

Warrant, Summary, and Recommendations

TOWN OF GROTON



2015 SPRING TOWN MEETING

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

Beginning Monday, April 27, 2015 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

**THE BUDGET HANDOUT FOR ARTICLE 8 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 ADA Coordinator Michelle Collette at Town Hall at 978 448-1105 at least one week before the Town Meeting.

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

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-seventh day of April, 2015 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the nineteenth day of May, 2015 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 One	Board of Selectmen	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for Two	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 One	Park Commission	3 Years
Vote for One	Moderator	3 Years
Vote for Three	Planning Board	3 Years
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years
Vote for One	Groton Housing Authority	5 Years
Vote for One	Town Clerk	3 Years

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.*

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

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

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

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

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

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

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2016 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 2016 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 2016 as well.*

ARTICLE 4: CITIZENS' PETITION – TOWN MANAGER'S CONTRACT RENEWAL

On June 30, 2016, the Groton Town Manager's contract will expire. We, citizens of the Town of Groton, Massachusetts, ask that our Selectmen not renew the contract of the existing Town Manager.

A Yes Vote: Would inform the Selectmen that Town Meeting objects to the renewal of the current Town Manager contract upon its expiration on June 30, 2016.

A No Vote: Would inform the Selectmen that Town Meeting has no objection to a renewal of the current Town Manager contract upon its expiration on June 30, 2016.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Robert T. Flynn	425 Nashua Road	Scott T. Eggimann	547 Martins Pond Road
Kathleen M. Harrington	310 Chicopee Row	Jeffrey D. Casale	64 Hollis Street
Shane W. Grant	247 Main Street	Bruce E. Dubey	80 Ames Road
Shawn Hunter	173 Wintergreen Lane	Michael E. Bushnell	105 Northwoods Road
Kimberley J. Burrill	478 Main Street	Emmett B. Risdon	65 West Main Street

Board of Selectmen: *(2 Against, 1 In Favor - Degen, 2 Deferred – Eliot, Petropoulos)*

Finance Committee: *No Position*

Summary: *This Article has been submitted as a Citizens' Petition by the above ten (10) registered voters of the Town of Groton for Town Meeting consideration.*

ARTICLE 5: OTHER POST-EMPLOYMENT BENEFITS LIABILITY TRUST FUND

To see if the Town will vote to accept the provisions of Chapter 32B, §20 of the General Laws to establish a separate trust fund, to be known as the Other Post-Employment Benefits Liability Trust Fund, or to take any other action relative thereto.

BOARD OF SELECTMEN TOWN MANAGER

Board of Selectmen: *Recommended (4 In Favor, 1 Against - Degen)*

Finance Committee: *Recommended Unanimously*

Summary: *In 2008, the federal Governmental Accounting Standards Board, which promulgates ongoing accounting standards for governmental entities, required that all governmental entities disclose on their financial statements the costs and liabilities associated with Other Post-Employment Benefits (OPEB). OPEB are non-pension benefits provided to retirees, primarily consisting of health insurance. The Town of Groton has a current OPEB liability of \$7.2 million. In an effort to continue receiving a AAA Bond Rating from the rating agencies, the Town of Groton needs to start addressing this Liability. The first step in the process is to establish a dedicated Trust Fund for this purpose. MGL, c. 32B, §20 authorizes*

the creation of the OPEB Trust Fund. Not only does this Fund allow the Town to address the Liability, it allows the Town to pay for retirees' health insurance out of the Trust funds. It is the Town's intention to begin to pay one portion of this Liability, the current cost of retiree health insurance, out of the Fund. The purpose of this Article is to accept MGL, c32B, §20 so that the Town can create the OPEB Trust Fund.

