current process requires a project concept plan to be presented to the Planning Board and then to Town Meeting. At Town Meeting, it must be approved by a 2/3rds vote. The proposer then applies to the Planning Board for a Special Permit. This is a business “unfriendly” and drawn out process, and can be expensive.
- Audience: It feels like a tradition will be given up. The Planning Board and Town Meeting reviews don’t really overlap and don’t discuss the same issues.
 - R: This proposal only addresses existing commercially zoned land. It does not pre-empt or create zoning areas. Please see comments above.
- Audience: The Town is run by Town Meeting. If this passes, Town Meeting will give away a right to vet what types of businesses come to town.
 - R: Town Meeting does not possess the organizational structure nor technical skill to fully decide (either approve or deny) a proposal. The Planning Board does has this ability.
- Audience: The Concept Plan is not business friendly. It leads to long lead times for decisions, and market risks. This type of decision is probably best left to the appropriate Boards.

MOTION to Move the Question (Article 24 - Main Motion)

Moved and Seconded

Quantum: 2/3 Majority

Vote on the MOTION to Move the Question: Passed by 2/3 Majority vote

VOTE – Article 24 – Main Motion: Chair declared passed by 2/3 Majority vote

ARTICLE 25: TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA

To see if the Town will vote to amend the Town’s Zoning Bylaw by adding a new Section 218-16.2, entitled: **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**, that would provide as follows, and further, to amend the Bylaw’s Table of Contents to add Section 218-16.2, “Temporary Moratorium on Recreational Marijuana Establishments:”

Section 218-16.2 Purpose

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. Currently under the Zoning Bylaw, a non-medical Marijuana Establishment (hereinafter, a "Recreational Marijuana Establishment"), as defined in G.L. c. 94G, §1, is not specifically addressed in the Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments.

The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Section 218-16.2(a) Definition

"Recreational Marijuana Establishment" shall mean a "marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

Section 218-16.2(b) Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier.

During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*
Finance Committee: *No Position*
Planning Board: *Recommended Unanimously (4/6/2017)*

Summary: *Due to the fact that the Commonwealth has yet to set regulations for the use of recreational marijuana, the Board of Selectmen is recommending the adoption of a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. As stated in the proposed moratorium, it shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier.*

Mover: Anna Eliot

MOTION: I move that the Town vote to amend the Town's Zoning Bylaw by adding a new Section 218-16.2, entitled: "Temporary Moratorium on Recreational Marijuana Establishments," and adding a reference to that section in the Bylaw's Table of Contents, as set forth in the Warrant.

Moved and Seconded

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

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

ARTICLE 26: AMEND CHAPTER 175 – RETAIL SALES, HOURS OF

To see if Town will vote to vote to amend the Code of the Town of Groton by deleting Chapter 175, "Retail Sales, Hours Of" in its entirety and replacing it with a new Chapter 175, "Retail Sales, Hours Of", to read as follows:

CHAPTER 175, RETAIL SALES, HOURS OF

§ 175-1 Sale of food; violations and penalties.

- A. No person shall sell at retail between the hours of 12:00 a.m. and 5:00 a.m. any food. The term "food," as used in this chapter, shall include any article or commodity, however stored or packaged, intended for human consumption and shall include alcoholic beverages to be consumed off the premises at which they are sold, unless any other law, permit or license granted to the seller of such beverages shall otherwise provide.
- B. This section shall not apply to the sale of food or alcoholic beverages to be consumed on the premises at which they are sold or to be consumed off the premises on which they are sold when such sale is by a licensed common victualler primarily engaged in the sale of food to be consumed on such premises.
- C. Persons found guilty of violating this section shall pay a fine of \$200. For purposes of this section, each separate sale shall be deemed a separate offense. In the event of the sale of several items or articles at one time to one customer, only one sale shall be deemed to have taken place.

§ 175-2. Places of business engaged in selling of food; violations and penalties.

- A. No store or place of business engaged in the retail sale of food shall be open for the transaction of business between the hours of 12:00 a.m. and 5:00 a.m.
- B. This section shall not apply to the sale of food or alcoholic beverages to be consumed on the premises at which they are sold or to be consumed off the premises on which they are sold when such sale is by a licensed common victualler primarily engaged in the sale of food to be consumed on such premises.
- C. Violators of this section shall be subject to a fine of \$200 for each violation. In case of continuing violation, every calendar day upon which a store shall remain open shall be deemed a separate offense.

§ 175-3. Sale of fuel.

No person shall sell at retail between the hours of 12:00 a.m. and 5:00 a.m. any gasoline, oil, diesel fuel or other product used in the operation of a gasoline service station. The term "gasoline service station" shall mean a structure or lot used primarily for the sale at retail of gasoline and oil for servicing motor vehicles.

§ 175-4. Operation of gasoline service station; violations and penalties.

- A. No gasoline service station, as defined in § 175-3, shall be open between the hours of 12:00 a.m. and 5:00 a.m.
- B. Violations of this section shall be subject to a fine of \$200 for each violation. In the case of continuing violations, every calendar day or portion thereof upon which a gasoline service station shall remain open shall be deemed a separate offense.

§ 175-5 Construal of provisions.

Sections **175-3** and **175-4** shall be construed to constitute separate bylaw provisions enforceable independently of §§ **175-1** and **175-2** and of each other to the effect that if either one or the other is found to be unconstitutional or invalid, such finding shall not impair the constitutionality or validity of the remaining section.

or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *The purpose of this article is to allow retail stores and gasoline stations to operate between 5:00 a.m. and midnight. Currently, retail stores and gasoline stations can only operate between 6:00 a.m. and 11:00 p.m.*

Mover: Barry Pease

MOTION: I move that the Town vote to amend the Code of the Town of Groton by deleting Chapter 175, "Retail Sales, Hours Of" in its entirety and replacing it with a new Chapter 175, "Retail Sales, Hours Of", as set forth in the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote- Article 26 – Main Motion: Passed by Majority vote

ARTICLE 27: ADOPT M.G.L. CHAPTER 41, §41B - DIRECT DEPOSIT

To see if the Town will vote to accept the provisions of section 41B of chapter 41 of the General Laws to authorize the payment of salaries, wages, or other compensation by direct deposit to a bank or other financial institution account, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *Currently, a majority of the Town's employees utilize Direct Deposit for the payment of wages. There are several employees who still receive live checks. The use of live checks can cause administrative issues when they are lost or mutilated. By adopting this Chapter and Section of the General Laws, the Town can implement Direct Deposit for the payment of wages for all employees.*

Mover Barry Pease

MOTION: I move that the Town vote to accept the provisions of section 41B of chapter 41 of the General Laws to authorize the payment of salaries, wages, or other compensation by direct deposit to a bank or other financial institution account.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Requires all employees to be on direct deposit

VOTE on Article 27 – Main Motion: Passed by Majority vote

ARTICLE 28: BOAT EXCISE TAX PAYMENTS

To see if the Town will vote, pursuant to section 5G of chapter 40 of the General Laws, to establish a municipal waterways improvement and maintenance fund for the receipt of fifty percent of boat excise tax payments made under G.L. c. 60B, §2, and payments from the state or federal government, and the expenditure thereof for waterways maintenance and improvements, and law enforcement and fire prevention as authorized by section 5G, or to take any other action relative thereto.

GREAT PONDS ADVISORY COMMITTEE

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

Summary: *Massachusetts General Laws provides that a portion of the revenues received from Boat Excise taxes may be used by the Town for waterways improvements. If collected, Boat Excise taxes could amount to approximately \$2,500 per year. The two State boat ramps located on great ponds in Groton, Baddacook and Lost Lake, badly need portable sanitary facilities to eliminate the current unsanitary use of these ramps. The Commonwealth's Office of Fishing and Boating Access granted the Town permission to place handicapped accessible port-o-potties at each location. The Town received a quote that it would cost approximately \$1,800 annually to install these facilities. If this fund is established by Town Meeting, the revenues received from Boat Excise taxes can be used to cover this expense.*

Mover: Alex Woodle

MOTION: I move that the Town vote, pursuant to section 5G of chapter 40 of the General Laws, to establish a municipal waterways improvement and maintenance fund for the receipt of fifty percent of boat excise tax payments made under G.L. c. 60B, §2, and payments from the state or federal government, and the expenditure thereof for waterways maintenance and improvements, and law enforcement and fire prevention as authorized by section 5G.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 28 – Main Motion: Passed by Majority vote

ARTICLE 29: HANDICAP PARKING FINES

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 40, Section 22G, to allocate all funds received from fines assessed for violations of handicap parking to the Commission on Accessibility, with all funds so received to be deposited by the Town Treasurer in a separate account used solely for the benefit of persons with disabilities, or to take any other action relative thereto.

COMMISSION ON ACCESSIBILITY

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

Summary: *Adoption of this section of State Law will require that funds from parking tickets for handicapped parking violations be deposited in a special account. Such funds must be used for the benefit of people with disabilities. Examples include automatic door openers, assistive technology devices, access ramps, sign language interpreters, etc.*

Mover: Michelle Collette

MOTION: I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 40, Section 22G, to allocate all funds received from fines assessed for violations of handicap parking to the Commission on Accessibility, with all funds so received to be deposited by the Town Treasurer in a separate account used solely for the benefit of persons with disabilities.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 29 – Main Motion: Passed by Majority vote

ARTICLE 30: INCREASE DEMAND FEE ISSUED BY COLLECTOR

To see if the Town will vote to charge, for each written demand issued by the Collector, a fee of \$10.00, to be added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60, Section 15, effective as of July 1, 2017, or to take any other action relative thereto.