ARTICLE 6: APPROPRIATE FY 2016 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 (4 In Favor, 1 Against - Degen)*
Finance Committee: *Recommended Unanimously*

Summary: *The purpose of this article is to begin to fund the Town's OPEB Liability. To start out, the Town will be appropriating the amount necessary to cover retirees' health insurance in Fiscal Year 2016. That expense will be paid directly out of the Trust. It is estimated that the FY 2016 cost is approximately \$200,000. This is money that would otherwise be funded in the Health Insurance Line Item of the FY 2016 Operating Budget. There will be no additional tax increase in FY 2016 for this purpose.*

ARTICLE 7: CREATE ENTERPRISE FUND FOR LOCAL ACCESS CABLE

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, §53F½, to create an Enterprise Fund for the operation of the Local Access Cable Department, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *Recently, the Massachusetts State Legislature amended Chapter 44, §53F½, allowing communities that accept this Section of the Law to create an Enterprise Fund for the operation of Local Access Cable Departments. The Cable Advisory Committee recommended to the Town Manager that such a fund be created to manage the finances of the Department. All costs associated with the management of this Department will be paid from revenues received from the two (2) cable providers in the Town of Groton.*

ARTICLE 8: FISCAL YEAR 2016 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 (2016), 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 (3 In Favor, 2 Against – Degen, Petropoulos)*
Finance Committee: *Recommended Unanimously (Pease Abstained from General Government Vote)*

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.*

ARTICLE 9: FISCAL YEAR 2016 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the Fiscal Year 2016 Capital Budget as follows:

Item #1 – Swap Loader	\$105,000	Fire/EMS
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Summary: *Utilizing the \$50,000 that was allocated in the FY 2015 budget for the building of a brush truck, the Fire Department is requesting additional funds for a swap loader unit. This swap loader would allow for quick changes to the body in the rear of the truck to make a change from the role of a brush truck to a lighting plant or a flatbed truck. The switch out process takes approximately 3-4 minutes and gives a tremendous multi-role capability. One module will be the brush unit. This will allow the truck to act as a brush truck in the dry season, thus taking out of service a 1985 brush truck currently in use. In cooperation with the Police Department, a lighting unit will be purchased to allow the vehicle to go to incidents or events and provide a significant power and light source. A flat bed will also be purchased so that the vehicle can be used to move equipment such as the UTV, boats or other loose equipment to incident scenes or for maintenance.*

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

Item #2 – Fire Chief's Vehicle**\$46,900****Fire/EMS**

Summary: *The current Chief's vehicle (a 2008 Ford Expedition) is in line for replacement in FY 2016. The new vehicle will most likely be a Chevy Tahoe, which is similar to what was purchased by the Police Chief and Lieutenant and will allow for the reuse of the current vehicle in the apparatus replacement program. The Expedition will be traded in with any money received used to offset the cost of the new vehicle.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #3 – Dump Truck**\$180,000****Highway Department**

Summary: *This is a scheduled replacement. The vehicle to be replaced is a front line truck responsible for plowing and sanding as well as normal construction duties.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #4 – IT Infrastructure**\$50,000****Town Facilities**

Summary: *This item in the Capital Budget was established six years ago and has been very successful. In Fiscal Year 2016, the following items are proposed to be purchased/upgraded with this allocation: Sixteen (16) Replacement Desk Top Computers; Four (4) Replacement Lap Top Computers; Three (3) Replacement Servers; Disk Storage Array; Two (2) Cisco Switches; Sixteen (16) Hours of Technical Support.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #5 – HVAC Upgrade – Town Hall**\$90,000****Town Facilities**

Summary: *The original system was installed in 1998 and will be almost 20 years old in FY 2016. The system will be in need of updating in FY 2016. This will be put out to a formal bid.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #6 – Building Security**\$30,000****Town Facilities**

Summary: *This is the second year appropriation of a three (3) year plan to upgrade and update the alarms in all Town buildings. It will include video, and swipe cards as well as other entry protective measures to enhance the safety of our employees and the public. This measure is a recommendation of the Police Chief.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #7 – Bobcat/Utility Loader**\$35,000****Transfer Station**

Summary: *The Utility Loader at the Transfer Station is used to move recyclables at the Transfer Station as well as snow removal and other maintenance issues. Due to the increase in recyclables, a larger loader is needed to accommodate the work required. It is a real workhorse at the Transfer Station. An alternative piece of equipment that was considered was a forklift, however, it is more expensive and cannot be used for snow removal and other uses that a Utility Loader can perform.*

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

Item #8 – Carpet Replacement**\$22,645****Library**

Summary: *The 1999 carpeting on the second and third floors of the library needs replacing. There is much wear in the heavy traffic areas. The Children's Room, Stairs, Lobby, Sibley Hall, and Community Meeting Room were redone 5-7 years ago. This replacement will be phased over two (2) years. In FY 2017, a request of \$20,000 will be made to complete the replacement program.*

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

Item #9 – Field Improvements**\$45,000****Parks**

Summary: *This request is to install lights & fencing at the Cow Pond Brook Fields to allow for safety and greater utilization of existing field space. Currently portable lights are used for certain events. The new Baseball Field had lights installed when it was constructed four (4) years ago. The fields require additional seeding, fertilization and irrigation.*

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

Item #10 – Playground Improvements**\$50,000****Parks**

Summary: *Cutler Field will be utilizing the existing playground equipment from the Prescott School. The playgrounds are in need of resurfacing with CSPC standard safety products (poured rubber and engineered wood fiber chips). Additionally a shade canopy will be provided for sun protection at the Christine Hansen Memorial Playground.*

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

Item #11 – Police Cruisers**\$85,000****Police Department**

Summary: *This request is to purchase two (2) police cruisers and related equipment to replace two (2) cruisers that are no longer cost effective to maintain. Maintaining six (6) marked cruisers allows for less mileage per year, better maintenance scheduling, assignment of cars to officers and for a programmed replacement schedule that ensures that line cars are rotated out at reasonable mileage and wear, and also that un-marked cars are rotated in the same fashion.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #12 – Rough Mower**\$10,000****Groton Country Club**

Summary: *This essential mower is used to regularly cut the “rough” adjacent to the fairways. Four (4) years ago, the Town replaced a very old mower that was inoperable and not repairable with a new Jacobsen rough mower. The Town purchase of the mower is on an installment basis, with an annual lease to buy cost of approximately \$10,000 for each of five (5) years. This item is for the final installment payment.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #13 – Golf Carts**\$20,000****Groton Country Club**

Summary: *In FY 2013, the Groton Country Club replaced the fleet of twenty-five (25) golf carts with new 2012 Club Car DS gas powered carts using a five year lease to purchase agreement at an annual cost of approximately \$20,000. This article seeks funding for the fourth of five (5) installment payments.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Item #14 – 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 item is for appropriation of the third of five installments.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

or to take any other action relative thereto.

TOWN MANAGER

ARTICLE 10: JOINT RADIO PROJECT

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, equip, replace and upgrade all radio systems utilized by the Public Safety Departments of the Town of Groton, including the Police, Fire, Highway and Water Departments, and for all costs associated and related thereto, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *The Police Chief and Fire Chief have proposed a joint radio project to upgrade the departments' radio systems. This is a major upgrade. Currently the Police and Fire Department radio systems are inadequate for a community the size of Groton. This issue creates major "dead" areas that are unacceptable and place personnel needlessly at risk. One of the most common contributing factors in firefighter and police officer injuries and deaths is communications issues. Approximately \$650,000 will be required to complete the project. While the Town at this point appears to be the bearer of the entire project cost, some relief through competitive grants is currently being pursued.*

ARTICLE 11: LOST LAKE FIRE PROTECTION

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 construct water main extensions on Lost Lake Drive, Pine Trail, Boston Road, Lakeside Drive and Summit Drive, two (2) 50,000 gallon underground fire cisterns and one (1) "dry" fire hydrant for Fire Protection Purposes in the Lost Lake Area of Groton, and all costs associated and related thereto, or take any other action relative thereto.

TOWN MANAGER

Board of Selectmen: *(2 In Favor, 1 Against – Degen; 2 Deferred – Eliot, Petropoulos)*
Finance Committee: *Recommended (5 In Favor, 1 Against - Green)*

Summary: *This article seeks to extend a 12" ductile iron water main approximately 2,700 linear feet on Lost Lake Drive and Pine Trail, a 12" ductile iron water main approximately 1,600 linear feet on Boston Road, 800 linear feet of 8" ductile iron water main on Summit Drive and 1,000 linear feet of 8" ductile iron water mains on Lakeside Drive. In addition, two (2) 50,000 gallon underground cisterns will be installed, with one (1) installed on Weymissit Road and one (1) installed on Off Prescott Street. Finally, one (1) "dry" fire hydrant for fire protection purposes will be installed. The Fire Protection deficiencies have been identified in the report from the Lost Lake Fire Protection Study Committee in August of 2013. The total cost of said improvements is \$1,836,238.*