TOWN MANAGER

TOWN TREASURER/TAX COLLECTOR

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *One of the recommendations of the Sustainable Budget Study Committee was to review all fees collected by the Town of Groton. One of the fees that was reviewed was the demand fee the Tax Collector can charge for late payments of both motor vehicle and property tax bills. Currently, the Town charges a fee of \$5.00. State law allows a maximum fee of \$30.00. Town Meeting approval is needed in order to increase this fee. The Town Manager and Town Treasurer/Tax Collector are recommending that this fee be increased to \$10.00.*

Mover: John Petropoulos

MOTION: I move that the Town vote to charge, for each written demand issued by the Collector, a fee of \$10.00, to be added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60, Section 15, effective as of July 1, 2017.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 30 – Main Motion: Chair declared passed by Majority vote

ARTICLE 31: ACCEPTANCE OF CRYSTAL SPRING LANE AS A TOWN WAY

To see if the Town will vote to accept as a public way the roadway known as Crystal Spring Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Street Acceptance Plan, Crystal Spring Estates, Groton, Mass, prepared for High Oaks Realty Trust" dated December 23, 2014, Revised February 2, 2016, prepared by Ducharme & Dillis, Bolton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: **Voted to Recommend Road Layout (Sept 11, 2016)**

Summary: *To accept Crystal Spring Lane as a public way.*

Mover: Anna Eliot

MOTION: I move that the Town vote to accept as a public way the roadway known as Crystal Spring Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Street Acceptance Plan, Crystal Spring Estates, Groton, Mass, prepared for High Oaks Realty Trust" dated December 23, 2014, Revised February 2, 2016, prepared by Ducharme & Dillis, Bolton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 31 – Main Motion: Passed by Unanimous vote

ARTICLE 32: ACCEPTANCE OF ROBIN HILL ROAD AS A TOWN WAY

To see if the Town will vote to accept as a public way portion of the roadway known as Robin Hill Road, as heretofore laid out by the Board of Selectmen and as shown on two plans as follows:

Plan #1 - A plan entitled "Roadway As-Built for Robin Hill Road STA 0+00-9+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #2 - A plan entitled "Roadway As-Built for Robin Hill Road STA 9+00-18+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #3 - A plan entitled "Roadway As-Built for Robin Hill Road STA 18+00-24+00 and 24+00 to End In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 21, 2015, prepared by R. Wilson Associates, Acton, MA;

copies of which are on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Voted to Recommend Robin Hill Road become a public way (1/26/17)*

Summary: *To accept Robin Hill Road as a public way.*

Mover: Anna Eliot

MOTION: I move that the Town vote to accept as a public way a portion of the roadway known as Robin Hill Road, as heretofore laid out by the Board of Selectmen and as shown on three plans as follows:

Plan #1 - A plan entitled "Roadway As-Built for Robin Hill Road STA 0+00-9+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #2 - A plan entitled "Roadway As-Built for Robin Hill Road STA 9+00-18+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #3 - A plan entitled "Roadway As-Built for Robin Hill Road STA 18+00-24+00 and 24+00 to End In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 21, 2015, prepared by R. Wilson Associates, Acton, MA;

copies of which are on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Audience: Why should the Town accepts a road?
 - R: Under the sub-division rules, it is expected that the Town will take over roads built to specifications for the benefit of the affected taxpayers.

Vote on Article 32 – Main Motion: Passed by Unanimous vote

ARTICLE 33: ACCEPTANCE OF CARDINAL LANE AS A TOWN WAY

To see if the Town will vote to accept as a public way the roadway known as Cardinal Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Roadway As-Built for Cardinal Lane in Groton, Mass. Owner: Fox Meadow Realty Group", dated December 15, 2014, prepared by R. Wilson Associates, Land Surveyors and Civil Engineers, Acton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Cardinal Lane be laid out as a public road (1/26/2017)*

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

Mover: Anna Eliot

MOTION: I move that the Town vote to accept as a public way the roadway known as Cardinal Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Roadway As-Built for Cardinal Lane in Groton, Mass. Owner: Fox Meadow Realty Group", dated December 15, 2014, prepared by R. Wilson Associates, Land Surveyors and Civil Engineers, Acton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 33 – Main Motion: Passes by Unanimous vote

ARTICLE 34: CONVEY LAND, ASSESSORS' MAP 128, PARCEL 12, LOT 0

To see if the Town will vote to transfer to the custody and control of the Board of Selectmen a certain parcel of land shown on Assessors' Map 128 as Parcel 12 Lot 0 for the purpose of sale or conveyance, and to authorize the Board of Selectmen to convey such land for consideration of \$1.00 to Ms. Linda Grey, and to take all actions and execute all documents required in connection therewith, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Summary: *To correct a situation where a structure was enlarged on a parcel of land that was Town property. The parcel of land that was owned by Marcel Gervais abuts the lot owned*

by the Town. Mr. Gervais purchased the parcel in 1979 for cash payment of \$19,900 with a seasonal cottage on the lots. No title search was done and he put an addition on the structure which encroached on the Town land. Mr. Gervais found out about 10 years ago that his house was on Town land and started to work with the Town to correct the situation. He has since passed away and his wife is not able to do anything with the property until this is corrected. Since they have been paying taxes on the parcel with the addition since 1989, the Assessors believe the property should be sold to Linda Grey.

Mover: Donald Black

MOTION: I move that the Town vote to transfer to the custody and control of the Board of Selectmen a certain parcel of land shown on Assessors' Map 128 as Parcel 12 Lot 0 for the purpose of sale or conveyance, and to authorize the Board of Selectmen to convey such land for consideration of \$1.00 to Ms. Linda Grey, and to take all actions and execute all documents required in connection therewith.

Moved and Seconded

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

Vote on Article 34 – Main Motion: Passed by Unanimous vote

ARTICLE 35: CITIZENS' PETITION – CREATE TOWN SEAL COMMITTEE

To see if the Town will vote to require the Board of Selectmen to appoint a five (5) member Town Seal Committee charged with soliciting public input into the design for a new Town Seal; selecting from among the submissions received, the design that best embodies Groton's character, history and aspirational values; and presenting that design to a future Town Meeting for approval, or to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Greg Fishbone	95 Main Street	Ellen Olson-Brown	46 Willowdale Road
Jack McCaffrey	8 Prescott Street	Judith Stuer-Moore	55 Willowdale Road
James L. Gmeiner	366 Longley Road	Peter Santoro	59 Raddin Road
Deborah Santoro	59 Raddin Road	Stuart M. Schulman	39 Chicopee Row
Jeff Warmouth	526 Chicopee Row	Dori Fishbone	95 Main Street

Board of Selectmen: 2 For – Petropoulos, Degen; 2 Against – Cunningham, Pease; 1 No Position – Eliot
Finance Committee: No Positon

Summary: This article would require the Selectmen to appoint a five member Committee charged with designing a new Town Seal for Town Meeting approval.

Mover: Greg Fishbone

MOTION: I move that the vote to require the Board of Selectmen to appoint a five (5) member Town Seal Committee charged with soliciting public input into the design for a new Town Seal; selecting from among the submissions received, the design that best embodies

Groton's character, history and aspirational values; and presenting that design to a future Town Meeting for approval.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

MOVER: Greg Fishbone (Intention is to strike and replace the original motion)

MOTION: I move that the Town vote to advise the Board of Selectmen to appoint a five (5) member committee regarding issues of inclusion, tolerance, and respect in the official and unofficial symbols of the Town for uses that include, but are not limited to, the marketing or branding of town services, signage for wayfinding or navigation, and promoting Groton as a cultural and recreational destination.

Moved and Seconded
Quantum: Majority

Discussion:

- The Moderator allowed debate on both the Main Motion and the proposed amendment.
- Mr. Fishbone presented an argument in favor of the Article.
- Mr. Black presented an argument against the Article.
- Sustainability Commission voted to support the Article (4/8/2017).
- Letter from Representative Harrington opposing the Article was read.
- Letter from Selectman Degen in favor of the Article was read.

MOTION to MOVE the Question

The Moderator ruled that this motion was presented before the Meeting could have a fair discussion of the Article and did not accept the motion.

- Audience: Many emotional arguments were made for and against the article.
 - In Favor: The seal honors Town history; Items on the seal represent important aspects of Groton life at the inception of the Town and during its development.
 - Against: The items on the seal do not represent Groton as it is today.
- Some audience members suggested this question should go to the ballot.

MOTION to MOVE the Question (both the Amendment and Main Motion)

Moved and Seconded
Quantum: 2/3 Majority
Vote on Motion to Move the Question: Passed by 2/3 Majority

VOTE on Article 35 – Motion to Amend (Strike and Replace): Defeated

VOTE on Article 35 – Main Motion: Defeated

ARTICLES 36 THROUGH 41 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER ARTICLE 41.

[Ed. Note: The Consent Agenda Motion and Vote are recorded after the listing for Article 41]

ARTICLE 36: APPLY FOR GRANTS

To see if the Town will vote to authorize the Board of Selectmen to apply for Federal and State Grants for which the Town is or may be eligible and to expend the funds received thereunder, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

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

ARTICLE 37: DEBT SERVICE FOR SURRENDEN FARMS

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2017 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Community Preservation Committee: Recommended Unanimously

Summary: *This article appropriates the debt payments for the Surrenden Farm Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2018 is \$476,722. To fund this, \$80,000 would be paid from the Open Space Reserve and \$396,722 would be paid from the Unallocated Reserve.*

ARTICLE 38: SUPPLEMENT PRIOR BORROWING VOTES

To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *The recently approved Massachusetts Municipal Modernization Act (adopted on November 7, 2016) amended Chapter 44, Section 20 of the General Laws changing the manner in which Bond Proceeds (surplus gained when selling Municipal Bonds) can be used. It changes the treatment of bond premiums from general fund revenue to allow that it be used to pay project costs and reduce the amount borrowed, thereby reducing the debt service payment on capital projects. The purpose of this Article is to allow the Town to apply this change in the law to previously approved capital projects that authorized the Town to borrow funds to complete the project, but have yet to be permanently financed.*

ARTICLE 39: CREATE BYLAW ESTABLISHING VARIOUS REVOLVING FUNDS

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E ½, as most recently amended, to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

There are hereby established in the Town of Groton pursuant to the provisions of G.L. C.44, sec 53E ½, the following Revolving Funds:

Program or Purpose	Representative or Board Authorized to Spend	Department Receipts
Stormwater Management	Earth Removal/Stormwater Advisory Committee	Stormwater Management/Low-Impact Development Fees
Conservation Commission Land Management	Conservation Commission	Agricultural/Silvicultural Fees
Affordable Housing Marketing	Town Manager	Fees from Developers for Affordable Units
Home Recycling Equipment Support	DPW Director	Sale of Recycling Equipment
Access for Persons with Disabilities	Commission on Accessibility	Handicap Parking Violation Fines

Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, sec. 53E ½.

And, further, to set FY2018 spending limits for such revolving funds as follows:

Program or Purpose	FY 2018 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Affordable Housing Marketing	\$50,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000

or take any other action relative thereto.

TOWN MANAGER

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

Summary: *In previous years, Town Meeting would vote to create and set the limit on various revolving funds. Each revolving fund would require a separate article. Recently, the General Laws of the Commonwealth were amended to allow municipalities to adopt a bylaw that would authorize the revolving fund, thereby eliminating the necessity to have separate votes on each fund. In the future, all Town Meeting will have to do is set the annual spending limit each fiscal year.*

ARTICLE 40: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, 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, or to take any other action relative thereto.