ARTICLE 12: ESTABLISH THE FOUR CORNERS SEWER DISTRICT

To see if the Town will vote to establish a new sewer service area in the Town of Groton to be known as the "Four Corners Sewer District" under the provisions of Chapter 83 of the Massachusetts General Laws, for the purpose of providing a system of sewerage to serve business and commercial properties in the so-called Four Corners portion of the Town, said service area to be subject to the provisions of Chapter 190, Sewers, of the Code of the Town of Groton and subject to expansion by a vote of Town Meeting, as follows, or to take any other action relative thereto:

Four Corners Sewer District

A. There is hereby established a Sewer System within the Town entitled "Four Corners Sewer District" comprised of land situated in a geographical area bounded and described on a plan of land entitled "Four Corners Sewer District" prepared by the Town of Groton and dated January 2015, on file with the Office of the Town Clerk. The land zoned Business or Commercial within said geographical area shall be served by a system of sewerage to be provided by the Town within the territorial limits, and subject to the capacity of, said system.

B. The system may be extended and expanded to serve increased land area if there remains sufficient capacity, and the land to be served is zoned Business or Commercial, by a vote of Town Meeting following the establishment of said system.

**BOARD OF SELECTMEN
TOWN MANAGER**

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

Summary: *This article proposes creation of a new sewer district to serve the Four Corners area with a Wastewater Collection System.*

ARTICLE 13: DESIGN & CONSTRUCTION OF FOUR CORNERS SEWER SYSTEM

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 in Fiscal Year 2015 or later, for the design and construction of the Sewer System for the Four Corners Sewer District; to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust or otherwise; and, further, to authorize the Board of Selectmen and/or the Board of Sewer Commissioners to assess betterments upon the properties benefitted thereby for the cost of the System; to authorize the Board of Selectmen to apply for a MassWorks Development Grant for such project; provided, that no funds may be expended hereunder for construction purposes unless and until the Town has received a MassWorks Development Grant for the project, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

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

Summary: *This article seeks an appropriation for the Board of Selectmen to construct a sewer collection system in the Four Corners Area of Town in order to promote economic development. The Sewer Collection System is for properties zoned Business or Commercial. This system is not for residential users. The cost of the sewer system will be borne by the end users through betterments.*

ARTICLE 14: AUTHORIZE INTER-MUNICIPAL AGREEMENT WITH AYER

To see if the Town will vote to authorize the Board of Selectmen to enter into an inter-municipal agreement with the Town of Ayer for the discharge of Groton wastewater to the Ayer Sewer Collection System for treatment, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

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

Summary: *An affirmative vote under this article will permit the Board of Selectmen to enter into an inter-municipal agreement with the Town of Ayer for the purpose of discharging wastewater to the Town of Ayer's Wastewater Collection System for treatment.*

ARTICLE 15: ESTABLISH FOUR CORNERS BUSINESS DISTRICT AS AN E.O.A.

To see if the Town will vote to authorize the Board of Selectmen to submit to the Massachusetts Economic Assistance Coordinating Council an Application for Designation of Economic Opportunity Area(s) to designate the Four Corners Business District area as an Economic Opportunity Area, said Area to be comprised of the following parcels as shown on the Groton Assessors' Maps: 102-1, 120-3, 133-1, 133-10, 133-11, 133-54 and 133-55, or take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *In an effort to help revitalize the Four Corners Business District, the Board of Selectmen would like to apply to the State to designate the Four Corners area as an Economic Opportunity Area. If approved, any renovation to a building in the EOA that has been vacant for more than two (2) years (defined as at least 75% vacant for at least two (2) years) will then be eligible for a 10% Massachusetts Abandoned Building Renovation Tax Deduction (ABRTD) based on the cost of the renovations in the first year. The Board believes this will help revitalize some of the vacant buildings in the Four Corners Business District.*

ARTICLE 16: GDRSD – CREATE STABILIZATION FUND

To see if the Town will vote to approve the Groton-Dunstable Regional School District Committee vote on February 11, 2015 to a) establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law, and b) to set up an operational line item for the transfer of available monies into said Stabilization Fund, or to take any other action relative thereto.