BOARD OF ASSESSORS

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

Summary: *This article is geared toward elderly persons, blind persons and veterans with service connected disabilities. It would increase the exemption under state statute up to 100% of the exemption. Section 5C1/2 was enacted in 2014 and replaces the special legislation that previously authorized the additional exemption, Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988.*

ARTICLE 41: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, §5, which, 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, making certain veterans and their surviving spouses or parents, eligible for the property tax exemptions under Massachusetts General Laws, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *The Town of Groton has adopted the provisions of MGL Chapter 59, Section 5 Clause 22 for a Veteran domiciled in Massachusetts for 6 consecutive months before entering the service or domiciled in Massachusetts for not less than 5 years prior to filing for his/her exemption. By local option, the residency requirement can be reduced to 1 year by a vote of Town Meeting.*

Mover: John Petropoulos

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 \$396,722 from the Community Preservation Fund Unallocated Reserve for a total of \$476,722 to fund the Surrenden Farm debt service for Fiscal Year 2018; 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.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

The Moderator read the Article Number and Title of each article in the Consent Agenda and asked if a voter wished to “hold” the Article for a separate vote. No “holds” were offered.

Vote on Consent Agenda Main Motion for Articles 36 through 41:
Passed by Unanimous vote

MOTION to DISSOLVE the Spring 2017 Town Meeting:
Moved and Seconded
Quantum: Majority
Vote on Motion to Dissolve: Passed by Unanimous vote

The Spring 2017 Town Meeting was dissolved at 9:10 PM on May 8, 2017.

Moderator's Consent Agenda to Save Time at Town Meeting

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.

The warrant identifies which articles are proposed for the consent agenda. If the articles in the consent agenda changes prior to Town Meeting but after the printing of the warrant, voters will be advised at Town Meeting.

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 and be prepared to speak to the article later in the meeting.

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 be ready to state which article(s) they wish to hold for individual consideration

Any voter with questions about Town Meeting procedure may call Town Moderator Jason Kauppi at (978) 391-4506 or email him at moderator@townofgroton.org.

2017 Spring Town Meeting Minutes

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

Given under our hands this 3rd Day of April in the year of our Lord Two Thousand Seventeen.

John G. Petropoulos

John G. Petropoulos, Chairman

Joshua A. Degen

Joshua A. Degen, Vice-Chairman

Barry A. Pease

Barry A. Pease, Clerk

Peter S. Cunningham

Peter S. Cunningham, Member

Anna Eliot

Anna Eliot, Member

OFFICERS RETURN

Groton, Middlesex

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

Constable

Date Duly Posted

**BUDGET MESSAGE FROM THE
TOWN MANAGER
AND
FINANCE COMMITTEE**

**TOWN OF GROTON
FISCAL YEAR 2018**

Pursuant to Article 6, Sections 6-3 and 6-4 of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Board of Selectmen and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2018 Operating Budget for the Town of Groton. This is the second year in which the Board of Selectmen and Finance Committee have provided direction prior to the development of the proposed budget in compliance with the revised Financial Policies of the Town. The Finance Committee and Board of Selectmen met with the Finance Team, comprised of the Town Manager, Town Accountant, Treasurer/Collector, Principal Assessor, Human Resources Director and Executive Assistant prior to the issuance of the initial budget instructions to review objectives and develop specific goals that would be followed during the development of the Fiscal Year 2018 Proposed Operating Budget.

The Board of Selectmen and Finance Committee voted that overall municipal spending should not increase by more than 2.4% and directed the Finance Team to continue to plan for the future and develop a budget that will be sustainable in future years. The initial budget proposed by the Town Manager on December 31, 2016 met the directive of providing a budget that keeps municipal spending to an increase of no more than 2.4%, including excluded debt, while continuing to provide the same level of services that our residents currently receive. When you remove excluded debt, the actual increase in the Proposed Budget was 2.86%.

When developing the Town's estimated revenues for Fiscal Year 2018, there were several factors that had a positive impact on these revenues. First, based on the current budget before the State Legislature, it appears that Groton will receive an increase of approximately \$55,000 in State Aid in Fiscal Year 2018. Second, the local meals tax continues to boost local receipts and we believe the Town will receive over \$100,000 in these revenues in FY 2018. The third factor involves the final new growth certified for Fiscal Year 2017. When the FY 2017 Budget was originally developed, the Town estimated approximately \$17 million in new growth, generating about \$319,000 in additional levy capacity. The final new growth certified in the beginning of December, 2016 was certified at approximately \$24 million, generating over \$444,000 in additional levy capacity. Fourth, the Town has approximately \$674,000 in its Excess and Deficiency Fund (Free Cash) that can be used to address non-recurring issues that will help offset future costs in both Debt Service and Other Post-Employment Benefits (OPEB). The final factor that had a positive impact on revenues for Fiscal Year 2018 is the work of the Sustainable Budget Study Committee. Several of their recommendations have been adopted as part of the Fiscal Year 2018 Budget that has generated over \$100,000 in new revenues for Fiscal Year 2018.

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The following chart shows the anticipated new revenues that can be used to balance the proposed budget:

<u>Revenue Source</u>	<u>Actual FY 2017</u>	<u>Proposed FY 2018</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Property Tax	\$ 28,151,493	\$ 29,129,180	\$ 977,687	3.47%
Unexpended Tax Capacity	\$ (178,840)	\$ (114,542)	\$ 64,298	-35.95%
State Aid	\$ 860,020	\$ 915,112	\$ 55,092	6.41%
Local Receipts	\$ 3,608,413	\$ 3,828,472	\$ 220,059	6.10%
Free Cash	\$ 60,000	\$ 292,300	\$ 232,300	387.17%
Other Available Funds	\$ 225,000	\$ 266,000	\$ 41,000	18.22%
TOTAL	\$ 32,726,086	\$ 34,316,522	\$ 1,590,436	4.86%

Due to some of the positive revenue factors outlined above, the Finance Committee, Board of Selectmen and Town Manager were able to address additional issues that will improve the overall delivery of services to our residents. To this end, we would like to call to your attention various areas within the Proposed Operating Budget.

First, the Town of Groton has been very fortunate to have such an outstanding Fire Department consisting of both Career and Call Firefighters. This combination has allowed the Town to provide excellent Fire and EMS services to our residents in an extremely cost effective manner. That said, the Town has struggled to recruit and retain on-call Firefighters and EMT's. This is not just a problem in the Town of Groton, but a national trend that is likely to continue due to the increased training requirements for Call Firefighters. These requirements are very demanding and have been known to be prohibitive to working adults. According to a memorandum sent to the Board of Selectmen by our Fire Chief, Steele McCurdy, *"the training provided today to our firefighters and EMT's has increased significantly over the past 20 years due to the changing mission of the fire service and ever increasing hazards of the modern fire. This increase in initial training coupled with the demands of work and family are proving to be a significant obstacle to the addition of new on-call personnel. The importance of constant recruitment cannot be overstated as the department relies heavily upon the consistent recruitment of personnel to counter the attrition seen from year to year."*

Due to the budgetary constraints the Town is facing in Fiscal Year 2018 and future years, the addition of Full-time Firefighters will be a very difficult proposition. However, the Town needs to take some action in Fiscal Year 2018. The Fire Chief has developed a couple of programs to address recruitment of qualified Call Firefighters. One program is the creation of the Groton Fire Explorer program which allows young adults (ages 14-21) to participate in the Fire Department through the Boy Scouts of America. Participating at a young age will hopefully encourage these individuals to become involved in both the Fire Department and Community, with hope that they will join the Call Department when they get older. The second program that the Chief has developed is the Auxiliary Firefighter/EMT program, which allows individuals interested in joining the Groton Fire Department to participate in a more limited role while they receive their Firefighter training. While both these programs are encouraging for the future, the Town has an immediate problem that needs to be addressed. The Town has seen several calls for ambulance services requiring mutual aid coverage because our Call EMT's were unavailable.

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To this end, the Fire Chief proposed in his operating budget a \$73,000 line item to provide compensation to Call EMT's and Officers as an incentive to sign up for call shifts. Under this "Pilot Program" plan, if an EMT signs up for a shift, he/she will guarantee to be available and will respond to calls should they occur. According to Department policy, members are required to maintain a minimum number of on-call hours each month but are not currently compensated for this time commitment. By offering a financial incentive, we would expect more EMT's will cover shifts that are normally difficult to cover. The most difficult shifts to cover are from 6:00 p.m. to 6:00 a.m. on Fridays, Saturdays and Sundays, although this program would target overnight coverage seven days a week. Article 6 in the Warrant requests Town Meeting to adopt this Pilot Program.

Second, in Fiscal Year 2016, the Town Meeting appropriated the necessary funding to provide lifeguards at Sargisson Beach. This was extremely popular for our residents and there was high utilization of Sargisson Beach. Due to the budgetary constraints that the Town faced in Fiscal Year 2017, funding for the lifeguards was eliminated from the Budget to address other more pressing issues. However, thanks to the generous donation of several residents, the Town was able to provide lifeguards at Sargisson Beach last summer. When the Town Manager submitted the original Fiscal Year 2018 Budget, funding for the lifeguards was not included. Since that time, as explained earlier, additional revenues became available and the Finance Committee, Board of Selectmen and Town Manager decided to recommend funding the lifeguards again in Fiscal Year 2018. The cost for this program is \$25,257.

Third, with a healthy level of funding in our Excess and Deficiency Fund, the Finance Committee requested that the Finance Team re-evaluate the way we had planned to fund current and anticipated bond authorizations. The Town currently has three bond authorizations for the following projects: Four Corners Sewer Engineering - \$300,000; Lost Lake Fire Protection - \$1,837,000; Public Safety Radio Project - \$650,000. In addition, Article 9 of the Warrant will request a bond authorization of \$995,000 to purchase a new Ladder Truck for the Fire Department. The Fiscal Year 2017 Proposed Operating Budget had proposed that the Town use Bond Anticipation Notes (BANs) to cover the short-term debt service on the previously authorized projects and then permanently finance those bonds (with the exception of the Four Corners Sewer Engineering), as well as the proposed purchase of the Ladder Truck, in Fiscal Year 2020. To pay the debt service on these bonds (less the Four Corners Sewer Engineering), it was proposed to utilize a reduction in the Pension Budget in FY 2020 of approximately \$190,000.

The goal of this evaluation was to stabilize debt service within the levy limit, free up levy capacity to pay for other services, and reduce interest payments for the Town. To that end, the Finance Team proposed, and the Finance Committee approved, a recommendation to utilize \$132,300 in Free Cash to pay down the principal on the approved bond authorizations. This will allow the Town to stabilize debt service in the Operating Budget and choose to either continue to pay down principal each year, or determine the best time to permanently finance the approved bond authorizations. This plan provides greater flexibility to the Town relative to financing the Town's debt.