GDRSD COMMITTEE

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This account, if approved by Town Meeting in both Member Towns, allows the Regional School District to set aside funds for future capital expenses in a Stabilization Account. Projects eligible for Stabilization Account funds use include any for which the district could borrow money or which are approved by the Director of Accounts in the Department of Revenue. This account is a tool that will aid the district in saving for future capital expenses in advance of work. Funds would be added to this account directly from the Towns, via approval at future Town Meetings, or from the GDRSD Operating Budget. At this time we are not requesting Town funds for the account and the 2017 Fiscal Year would be the first time funds would be added via a line item in the Operating Budget. Establishment of the Account allows GDRSD a tool to maintain its current fiscal stability into the future.*

ARTICLES 17 THROUGH 28 PERTAIN TO FISCAL YEAR 2015 BUSINESS

ARTICLE 17: ADDITIONAL PARKING ON MAIN STREET/STATION AVENUE

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 in Fiscal Year 2015 or later, to construct a municipal parking lot on land located at 167 Main Street and shown on Assessors' Map 113 as Parcel 48, which premises are described in a deed recorded with the South Middlesex Registry of Deeds in Book 12634, Page 361 and owned by Bank of America, and on land located at 163 Main Street and shown on Assessors' Map 113 as Parcel 47, which premises are described in a deed recorded in Book 13572, Page 703 and owned by Shames Realty Trust, and all costs associated and related thereto; and, further, to authorize the Board of Selectmen to obtain easements by gift, purchase, or eminent domain, and/or enter into a lease (for up to 99 years) for the use of said property for municipal parking lot purposes, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

Board of Selectmen: *Recommended (3 In Favor, 1 Against – Petropoulos, 1 Deferred - Degen)*

Finance Committee: *Recommended (6 In Favor, 1 Abstained – Hargraves)*

Summary: *In an effort to create more parking, the Board of Selectmen and Planning Board have been working with the owners of Bank of America and Citizens Bank on Main Street to create a municipal parking lot in the rear of both properties. The Town will seek easements for the construction and maintenance of this lot for municipal use. A detailed cost breakdown will be provided to the Spring Town Meeting.*

ARTICLE 18: PURCHASE LOT ON STATION AVENUE FOR MUNICIPAL PARKING

To see if the Town will vote to authorize the Board of Selectmen to acquire from 14 Station Avenue, LLC by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a municipal parking lot, and for the purpose of conveyance and/or leasing, the fee to or a permanent easement in a parcel of land located on Station Avenue, shown on Assessors' Map 113 as Parcel 60, and described in a deed recorded with the Middlesex South District Registry of Deeds in Book 62225, Page 73, said parcel containing 0.32 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 in Fiscal Year 2015 or later, for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to convey and/or lease said parcel or a portion or portions thereof on such terms and conditions as the Board of Selectmen deems in the best interest of the Town, and, further, to accept grants or donations of funds for the purposes stated herein and enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purposes of this article, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

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

Summary: *For the past two years, the Town has been leasing land, owned by 14 Station Avenue, LLC, between the Town Hall and former Center Fire Station for municipal parking. This lot is fully utilized and has added needed parking on Station Avenue for Town Hall and other uses. The Town Manager has recommended to the Board of Selectmen that this parcel be obtained permanently for parking and the Town is working with the new owner of the former Center Fire Station to acquire and make improvements to the lot.*

ARTICLE 19: CURRENT YEAR LINE ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2015 budget, or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *To transfer money within the Fiscal Year 2015 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

ARTICLE 20: 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 2015 Snow and Ice Budget, as approved under Article 5 of the 2014 Spring Town Meeting, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *Due to the severity of this winter, the Town anticipates a deficit in the Fiscal Year 2015 Snow and Ice Budget of over \$300,000. Ordinarily, such a deficit is made up in the following Fiscal Year. However, in an effort to minimize the impact on the Fiscal Year 2016 Budget, the Town Manager has recommended that some of the deficit be dealt with this year by utilizing funds from the Town's Overlay Surplus Reserve. The appropriation under this Article will reduce the deficit.*

ARTICLE 21: 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 2015 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 2015 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

ARTICLE 22: 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 2015 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 2015 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

ARTICLE 23: PRIOR YEAR BILLS

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

BOARD OF SELECTMEN

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

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

ARTICLE 24: REPLACE VOTING MACHINES

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the purpose of replacing the voting tabulators used by the Town to tabulate votes during all elections, and all costs associated and related thereto, in Fiscal Year 2015, or to take any other action relative thereto.