Fourth, two years ago, we implemented a plan that we felt would allow us to eliminate the taxpayer subsidy to operate the Groton Country Club. The goal was to eliminate this subsidy within three years. In order to achieve this, we made several changes in the way we manage and operate the Groton Country Club. Through the leadership of our General Manager/Head Golf Professional Shawn Campbell, this plan has been extremely successful. Over the last

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three years the taxpayer subsidy has decreased from \$273,683 in FY 2015, to approximately \$100,000 last year. Based on recent growth trends and consolidation of expenses, we believe that in Fiscal Year 2018, the Groton Country Club will be completely self-sufficient without the need of any taxpayer subsidy. This includes all operational expenses as well as overhead costs contained within the Town's Operating Budget. Please note that the requested operational budget for FY 2018 is \$379,620. The following chart shows the total anticipated expenses of the Country Club in FY 2018 and anticipated revenues that are not expected to require any taxpayer subsidy in Fiscal Year 2018:

<u>Item</u>	<u>FY 2018 Expense</u>
Country Club Salaries	\$143,285
Country Club Wages	\$113,881
Country Club Expenses	\$122,454
Capital Purchases	\$ 11,600
Wages in Operating Budget	\$ 12,296
Health Insurance	\$ 25,186
Payroll Taxes	\$ 3,907
Insurance	\$ 15,878
Building Costs	\$ 4,000
Unemployment	<u>\$ 8,000</u>
Sub-Total Expense	\$460,487
Less Anticipated FY 2018 Revenue	\$460,487
Taxpayer Subsidy	\$ 0

Fifth, at the 2015 Spring Town Meeting, the Board of Selectmen and Finance Committee agreed to request that Town Meeting accept the provisions of Chapter 32B, §20 of the General Laws that established a separate trust fund known as the Other Post-Employment Benefits Liability Trust Fund. Beginning in Fiscal Year 2016, the Town funded this Trust by transferring from the Operating Budget the amount of money necessary to cover the annual liability (about \$200,000) for our retirees' health insurance. While this allows us to cover our annual obligation, it does nothing to address our accrued liability. GASB 45 requires that a periodic actuarial analysis be done to identify the costs of OPEB that are earned by public employees during their years of service, and then also requires that this cost be reported as an accrued liability and included as a footnote to the Town's financial statements. Groton's liability at the beginning of Fiscal Year 2016 is \$8.1 million (including the Enterprise Funds). While there is still no obligation to fund this liability, choosing to leave it unfunded may negatively impact the Town's ability to maintain a high credit rating and thereby control debt service costs.

The Finance Team recommended that the Town begin to pay down this liability. To that end, in addition to the transfer of money from the Operating Budget to offset the Town's annual liability, Article 5 will request an additional \$100,000 be transferred from the Town's Excess and Deficiency Fund to the Town's OPEB Trust Fund, to begin making substantial contributions to pay down the Town's liability.

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Finally, the Town has seven (7) Collective Bargaining Units. All Agreements were renewed in FY 2016 for three (3) years. Fiscal Year 2018 will be the final year of the contracts. Five of the Unions have agreed to a 2% wage adjustment in FY 2018. Both the Patrolmen’s Association and Superior Officers’ Union do not receive a wage adjustment in FY 2018. As has been our practice, the remaining three (3) By-Law employees receive the same adjustment as the Supervisors’ Union, a wage adjustment of two (2%) percent. When you take into consideration these agreements, along with the employees that have contracts, salaries and wages will increase by \$88,071 in FY 2018. This will be the sixth year that we have implemented the performance incentive program for many of our union employees, as well as our By-Law employees. This program allows employees to earn up to an additional two (2%) percent wage increase based on a review of their performance by their department manager. The Fiscal Year 2018 impact for this program is \$49,022, bringing the total increase in salaries and wages due to collective bargaining in FY 2018 to \$137,093.

Section 6-5 of the Groton Charter requires the Finance Committee to provide a report that details the differences between the Town Manager’s Proposed Budget and their final Proposed Budget. The following Chart shows the differences between the budget received by the Finance Committee from the Town Manager on December 31, 2016 and the budget that will be proposed to the 2017 Spring Town Meeting:

LINE	DEPARTMENT/DESCRIPTION	FY 2018 TOWN MANAGER ORIGINAL PROPOSED	FY 2018 FINANCE COMMITTEE APPROVED
BOARD OF SELECTMEN			
1024	Minor Capital	\$ -	\$ 27,000
NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL			
1400	Operating Expenses	\$ 611,524	\$ 607,520
GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT			
1410	Operating Expenses	\$ 19,149,093	\$ 19,108,378
LIBRARY			
1661	Wages	\$ 307,082	\$ 316,472
1662	Expenses	\$ 204,346	\$ 195,621
WATER SAFETY			
1681	Expenses and Minor Capital	\$ 2,732	\$ 27,989
DEBT SERVICE			
2004	Short Term Debt - Principal - Town	\$ -	\$ 294,100
2005	Short Term Debt - Interest - Town	\$ 71,000	\$ 31,100

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The following chart is a breakdown of the Finance Committee's Proposed Fiscal Year 2018 Operating Budget by function:

<u>Category</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 1,889,183	\$ 1,946,980	\$ 57,797	3.06%
Land Use	\$ 425,575	\$ 434,948	\$ 9,373	2.20%
Protection of Persons and Property**	\$ 3,677,815	\$ 3,845,214	\$ 167,399	4.55%
Department of Public Works	\$ 2,114,413	\$ 2,136,809	\$ 22,396	1.06%
Library and Citizen Services	\$ 1,565,030	\$ 1,595,272	\$ 30,242	1.93%
Sub-Total - Wages and Expenses	\$ 9,672,016	\$ 9,959,222	\$ 287,206	2.97%
Debt Service	\$ 1,282,713	\$ 1,464,319	\$ 181,606	14.16%
Employee Benefits	\$ 3,592,512	\$ 3,842,510	\$ 249,998	6.96%
Sub-Total - All Municipal	\$ 14,547,241	\$ 15,266,051	\$ 718,810	4.94%
Nashoba Tech	\$ 570,080	\$ 607,520	\$ 37,440	6.57%
Groton-Dunstable Operating	\$ 18,399,093	\$ 19,108,378	\$ 709,285	3.85%
Groton-Dunstable Excluded Debt	\$ 1,086,471	\$ 1,077,059	\$ (9,412)	-0.87%
Groton-Dunstable Debt	\$ 57,103	\$ 59,835	\$ 2,732	4.78%
Sub-Total - Education	\$ 20,112,747	\$ 20,852,792	\$ 740,045	3.68%
Grand Total - Town Budget**	\$ 34,659,988	\$ 36,118,843	\$ 1,458,855	4.21%
** Fiscal Year 2018 total includes the \$73,000 On-Call EMT Pay Incentive				

The total Proposed Fiscal Year 2018 Operating Budget, including the Regional Schools Assessments and excluded debt, but excluding the On-Call EMT Pay Incentive (\$73,000) is \$36,045,843 or an increase of 4.00%. When you factor in the On-Call EMT Pay Incentive, this proposed budget is \$114,542 under the anticipated FY 2018 Proposition 2½ Levy Limit. When you take into consideration the proposed Fire Department EMT Pay Incentive, Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed budget is \$39,043,339. The Fiscal Year 2017 Tax Rate has been certified at \$18.26. Based on the Proposed Budget, the estimated Tax Rate in Fiscal Year 2018 is \$18.68, or an increase of \$0.42. In Fiscal Year 2017, the average Tax Bill in the Town of Groton (based on a home valued at \$425,000) is \$7,761. Under this proposed budget, that same homeowner can expect a tax bill of \$7,939 or an increase of \$179. The following chart shows a comparison between FY 2017 and FY 2018:

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	Actual	Proposed	Dollar	Percent
	<u>FY 2017</u>	<u>FY 2018</u>	<u>Change</u>	<u>Change</u>
Levy Capacity Used*	\$ 27,972,653	\$ 29,007,832	\$ 1,035,179	3.70%
Tax Rate on Levy Capacity Used	\$ 16.91	\$ 17.38	\$ 0.47	2.78%
Average Tax Bill	\$ 7,187	\$ 7,387	\$ 200	2.78%
Excluded Debt	\$ 2,232,427	\$ 2,174,878	\$ (57,549)	-2.58%
Tax Rate on Excluded Debt	\$ 1.35	\$ 1.30	\$ (0.05)	-3.70%
Average Tax Bill	\$ 574	\$ 553	\$ (21)	-3.70%
Final Levy Used	\$ 30,205,080	\$ 31,182,710	\$ 977,630	3.24%
Final Tax Rate	\$ 18.26	\$ 18.68	\$ 0.42	2.30%
Average Tax Bill	\$ 7,761	\$ 7,939	\$ 179	2.30%

The Town Manager and Finance Committee would like to take this opportunity to thank the Board of Selectmen, Town Accountant Patricia DuFresne, Town Treasurer/Collector Michael Hartnett, Principal Assessor Rena Swezey, Human Resources Director Melisa Doig, Executive Assistant Dawn Dunbar and all of the Departments, Boards, Committees and Commissions for their outstanding work and cooperation in assisting in the preparation of the Proposed Operating Budget. In addition, the outstanding support and cooperation by Interim Superintendent of Schools Bill Ryan, Interim Business Manager Frank Antonelli, Assistant Business Manager Michael Knight and the Groton Dunstable Regional School District Committee was extremely important in developing this budget.

Respectfully submitted,

Mark W. Haddad

Groton Town Manager

Respectfully submitted,

Gary Green, Chairman

Robert Hargraves

Arthur Prest

Bud Robertson

Lorraine Leonard

David Manugian

Jon Sjoberg

Town of Groton Finance Committee

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TOWN OF GROTON				
FISCAL YEAR 2018				
REVENUE ESTIMATES				
		BUDGETED	ESTIMATED	
		FY 2017	FY 2018	CHANGE
PROPERTY TAX REVENUE		\$ 28,151,493	\$ 29,129,180	\$ 977,687
DEBT EXCLUSIONS		\$ 2,232,427	\$ 2,172,895	\$ (59,532)
CHERRY SHEET - STATE AID		\$ 860,020	\$ 915,112	\$ 55,092
UNEXPENDED TAX CAPACITY		\$ (178,840)	\$ -	\$ 178,840
LOCAL RECEIPTS:				
General Revenue:				
Motor Vehicle Excise Taxes		\$ 1,400,000	\$ 1,438,435	\$ 38,435
Meals Tax		\$ 100,000	\$ 100,000	\$ -
Penalties & Interest on Taxes		\$ 90,000	\$ 90,000	\$ -
Payments in Lieu of Taxes		\$ 220,000	\$ 230,000	\$ 10,000
Other Charges for Services		\$ 67,250	\$ 67,250	\$ -
Fees		\$ 325,000	\$ 325,000	\$ -
Rentals		\$ 32,500	\$ 32,500	\$ -
Library Revenues		\$ 12,000	\$ 12,000	\$ -
Other Departmental Revenue		\$ 611,063	\$ 750,800	\$ 139,737
Licenses and Permits		\$ 275,000	\$ 275,000	\$ -
Fines and Forfeits		\$ 30,000	\$ 30,000	\$ -
Investment Income		\$ 17,000	\$ 17,000	\$ -
Recreation Revenues		\$ 428,600	\$ 460,487	\$ 31,887
Miscellaneous Non-Recurring				\$ -
Sub-total - General Revenue		\$ 3,608,413	\$ 3,828,472	\$ 220,059
Other Revenue:				
Free Cash		\$ 60,000	\$ 292,300	\$ 232,300
Stabilization Fund for Minor Capital		\$ -	\$ -	\$ -
Stabilization Fund for Tax Rate Relief		\$ -	\$ -	\$ -
Capital Asset Stabilization Fund		\$ 426,980	\$ 415,692	\$ (11,288)
EMS/Conservation Fund Receipts Reserve		\$ 225,000	\$ 266,000	\$ 41,000
Community Preservation Funds		\$ -	\$ -	\$ -
Water Department Surplus		\$ -	\$ -	\$ -
Sewer Department Surplus		\$ -	\$ -	\$ -
Insurance Reimbursements		\$ -	\$ -	\$ -
Encumbrances		\$ -	\$ -	\$ -
Sub-total - Other Revenue		\$ 711,980	\$ 973,992	\$ 262,012
WATER DEPARTMENT ENTERPRISE		\$ 1,024,851	\$ 1,131,936	\$ 107,085
SEWER DEPARTMENT ENTERPRISE		\$ 698,276	\$ 699,840	\$ 1,564
LOCAL ACCESS CABLE ENTERPRISE		\$ 230,779	\$ 206,454	\$ (24,325)
TOTAL ESTIMATED REVENUE		\$ 37,339,399	\$ 39,057,881	\$ 1,718,482

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TOWN OF GROTON		
FISCAL YEAR 2018		
TAX LEVY CALCULATIONS		
FY 2018 PROPOSED EXPENDITURES		
General Government	\$	1,946,980
Land Use Departments	\$	434,948
Protection of Persons and Property	\$	3,772,214
Regional School Districts	\$	20,852,792
Department of Public Works	\$	2,136,809
Library and Citizen Services	\$	1,595,272
Debt Service	\$	1,464,319
Employee Benefits	\$	3,842,510
Sub-Total - Operating Budget		\$ 36,045,843
Additional Appropriations At Town Meeting		
Fire Department Call Incentive Pay	\$	73,000
OPEB Additional Funding	\$	200,000
A. TOTAL DEPARTMENTAL BUDGET REQUESTS		\$ 36,318,843
B. CAPITAL BUDGET REQUESTS		\$ 516,692
C. ENTERPRISE FUND REQUESTS		\$ 1,797,281
D. COMMUNITY PRESERVATION REQUEST		
OTHER AMOUNTS TO BE RAISED		
1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	-
5. Total cherry sheet offsets	\$	1,000
6. Revenue deficits	\$	-
7. Offset Receipts	\$	20,000
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	200,000
10. Other		
E. TOTAL OTHER AMOUNTS TO BE RAISED		\$ 221,000
F. STATE AND COUNTY CHERRY SHEET CHARGES		\$ 89,523
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS		\$ 100,000
TOTAL PROPOSED EXPENDITURES		\$ 39,043,339
FY 2018 ESTIMATED RECEIPTS		
ESTIMATED TAX LEVY		
Levy Limit	\$	29,129,180
Debt Exclusion	\$	2,172,895
A. ESTIMATED TAX LEVY		\$ 31,302,075
B. CHERRY SHEET ESTIMATED RECEIPTS		\$ 915,112
C. LOCAL RECEIPTS NOT ALLOCATED		\$ 3,828,472
C. OFFSET RECEIPTS		\$ -
D. ENTERPRISE FUNDS		\$ 2,038,230
E. COMMUNITY PRESERVATION FUNDS		\$ -
F. FREE CASH		\$ 392,300
OTHER AVAILABLE FUNDS		
1. Stabilization Fund		
2. Capital Asset Fund	\$	415,692
3. EMS/Conservation Fund	\$	266,000
G. OTHER AVAILABLE FUNDS		\$ 681,692
TOTAL ESTIMATED RECEIPTS		\$ 39,157,881
FY 2018 SURPLUS/(DEFICIT)		\$ 114,542

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APPENDIX A		TOWN OF GROTON						
		FISCAL YEAR 2018						
				FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
		ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
GENERAL GOVERNMENT								
MODERATOR								
1000	Salaries	\$ 65	\$ 65	\$ 65	\$ 65	0.00%	\$ 0.01	0.00%
1001	Expenses	\$ 19	\$ 80	\$ 80	\$ 80	0.00%	\$ 0.02	0.00%
DEPARTMENTAL TOTAL		\$ 84	\$ 145	\$ 145	\$ 145		\$ 0.03	0.00%
BOARD OF SELECTMEN								
1020	Salaries	\$ 3,891	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1022	Expenses	\$ 6,284	\$ 2,000	\$ 3,000	\$ 3,000	50.00%	\$ 0.64	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1024	Minor Capital	\$ 26,717	\$ -	\$ 27,000	\$ 27,000	100.00%	\$ 5.80	0.07%
DEPARTMENTAL TOTAL		\$ 36,892	\$ 2,000	\$ 30,000	\$ 30,000	1400.00%	\$ 6.44	0.08%
TOWN MANAGER								
1030	Salaries	\$ 188,596	\$ 197,572	\$ 204,592	\$ 204,592	3.55%	\$ 43.93	0.55%
1031	Wages	\$ 95,178	\$ 102,646	\$ 106,780	\$ 106,780	4.03%	\$ 22.93	0.29%
1032	Expenses	\$ 3,800	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.86	0.01%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 287,574	\$ 304,218	\$ 315,372	\$ 315,372	3.67%	\$ 67.72	0.85%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
FINANCE COMMITTEE								
1040	Expenses	\$ -	\$ 210	\$ 210	\$ 210	0.00%	\$ 0.05	0.00%
1041	Reserve Fund	\$ 64,441	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 32.21	0.41%
DEPARTMENTAL TOTAL								
		\$ 64,441	\$ 150,210	\$ 150,210	\$ 150,210	0.00%	\$ 32.25	0.41%
TOWN ACCOUNTANT								
1050	Salaries	\$ 81,538	\$ 84,833	\$ 87,395	\$ 87,395	3.02%	\$ 18.77	0.24%
1051	Wages	\$ 40,950	\$ 42,360	\$ 44,067	\$ 44,067	4.03%	\$ 9.46	0.12%
1052	Expenses	\$ 34,267	\$ 30,975	\$ 31,185	\$ 31,185	0.68%	\$ 6.70	0.08%
DEPARTMENTAL TOTAL								
		\$ 156,755	\$ 158,168	\$ 162,647	\$ 162,647	2.83%	\$ 34.92	0.44%
BOARD OF ASSESSORS								
1060	Salaries	\$ 84,818	\$ 84,875	\$ 85,325	\$ 85,325	0.53%	\$ 18.32	0.23%
1061	Wages	\$ 93,510	\$ 50,974	\$ 52,782	\$ 52,782	3.55%	\$ 11.33	0.14%
1062	Expenses	\$ 29,649	\$ 29,135	\$ 23,235	\$ 23,235	-20.25%	\$ 4.99	0.06%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 207,977	\$ 164,984	\$ 161,342	\$ 161,342	-2.21%	\$ 34.64	0.44%
TREASURER/TAX COLLECTOR								
1070	Salaries	\$ 82,476	\$ 84,125	\$ 84,966	\$ 84,966	1.00%	\$ 18.24	0.23%
1071	Wages	\$ 97,406	\$ 104,236	\$ 104,658	\$ 104,658	0.40%	\$ 22.47	0.28%
1072	Expenses	\$ 20,266	\$ 22,855	\$ 22,855	\$ 22,855	0.00%	\$ 4.91	0.06%
1073	Tax Title	\$ 4,038	\$ 4,500	\$ 4,500	\$ 4,500	0.00%	\$ 0.97	0.01%
1074	Bond Cost	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.07	0.01%
DEPARTMENTAL TOTAL								
		\$ 207,186	\$ 220,716	\$ 221,979	\$ 221,979	0.57%	\$ 47.66	0.60%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
TOWN COUNSEL								
1080	Expenses	\$ 60,269	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 19.33	0.24%
DEPARTMENTAL TOTAL		\$ 60,269	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 19.33	0.24%
HUMAN RESOURCES								
1090	Salary	\$ 70,359	\$ 73,202	\$ 75,412	\$ 75,412	3.02%	\$ 16.19	0.20%
1091	Expenses	\$ 7,491	\$ 9,550	\$ 9,550	\$ 9,550	0.00%	\$ 2.05	0.03%
DEPARTMENTAL TOTAL		\$ 77,850	\$ 82,752	\$ 84,962	\$ 84,962	2.67%	\$ 18.24	0.23%
INFORMATION TECHNOLOGY								
1100	Salary	\$ 122,698	\$ 100,814	\$ 104,888	\$ 104,888	4.04%	\$ 22.52	0.28%
1101	Wages	\$ 47,286	\$ 47,753	\$ 47,753	\$ 47,753	0.00%	\$ 10.25	0.13%
1102	Expenses	\$ 23,336	\$ 24,800	\$ 24,800	\$ 24,800	0.00%	\$ 5.33	0.07%
DEPARTMENTAL TOTAL		\$ 193,320	\$ 173,367	\$ 177,441	\$ 177,441	2.35%	\$ 38.10	0.48%
GIS STEERING COMMITTEE								
1120	Expenses	\$ 2,051	\$ 15,100	\$ 15,100	\$ 15,100	0.00%	\$ 3.24	0.04%
DEPARTMENTAL TOTAL		\$ 2,051	\$ 15,100	\$ 15,100	\$ 15,100	0.00%	\$ 3.24	0.04%
TOWN CLERK								
1130	Salaries	\$ 74,544	\$ 77,556	\$ 80,689	\$ 80,689	4.04%	\$ 17.33	0.22%
1131	Wages	\$ 50,992	\$ 54,536	\$ 54,589	\$ 54,589	0.10%	\$ 11.72	0.15%
1132	Expenses	\$ 9,175	\$ 11,655	\$ 11,515	\$ 11,515	-1.20%	\$ 2.47	0.03%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 134,711	\$ 143,747	\$ 146,793	\$ 146,793	2.12%	\$ 31.52	0.40%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ELECTIONS & BOARD OF REGISTRARS								
1140	Stipend	\$ 11,472	\$ 11,656	\$ 5,408	\$ 5,408	-53.60%	\$ 1.16	0.01%
1141	Expenses	\$ 12,046	\$ 10,620	\$ 6,831	\$ 6,831	-35.68%	\$ 1.47	0.02%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 23,518	\$ 22,276	\$ 12,239	\$ 12,239	-45.06%	\$ 2.63	0.03%
STREET LISTINGS								
1150	Expenses	\$ 4,081	\$ 6,000	\$ 6,250	\$ 6,250	4.17%	\$ 1.34	0.02%
DEPARTMENTAL TOTAL		\$ 4,081	\$ 6,000	\$ 6,250	\$ 6,250	4.17%	\$ 1.34	0.02%
INSURANCE & BONDING								
1160	Insurance & Bonding	\$ 181,075	\$ 200,000	\$ 222,000	\$ 222,000	11.00%	\$ 47.67	0.60%
1161	Insurance Deductible Reserve - Liability	\$ 3,145	\$ 12,000	\$ 12,000	\$ 12,000	0.00%	\$ 2.58	0.03%
1162	Insurance Deductible Reserve - 111F	\$ 9,642	\$ 25,000	\$ 25,000	\$ 25,000	0.00%	\$ 5.37	0.07%
DEPARTMENTAL TOTAL		\$ 193,862	\$ 237,000	\$ 259,000	\$ 259,000	9.28%	\$ 55.61	0.70%
TOWN REPORT								
1170	Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
DEPARTMENTAL TOTAL		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
POSTAGE/TOWN HALL EXPENSES								
1180	Expenses	\$ 59,429	\$ 55,000	\$ 55,000	\$ 55,000	0.00%	\$ 11.81	0.15%
1181	Telephone Expenses	\$ 31,886	\$ 45,000	\$ 40,000	\$ 40,000	-11.11%	\$ 8.59	0.11%
1182	Office Supplies	\$ 14,841	\$ 17,000	\$ 17,000	\$ 17,000	0.00%	\$ 3.65	0.05%
DEPARTMENTAL TOTAL								
		\$ 106,156	\$ 117,000	\$ 112,000	\$ 112,000	-4.27%	\$ 24.05	0.30%
TOTAL GENERAL GOVERNMENT								
		\$ 1,758,227	\$ 1,889,183	\$ 1,946,980	\$ 1,946,980	3.06%	\$ 418.06	5.27%
LAND USE DEPARTMENTS								
CONSERVATION COMMISSION								
1200	Salary	\$ 63,551	\$ 66,118	\$ 68,789	\$ 68,789	4.04%	\$ 14.77	0.19%
1201	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1202	Expenses	\$ 3,836	\$ 6,679	\$ 6,699	\$ 6,699	0.30%	\$ 1.44	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 67,387	\$ 72,797	\$ 75,488	\$ 75,488	3.70%	\$ 16.21	0.20%
PLANNING BOARD								
1210	Salaries	\$ 94,923	\$ 80,580	\$ 82,192	\$ 82,192	2.00%	\$ 17.65	0.22%
1211	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1212	Expenses	\$ 6,686	\$ 7,500	\$ 7,850	\$ 7,850	4.67%	\$ 1.69	0.02%
1215	M.R.P.C. Assessment	\$ 3,319	\$ 3,403	\$ 3,488	\$ 3,488	2.50%	\$ 0.75	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 104,928	\$ 91,483	\$ 93,530	\$ 93,530	2.24%	\$ 20.08	0.25%