TOWN CLERK

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

Summary: *This request for a minor capital item is to replace the Town's voting tabulators. The Town uses three (3) OpTech III-P Eagle precinct ballot tabulators for all elections. These machines are of 1985 design, and have been in use in Groton since the late 1990s. In 2011, the vendor (Elections Systems and Software) announced an "end-of-life" for these machines, citing particular concern for replacement part availability. While these machines have been solid*

performers, we have noticed a higher than normal service incident rate over the past two (2) years. The vendor has committed to support of the OpTech Eagle through the 2016 election cycle. In 2014, the State certified two (2) replacement machines as meeting federal and state standards. Both replacement machine types have similar functionality to the OpTech Eagle. If this item is approved by Town Meeting, a Request for Quotes will be issued.

ARTICLE 25: APPROPRIATE FUNDS FOR DEFICIT BALANCES IN GRANTS

To see if the Town will vote to transfer a sum or sums of money from available funds to offset a deficit balance for the Fiscal Year 2013 Training and EMD Grant, and, further, to transfer a sum or sums of money from available funds to offset a deficit balance for the Fiscal Year 2013 911 Support and Incentive Grant, or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *Over the last several years, the Commonwealth of Massachusetts has awarded the Town of Groton grant money for upgrades and maintenance to our 911 Dispatch equipment. These are reimbursable grants and the award is not forwarded to the Town until after the expense has been made. In regards to the two (2) grants noted above, the Commonwealth disallowed a small portion of the Town's reimbursement request after the vendors had been paid. These deficits must be cleared in order to close out the grants for the FY 15 year end.*

ARTICLE 26: TRANSFER FUNDS TO LOST LAKE WATERSHED COMMITTEE

To see if the Town will vote to transfer the remaining funds appropriated under Article 16 of the 2011 Fall Town Meeting, to be expended by the Town Manager in Fiscal Year 2015, for use by the Lost Lake Watershed Advisory Committee for engineering or other related purposes to carry out the Charge of the Committee approved by the Board of Selectmen, or to take any other action relative thereto.

LOST LAKE WATERSHED COMMITTEE

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

Summary: *There is approximately \$17,600 remaining in the appropriation voted under Article 16 of the 2011 Fall Town Meeting that was for a study of the potential for a sewer in the Lost Lake Area of Town. The Lost Lake Watershed Advisory Committee has replaced the original Lost Lake Sewer Advisory Committee and a new charge to study the entire watershed has been approved by the Board of Selectmen. In order for the new Committee to utilize the remaining funds, Town Meeting needs to transfer these funds for this purpose.*

**ARTICLE 27: REZONE PARCEL 102-44 FROM PUBLIC USE “P”
TO RESIDENTIAL – AGRICULTURAL “R-A”**

To see if the Town will vote to amend the Zoning Map established under Chapter 218 of the Code of the Town of Groton to rezone from Public Use (P) to Residential-Agricultural (R-A) a parcel of land located at 73 Pepperell Road consisting of approximately 1.44 acres, and shown on Assessors’ Map 102 as Parcel 44, or take to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended (3 In Favor, 2 Deferred – Pease, Robertson, 1 Abstain - Manugian)*

Planning Board: *Recommended Unanimously*

Summary: *Currently, the Tarbell School is zoned for public use because it is owned by the Town and was used for municipal purposes. The Board of Selectmen has solicited proposals for the sale of the Tarbell School and expects to have a proposal for Town Meeting consideration. Since the building will no longer be used for municipal purposes, it should be rezoned accordingly.*

ARTICLE 28: SALE OR LEASE OF TARBELL SCHOOL

To see if the Town will vote to authorize the Board of Selectmen to sell and/or lease, for a period not to exceed 99 years, the building known as the Tarbell School, which comprises approximately 8,300 square feet, and all or a portion of the 1.44 acre site on which it is located at 73 Pepperell Road, West Groton, Massachusetts, to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said building, and to petition the General Court for any necessary special legislation, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended (3 In Favor, 2 Deferred – Pease, Robertson, 1 Abstain - Manugian)*