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		FY 2016	FY 2017	FY 2018	FY 2018	PERCENT	FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ZONING BOARD OF APPEALS								
1220	Wages	\$ 18,455	\$ 18,823	\$ 19,285	\$ 19,285	2.45%	\$ 4.14	0.05%
1221	Expenses	\$ 1,027	\$ 1,700	\$ 1,700	\$ 1,700	0.00%	\$ 0.37	0.00%
DEPARTMENTAL TOTAL		\$ 19,482	\$ 20,523	\$ 20,985	\$ 20,985	2.25%	\$ 4.51	0.06%
HISTORIC DISTRICT COMMISSION								
1230	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
BUILDING INSPECTOR								
1240	Salaries	\$ 80,858	\$ 82,475	\$ 84,966	\$ 84,966	3.02%	\$ 18.24	0.23%
1241	Wages	\$ 58,904	\$ 60,174	\$ 61,636	\$ 61,636	2.43%	\$ 13.23	0.17%
1242	Expenses	\$ 1,950	\$ 5,000	\$ 3,500	\$ 3,500	-30.00%	\$ 0.75	0.01%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 141,712	\$ 147,649	\$ 150,102	\$ 150,102	1.66%	\$ 32.23	0.41%
MECHANICAL INSPECTOR								
1250	Fee Salaries	\$ 31,860	\$ 30,000	\$ 30,000	\$ 30,000	0.00%	\$ 6.44	0.08%
1251	Expenses	\$ 3,253	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.07	0.01%
DEPARTMENTAL TOTAL		\$ 35,113	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.52	0.09%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
EARTH REMOVAL INSPECTOR								
1260	Stipend	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
1261	Expenses	\$ 68	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
1262	Minor Capital		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 68	\$ 1,600	\$ 1,600	\$ 1,600	0.00%	\$ 0.34	0.00%
BOARD OF HEALTH								
1270	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1271	Expenses	\$ 673	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.21	0.00%
1272	Nursing Services	\$ -	\$ 10,787	\$ 11,325	\$ 11,325	4.99%	\$ 2.43	0.03%
1273	Nashoba Health District	\$ 41,221	\$ 23,636	\$ 24,818	\$ 24,818	5.00%	\$ 5.33	0.07%
1274	Herbert Lipton MH	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0.00%	\$ 1.72	0.02%
1275	Eng/Consult/Landfill Monitoring	\$ 8,621	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.15	0.03%
DEPARTMENTAL TOTAL								
		\$ 58,515	\$ 53,423	\$ 55,143	\$ 55,143	3.22%	\$ 11.84	0.15%
SEALER OF WEIGHTS & MEASURES								
1280	Fee Salaries	\$ 1,840	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.64	0.01%
1281	Expenses	\$ 30	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
DEPARTMENTAL TOTAL								
		\$ 1,870	\$ 3,100	\$ 3,100	\$ 3,100	0.00%	\$ 0.67	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 429,075	\$ 425,575	\$ 434,948	\$ 434,948	2.20%	\$ 93.39	1.18%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
		ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
LINE	DEPARTMENT/DESCRIPTION							
<u>PROTECTION OF PERSONS AND PROPERTY</u>								
POLICE DEPARTMENT								
1300	Salaries	\$ 311,278	\$ 316,010	\$ 320,822	\$ 320,822	1.52%	\$ 68.89	0.87%
1301	Wages	\$ 1,637,811	\$ 1,643,942	\$ 1,666,539	\$ 1,666,539	1.37%	\$ 357.85	4.51%
1302	Expenses	\$ 227,571	\$ 192,647	\$ 192,449	\$ 192,449	-0.10%	\$ 41.32	0.52%
1303	Lease or Purchase of Cruisers	\$ 3,960	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.86	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1305	Minor Capital	\$ 11,985	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.29	0.05%
DEPARTMENTAL TOTAL		\$ 2,192,605	\$ 2,176,599	\$ 2,203,810	\$ 2,203,810	1.25%	\$ 473.21	5.96%
FIRE DEPARTMENT								
1310	Salaries	\$ 98,880	\$ 102,792	\$ 113,086	\$ 113,086	10.01%	\$ 24.28	0.31%
1311	Wages	\$ 683,740	\$ 708,243	\$ 734,332	\$ 734,332	3.68%	\$ 157.68	1.99%
1312	Expenses	\$ 154,381	\$ 168,000	\$ 168,300	\$ 168,300	0.18%	\$ 36.14	0.46%
DEPARTMENTAL TOTAL		\$ 937,001	\$ 979,035	\$ 1,015,718	\$ 1,015,718	3.75%	\$ 218.10	2.75%
GROTON WATER FIRE PROTECTION								
1320	West Groton Water District	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
1321	Groton Water Department	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ 2	\$ 2	\$ 2	0.00%	\$ 0.00	0.00%
ANIMAL INSPECTOR								
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.45	0.01%
1331	Expenses	\$ 130	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
DEPARTMENTAL TOTAL		\$ 2,212	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.53	0.01%