Summary: *The Tarbell School has been vacant for the past six (6) years. Prior to vacating the property, the Groton-Dunstable Regional School Committee conducted several public hearings on the re-use of the building. A report was drafted and the School Committee recommended that the Board of Selectmen develop an RFP requesting developers to submit proposals that are compatible with the neighborhood in West Groton. The Selectmen have issued an RFP and will present a proposal to Town Meeting based on the best proposal received.*

ARTICLE 29: COMMUNITY PRESERVATION COMMITTEE FUNDING ACCOUNTS

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

Allocation of Community Preservation Funds to the following sub accounts:

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

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 is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2016. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

ARTICLE 30: 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 2015, 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: Accessible Trail Project

\$24,932

Summary: *The Trails Committee has applied for a State Grant that will fund the creation of the Nashua River Accessible Trail. It will be the first trail of any kind in Groton to provide access for people of all abilities to a peaceful forest experience as well as beautiful views of the Nashua River and one of its oxbow ponds. The proposed trail will provide a unique recreational experience along the Nashua River for all, including parents with children in strollers, wheelchair-bound individuals, and anyone who needs a flat stable surface upon which to travel.*

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

Board of Selectmen: (2 Against, 3 Deferred – Eliot, Cunningham, Petropoulos)
Finance Committee: Not Recommended Unanimously
Community Preservation Committee: Recommended Unanimously

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

CPC Proposal D: Repair to Town Basketball Courts

\$109,000

Summary: *The Park Commission is proposing to repair the basketball courts located at Town Field and Cutler Field. Both of these courts serve large communities within the Town of Groton and are in serious need of repair. The repairs at Town Field will include removal and replacement of existing surface, fencing, posts, backboards and timed lighting, as well as correction of drainage issues. It will also include a new ADA compliant sloped path to support additional town functions such as the Fourth of July Celebration and other activities that take place at Town Field. The Cutler Field repairs will include patching of cracks in the existing court, installation of timed lighting, replacement of posts and backboards and court painting.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

CPC Proposal E: ADA Compliant Park and Open Space Study

\$6,000

Summary: *The Commission on Accessibility has requested funding to work with the Northeast Independent Living Program to prepare a self-evaluation/transition plan for 28 park and open space properties in the Town of Groton. The plan will identify reasonable improvements along with a timeline for implementation in accordance with the Americans with Disabilities Act. The project will involve active participation from the Park Commission and other community organizations.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

CPC Proposal F: Housing Coordinator Salary

\$49,509

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. Last year, 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 last year. This will be the second year that this position will be funded in this manner.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

CPC Proposal G: Milestone Engraving

\$17,000

Summary: Last year, the Town Meeting appropriated funding from the Community Preservation Fund to repair twenty (20) of the mile markers originally installed in 1902 and 1903. The project was a success. The Groton Historical Commission is requesting additional funding to continue this restoration project by completing the remaining work on the local milestones. This will include resetting, etching and restorative cleaning of the milestones.

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Community Preservation Committee: Recommended Unanimously

COMMUNITY PRESERVATION COMMITTEE

ARTICLE 31: AMEND CHAPTER 218-25 - ZONING CODE

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

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

or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: Recommended Unanimously

Finance Committee: No Position

Planning Board: Recommended Unanimously

Summary: The proposed amendment to Site Plan Review simplifies the process for "Minor Site Plan Review" by enabling review by the Land Use Director and Building Commissioner after consulting with other Town Departments. The existing Level II and Level III review will be combined into "Major Site Plan Review" which will continue to require a Planning Board Special Permit.