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				FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	FY 2016 ACTUAL	FY 2017 APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER								
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.45	0.01%
1341	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
DEPARTMENTAL TOTAL		\$ 2,082	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.53	0.01%
EMERGENCY MANAGEMENT AGENCY								
1350	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1351	Expenses	\$ 13,300	\$ 15,000	\$ 12,750	\$ 12,750	-15.00%	\$ 2.74	0.03%
1352	Minor Capital	\$ -	\$ -	\$ 18,500	\$ 18,500	0.00%	\$ 3.97	0.05%
DEPARTMENTAL TOTAL		\$ 13,300	\$ 15,000	\$ 31,250	\$ 31,250	108.33%	\$ 6.71	0.08%
DOG OFFICER								
1360	Salary	\$ 13,973	\$ 13,973	\$ 13,973	\$ 13,973	0.00%	\$ 3.00	0.04%
1361	Expenses	\$ 3,425	\$ 4,250	\$ 4,000	\$ 4,000	-5.88%	\$ 0.86	0.01%
DEPARTMENTAL TOTAL		\$ 17,398	\$ 18,223	\$ 17,973	\$ 17,973	-1.37%	\$ 3.86	0.05%
POLICE & FIRE COMMUNICATIONS								
1370	Wages	\$ 264,775	\$ 465,742	\$ 480,247	\$ 480,247	3.11%	\$ 103.12	1.30%
1371	Expenses	\$ 14,230	\$ 18,250	\$ 18,250	\$ 18,250	0.00%	\$ 3.92	0.05%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 279,005	\$ 483,992	\$ 498,497	\$ 498,497	3.00%	\$ 107.04	1.35%
TOTAL PROTECTION OF PERSONS AND PROPERTY		\$ 3,443,603	\$ 3,677,815	\$ 3,772,214	\$ 3,772,214	2.57%	\$ 809.98	10.20%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
REGIONAL SCHOOL DISTRICT BUDGETS								
NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL								
1400	Operating Expenses	\$ 596,609	\$ 570,080	\$ 607,520	\$ 607,520	6.57%	\$ 130.45	1.64%
	DEPARTMENTAL TOTAL	\$ 596,609	\$ 570,080	\$ 607,520	\$ 607,520	6.57%	\$ 130.45	1.64%
GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT								
1410	Operating Expenses	\$ 18,266,196	\$ 18,399,093	\$ 19,108,378	\$ 19,108,378	3.85%	\$ 4,103.03	51.68%
1411	Debt Service, Excluded	\$ -	\$ 1,086,471	\$ 1,077,059	\$ 1,077,059	-0.87%	\$ 231.27	2.91%
1412	Debt Service, Unexcluded	\$ -	\$ 57,103	\$ 59,835	\$ 59,835	4.78%	\$ 12.85	0.16%
1413	Out of District Placement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 18,266,196	\$ 19,542,667	\$ 20,245,272	\$ 20,245,272	3.60%	\$ 4,347.14	54.76%
	TOTAL SCHOOLS	\$ 18,862,805	\$ 20,112,747	\$ 20,852,792	\$ 20,852,792	3.68%	\$ 4,477.59	56.40%
DEPARTMENT OF PUBLIC WORKS								
HIGHWAY DEPARTMENT								
1500	Salaries	\$ 96,498	\$ 99,851	\$ 103,824	\$ 103,824	3.98%	\$ 22.29	0.28%
1501	Wages	\$ 597,818	\$ 635,855	\$ 656,020	\$ 656,020	3.17%	\$ 140.86	1.77%
1502	Expenses	\$ 133,700	\$ 134,300	\$ 134,300	\$ 134,300	0.00%	\$ 28.84	0.36%
1503	Highway Maintenance	\$ 84,970	\$ 95,000	\$ 90,000	\$ 90,000	-5.26%	\$ 19.33	0.24%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 912,986	\$ 965,006	\$ 984,144	\$ 984,144	1.98%	\$ 211.32	2.66%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
STREET LIGHTS								
1510	Expenses	\$ 12,500	\$ 20,000	\$ 15,000	\$ 15,000	-25.00%	\$ 3.22	0.04%
DEPARTMENTAL TOTAL		\$ 12,500	\$ 20,000	\$ 15,000	\$ 15,000	-25.00%	\$ 3.22	0.04%
SNOW AND ICE								
1520	Expenses	\$ 98,714	\$ 165,000	\$ 165,000	\$ 165,000	0.00%	\$ 35.43	0.45%
1521	Overtime	\$ 266,267	\$ 140,000	\$ 140,000	\$ 140,000	0.00%	\$ 30.06	0.38%
1522	Hired Equipment	\$ 54,436	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.52	0.09%
DEPARTMENTAL TOTAL		\$ 419,417	\$ 340,000	\$ 340,000	\$ 340,000	0.00%	\$ 73.01	0.92%
TREE WARDEN BUDGET								
1530	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1531	Expenses	\$ 2,349	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.64	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
1533	Tree Work	\$ 10,258	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.15	0.03%
DEPARTMENTAL TOTAL		\$ 12,607	\$ 14,500	\$ 14,500	\$ 14,500	0.00%	\$ 3.11	0.04%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE								
1540	Wages	\$ 86,266	\$ 87,252	\$ 90,325	\$ 90,325	3.52%	\$ 19.39	0.24%
1541	Expenses	\$ 273,295	\$ 280,850	\$ 280,850	\$ 280,850	0.00%	\$ 60.31	0.76%
1542	Minor Capital	\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	25.00%	\$ 5.37	0.07%
DEPARTMENTAL TOTAL		\$ 379,561	\$ 388,102	\$ 396,175	\$ 396,175	2.08%	\$ 85.07	1.07%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
SOLID WASTE DISPOSAL								
1550	Wages	\$ 114,399	\$ 123,051	\$ 128,236	\$ 128,236	4.21%	\$ 27.54	0.35%
1551	Expenses	\$ 50,684	\$ 54,486	\$ 54,486	\$ 54,486	0.00%	\$ 11.70	0.15%
1552	Tipping Fees	\$ 133,857	\$ 130,000	\$ 130,000	\$ 130,000	0.00%	\$ 27.91	0.35%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.26	0.02%
1554	Minor Capital	\$ -	\$ 5,000	\$ -	\$ -	-100.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 304,790	\$ 318,387	\$ 318,572	\$ 318,572	0.06%	\$ 68.41	0.86%
PARKS DEPARTMENT								
1560	Wages	\$ 2,541	\$ 2,659	\$ 2,659	\$ 2,659	0.00%	\$ 0.57	0.01%
1561	Expenses	\$ 62,902	\$ 65,759	\$ 65,759	\$ 65,759	0.00%	\$ 14.12	0.18%
DEPARTMENTAL TOTAL		\$ 65,443	\$ 68,418	\$ 68,418	\$ 68,418	0.00%	\$ 14.69	0.19%
TOTAL DEPARTMENT OF PUBLIC WORKS		\$ 2,107,304	\$ 2,114,413	\$ 2,136,809	\$ 2,136,809	1.06%	\$ 458.82	5.78%
LIBRARY AND CITIZEN'S SERVICES								
COUNCIL ON AGING								
1600	Salaries	\$ 68,597	\$ 70,669	\$ 73,524	\$ 73,524	4.04%	\$ 15.79	0.20%
1601	Wages	\$ 54,426	\$ 67,423	\$ 69,809	\$ 69,809	3.54%	\$ 14.99	0.19%
1602	Expenses	\$ 10,732	\$ 8,454	\$ 8,454	\$ 8,454	0.00%	\$ 1.82	0.02%
1603	Minor Capital	\$ 2,500	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 136,255	\$ 146,546	\$ 151,787	\$ 151,787	3.58%	\$ 32.59	0.41%

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LINE	DEPARTMENT/DESCRIPTION	FY 2016 ACTUAL	FY 2017 APPROPRIATED	FY 2018	FY 2018	PERCENT CHANGE	FY 2018	FY 2018
				TOWN MANAGER BUDGET	FINCOM BUDGET		AVERAGE TAX BILL	PERCENT OF TAX BILL
SENIOR CENTER VAN								
1610	Wages	\$ 43,699	\$ 58,318	\$ 59,892	\$ 59,892	2.70%	\$ 12.86	0.16%
1611	Expenses	\$ 8,124	\$ 17,673	\$ 17,673	\$ 17,673	0.00%	\$ 3.79	0.05%
DEPARTMENTAL TOTAL		\$ 51,823	\$ 75,991	\$ 77,565	\$ 77,565	2.07%	\$ 16.66	0.21%
VETERAN'S SERVICE OFFICER								
1620	Salary	\$ 3,484	\$ 3,485	\$ 3,485	\$ 3,485	0.00%	\$ 0.75	0.01%
1621	Expenses	\$ 59	\$ 650	\$ 600	\$ 600	-7.69%	\$ 0.13	0.00%
1622	Veterans' Benefits	\$ 33,681	\$ 50,000	\$ 50,000	\$ 50,000	0.00%	\$ 10.74	0.14%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENT TOTAL		\$ 37,224	\$ 54,135	\$ 54,085	\$ 54,085	-0.09%	\$ 11.61	0.15%
GRAVES REGISTRATION								
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.00%	\$ 0.05	0.00%
1631	Expenses	\$ 60	\$ 760	\$ 760	\$ 760	0.00%	\$ 0.16	0.00%
DEPARTMENTAL TOTAL		\$ 310	\$ 1,010	\$ 1,010	\$ 1,010	0.00%	\$ 0.22	0.00%
CARE OF VETERAN GRAVES								
1640	Contract Expenses	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
DEPARTMENTAL TOTAL		\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
OLD BURYING GROUND COMMITTEE								
1650	Expenses	\$ 700	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%
DEPARTMENTAL TOTAL		\$ 700	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
LIBRARY								
1660	Salary	\$ 346,391	\$ 357,628	\$ 367,248	\$ 367,248	2.69%	\$ 78.86	0.99%
1661	Wages	\$ 284,245	\$ 294,867	\$ 316,472	\$ 316,472	7.33%	\$ 67.95	0.86%
1662	Expenses	\$ 199,054	\$ 206,217	\$ 195,621	\$ 195,621	-5.14%	\$ 42.00	0.53%
1663	Minor Capital	\$ 12,700	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 842,390	\$ 858,712	\$ 879,341	\$ 879,341	2.40%	\$ 188.82	2.38%
COMMEMORATIONS & CELEBRATIONS								
1670	Expenses	\$ 464	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 464	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
WATER SAFETY								
1680	Wages	\$ 1,836	\$ 2,640	\$ 2,640	\$ 2,640	0.00%	\$ 0.57	0.01%
1681	Expenses and Minor Capital	\$ 24,514	\$ -	\$ 27,989	\$ 27,989	0.00%	\$ 6.01	0.08%
1682	Property Maint. & Improvements	\$ -	\$ 9,000	\$ 9,000	\$ 9,000	0.00%	\$ 1.93	0.02%
DEPARTMENTAL TOTAL								
		\$ 26,350	\$ 11,640	\$ 39,629	\$ 39,629	240.46%	\$ 8.51	0.11%
WEED MANAGEMENT								
1690	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 4,000	\$ 7,000	\$ 7,000	\$ 7,000	0.00%	\$ 1.50	0.02%
1692	Expenses: Great Lakes	\$ 17	\$ 2,385	\$ 2,385	\$ 2,385	0.00%	\$ 0.51	0.01%
DEPARTMENTAL TOTAL								
		\$ 4,017	\$ 9,385	\$ 9,385	\$ 9,385	0.00%	\$ 2.02	0.03%

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LINE	DEPARTMENT/DESCRIPTION	FY 2016 ACTUAL	FY 2017 APPROPRIATED	FY 2018 TOWN MANAGER BUDGET	FY 2018 FINCOM BUDGET	PERCENT CHANGE	FY 2018 AVERAGE TAX BILL	FY 2018 PERCENT OF TAX BILL
GROTON COUNTRY CLUB								
1700	Salary	\$ 129,180	\$ 137,750	\$ 143,285	\$ 143,285	4.02%	\$ 30.77	0.39%
1701	Wages	\$ 140,006	\$ 135,456	\$ 113,881	\$ 113,881	-15.93%	\$ 24.45	0.31%
1702	Expenses	\$ 129,120	\$ 131,555	\$ 122,454	\$ 122,454	-6.92%	\$ 26.29	0.33%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 398,306	\$ 404,761	\$ 379,620	\$ 379,620	-6.21%	\$ 81.51	1.03%
TOTAL LIBRARY AND CITIZEN SERVICES		\$ 1,499,389	\$ 1,565,030	\$ 1,595,272	\$ 1,595,272	1.93%	\$ 342.54	4.31%
DEBT SERVICE								
DEBT SERVICE								
2000	Long Term Debt - Principal Excluded	\$ 992,670	\$ 917,210	\$ 892,210	\$ 892,210	-2.73%	\$ 191.58	2.41%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 71,390	\$ 36,391	\$ 36,391	-49.03%	\$ 7.81	0.10%
2002	Long Term Debt - Interest - Excluded	\$ 265,920	\$ 230,998	\$ 205,609	\$ 205,609	-10.99%	\$ 44.15	0.56%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 6,782	\$ 4,909	\$ 4,909	-27.62%	\$ 1.05	0.01%
2006	Short Term Debt - Principal - Town	\$ -	\$ -	\$ 294,100	\$ 294,100	100.00%	\$ 63.15	0.80%
2007	Short Term Debt - Interest - Town	\$ 9,113	\$ 56,333	\$ 31,100	\$ 31,100	-44.79%	\$ 6.68	0.08%
DEPARTMENTAL TOTAL		\$ 1,267,703	\$ 1,282,713	\$ 1,464,319	\$ 1,464,319	14.16%	\$ 314.42	3.96%
TOTAL DEBT SERVICE		\$ 1,267,703	\$ 1,282,713	\$ 1,464,319	\$ 1,464,319	14.16%	\$ 314.42	3.96%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
GENERAL BENEFITS								
3000	County Retirement	\$ 1,737,842	\$ 1,844,224	\$ 1,966,279	\$ 1,966,279	6.62%	\$ 422.21	5.32%
3001	State Retirement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
3002	Unemployment Compensation	\$ 21,551	\$ 41,140	\$ 41,140	\$ 41,140	0.00%	\$ 8.83	0.11%
INSURANCE								
3010	Health Insurance/Employee Expenses	\$ 1,272,820	\$ 1,583,628	\$ 1,704,000	\$ 1,704,000	7.60%	\$ 365.89	4.61%
3011	Life Insurance	\$ 2,415	\$ 3,160	\$ 3,160	\$ 3,160	0.00%	\$ 0.68	0.01%
3012	Medicare/Social Security	\$ 116,860	\$ 120,360	\$ 127,931	\$ 127,931	6.29%	\$ 27.47	0.35%
DEPARTMENTAL TOTAL		\$ 3,151,488	\$ 3,592,512	\$ 3,842,510	\$ 3,842,510	6.96%	\$ 825.08	10.39%
TOTAL EMPLOYEE BENEFITS		\$ 3,151,488	\$ 3,592,512	\$ 3,842,510	\$ 3,842,510	6.96%	\$ 825.08	10.39%
SUB-TOTAL - TOWN BUDGET		\$ 32,519,594	\$ 34,659,988	\$ 36,045,843	\$ 36,045,843	4.00%	\$ 7,740	97.49%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	ADDITIONAL APPROPRIATIONS							
	ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 404,145	\$ 426,980	\$ 516,692	\$ 516,692	21.01%	\$ 110.95	1.40%
	Offset Receipts	\$ 1,000	\$ 1,000	\$ 20,000	\$ 20,000	1900.00%	\$ 4.29	0.05%
	Cherry Sheet Offsets	\$ 20,000	\$ 20,000	\$ 1,000	\$ 1,000	-95.00%	\$ 0.21	0.00%
	Snow and Ice Deficit	\$ 155,224	\$ 100,000	\$ 200,000	\$ 200,000	100.00%	\$ 42.94	0.54%
	State and County Charges	\$ 106,992	\$ 100,000	\$ 89,523	\$ 89,523	-10.48%	\$ 19.22	0.24%
	Allowance for Abatements/Exemptions	\$ 225,000	\$ 225,000	\$ 100,000	\$ 100,000	-55.56%	\$ 21.47	0.27%
	DEPARTMENTAL TOTAL	\$ 912,361	\$ 872,980	\$ 927,215	\$ 927,215	6.21%	\$ 199.10	2.51%
	GRAND TOTAL - TOWN BUDGET	\$ 33,431,955	\$ 35,532,968	\$ 36,973,058	\$ 36,973,058	4.05%	\$ 7,939	100.00%

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FY 2018 ENTERPRISE FUND BUDGETS							
LINE	DEPARTMENT/DESCRIPTION	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 APPROPRIATED	FY 2018 DEPARTMENT REQUEST	FY 2018 TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT							
	WD Salaries	\$ 117,062	\$ 119,042	\$ 122,201	\$ 125,982	\$ 125,982	3.09%
	WD Wages	\$ 149,314	\$ 163,434	\$ 162,633	\$ 170,796	\$ 170,796	5.02%
	WD Expenses	\$ 422,026	\$ 445,905	\$ 383,301	\$ 437,112	\$ 437,112	14.04%
	WD Debt Service	\$ 361,218	\$ 358,850	\$ 356,716	\$ 398,045	\$ 398,045	11.59%
100	DEPARTMENTAL TOTAL	\$ 1,049,620	\$ 1,087,231	\$ 1,024,851	\$ 1,131,936	\$ 1,131,936	10.45%
SEWER DEPARTMENT							
	Sewer Salaries	\$ 17,585	\$ 18,026	\$ 18,755	\$ 19,440	\$ 19,440	3.65%
	Sewer Wages	\$ 26,066	\$ 26,851	\$ 31,801	\$ 32,053	\$ 32,053	0.79%
	Sewer Expense	\$ 595,553	\$ 516,494	\$ 606,126	\$ 606,753	\$ 606,753	0.10%
	Sewer Debt Service	\$ 5,278	\$ 41,418	\$ 41,594	\$ 41,594	\$ 41,594	0.00%
200	DEPARTMENTAL TOTAL	\$ 644,482	\$ 602,789	\$ 698,276	\$ 699,840	\$ 699,840	0.22%
LOCAL ACCESS CABLE DEPARTMENT							
	Cable Salaries	\$ 65,000	\$ 65,500	\$ 67,295	\$ 70,171	\$ 70,171	4.27%
	Cable Wages	\$ 56,533	\$ 46,397	\$ 61,829	\$ 50,945	\$ 50,945	-17.60%
	Cable Expenses	\$ 143,925	\$ 50,767	\$ 73,075	\$ 75,339	\$ 75,339	3.10%
	Cable Minor Capital	\$ 65,000	\$ 31,265	\$ 40,000	\$ 10,000	\$ 10,000	-75.00%
300	DEPARTMENTAL TOTAL	\$ 330,458	\$ 193,929	\$ 242,199	\$ 206,454	\$ 206,454	-14.76%
TOTAL ENTERPRISE FUNDS		\$ 2,024,560	\$ 1,883,949	\$ 1,965,326	\$ 2,038,230	\$ 2,038,230	3.71%

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		APPENDIX B		FACTOR:	1.0200
		Town of Groton Personnel By-Law			
		Wage and Classification Schedule			
		Fiscal Year 2018 (Effective July 1, 2017)			
Grade	Position Title	Low			High
4	Salary				
		36,649			45,355
	Wages				
		17.64			21.80
5	Salary				
		38,741			47,951
	Wages				
		18.64			23.06
7	Salary				
		44,796			56,742
	Wages				
		22.05			27.27
8	Salary				
		50,854			62,966
	Wages				
		24.45			30.27
9	Salary				
	Executive Assistant to Town Manager	52,080			64,446
	Wages				
		25.04			30.99
10	Salary				
		59,729			73,908
	Wages				
		28.72			38.60
11	Salary				
	Human Resources Director	64,167			79,406
	Wages				
		30.86			38.18
12	Salary				
		64,361			79,684
	Wages				
		30.96			38.32

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		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2018 (Effective July 1, 2017)				
Grade	Position Title	Low				High
13	Salary	66,093				81,777
	Wages	31.78				39.33
14	Salary	66,649				82,475
	Wages	32.05				39.65
15	Salary	70,281				86,968
	Wages	33.78				41.81
16	Salary	72,819				90,163
	Wages	35.01				43.33
17	Salary	81,581				100,924
	Wages	39.22				48.53
18	Salary	88,225				109,186
	IT Director					
	Wages	42.42				52.50
19	Salary	90,542				112,032
	Wages	43.52				53.88
20	Salary	97,084				119,399
	Wages	46.68				57.41

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APPENDIX B			
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS			
NON-STEP AND STIPEND POSITIONS			
FIRE/EMS DEPARTMENT			Country Club Seasonal Employees
Deputy Chief: Fire	24.84	Pro Shop Staff	11.00 - 13.50
Deputy Chief: EMS	24.41	Pool Staff	11.00 - 13.00
Rescue Advisory	1.00	Lifeguards	11.00 - 14.00
Call Captain: Fire	24.03	Swim Coaches	11.00 - 21.00
Call Captain: EMS	24.03	Camp Staff	11.00 - 13.00
Call Lieutenant: Fire	23.55	Counselors	11.00 - 15.50
Call Lieutenant: EMS	23.55	Buildings & Grounds	11.00 - 25.00
Call Lieutenant: Rescue	23.55		
Call Firefighter	20.60		
Call Emergency Medical Technician	20.60		
Call Rescue Personnel	20.60		
Probationary Firefighter	17.16		
Probationary Emergency Medical Technician	17.16		
Probationary Rescue Personnel	17.16		
MISCELLANEOUS			
Veteran's Agent	1,742		
Director of Veteran's Services	1,742		
Earth Removal Inspector	1,500		
Dog Officer	13,973		
Animal Inspector	2,082		
Animal Control Officer	2,082		
Town Diarist	1.00		
Keeper of the Town Clock	1.00		
Conservation Land Manager	14.07		
Park Ranger	11.00		
Graves Registration Officer	250		
Emergency Management Director	1,270		
Election Worker: Warden	Minimum Wage		
Election Worker: Precinct Clerk	Minimum Wage		
Election Worker: Inspectors (Checker)	Minimum Wage		