ARTICLE 32: AMEND CHAPTER 218, ZONING CODE

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

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

or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously*

Summary: *The proposed zoning amendment will remove the requirement of a special permit from the Zoning Board of Appeals (ZBA) for temporary facilities and replace it with a by-right building permit, with temporary construction and office trailers subject to Minor Site Plan Review.*

ARTICLE 33: CITIZENS' PETITION – REZONE 152-158 BOSTON ROAD

To see if the Town will vote to amend the Town of Groton's Zoning Map to rezone from G-B (General Business) to R-B (Residential Business) certain premises located at 152-158 Boston Road owned by Peter W. Norton, consisting of approximately 30,654 square feet, which premises is described in a deed recorded with the Middlesex South Registry of Deeds in Book 21298, Page 3, being shown as Parcel 5 on Assessors' Map 222, or to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Peter W. Norton	152 Boston Road	Carolyn J. Bissell	48 West Main Street
Rebecca M. Babcock	41 West Main Street	Hugo H. Maahs	973 Lowell Road
Michelle Collette	43 Windmill Hill Road	Wanda P. Maahs	973 Lowell Road
Regina Beausoleil	103 Blossom Lane	Peter C. Myette	69 Schoolhouse Road
Edward W. Homer	56 Sunset Road	Michael F. Bouchard	69 Hill Road

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously*

Summary: *This Article has been submitted as a Citizens' Petition by the above ten (10) registered voters of the Town of Groton for Town Meeting consideration.*

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

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 53, §18B, regarding information for local Ballot Questions, a copy of which is on file in the Office of the Town Clerk, or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *Acceptance of MGL Chapter 53 Section 18B will authorize the Board of Selectmen to create "fair and concise" summaries of local ballot questions when such questions appear on Town ballots. These summaries would also include one sentence describing the effect of a yes or no vote, and brief arguments for and against the question. This would be very similar to what voters see for state ballot questions. The process to create the question summaries would involve town counsel and designated question opponents and proponents. A copy of the question, summaries and arguments would be mailed to each household prior to an election. If Chapter 53 Section 18B is not accepted, the Town has no authority to create question summaries for local ballot questions.*

ARTICLE 35: HOME RECYCLING REVOLVING FUND

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

TOWN MANAGER

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

Summary: *This account is proposed in order to permit the DPW to accept receipts from both the sale of recycling equipment (including, but not limited to, recycling and compost bins) and funding obtained through related state grants, which may upon deposit be used without further appropriation to purchase additional recycling equipment or other items that will serve to enhance town-wide recycling efforts.*

ARTICLES 36 THROUGH 41 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER 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 2016 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 2016 is \$480,000.*

ARTICLE 38: STORMWATER MANAGEMENT REVOLVING FUND

To see if the Town will vote to renew the revolving account under Chapter 44, §53E½ of the General Laws for the purpose of utilizing receipts and fees received under Chapter 198 of the Code of the Town of Groton, Stormwater Management - Low Impact Development, said receipts and fees to be credited to said account and expended by the Earth Removal Stormwater Advisory Committee for administration, oversight and review activities under Chapter 198, with the maximum amount to be expended in said account not to exceed \$10,000 for Fiscal Year 2016, or to take any other action relative thereto.

STORMWATER ADVISORY COMMITTEE

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

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

ARTICLE 39: CONSERVATION COMMISSION REVOLVING FUND

To see if the Town will vote to renew the revolving account under Massachusetts General Laws, Chapter 44, §53E½ for the purpose of utilizing receipts and fees received for agricultural or silvicultural activities conducted on Town-owned conservation land under the care and custody of the Conservation Commission, said receipts and fees are to be credited to said account and expended by the Conservation Commission for oversight and management of conservation lands owned by the Town, with the maximum amount in said account not to exceed \$50,000 for Fiscal Year 2016, or to take any other action relative thereto.

CONSERVATION COMMISSION

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

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

ARTICLE 40: AFFORDABLE HOUSING REVOLVING FUND

To see if the Town will vote to renew, under the authority of the Town Manager, a revolving account under Massachusetts General Laws, Chapter 44, §53E½ for the receipt of revenue and funding of expenses related to marketing and monitoring Affordable Housing units within developments in the Town, said revenue, in the form of receipts and fees, to be credited to said account and expended by the Town Manager for this purpose, with the maximum amount in said account not to exceed \$50,000 for Fiscal Year 2016, or to take any other action relative thereto.

TOWN MANAGER

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

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

ARTICLE 41: 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, 37, 37A, 41, 41B, 41C or 43 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.*

Moderator's Consent Agenda to Save Time at Town Meeting

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

What Articles Are Included

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

In this warrant, Articles 36 to 41 have been identified by the moderator as being appropriate for the consent agenda. At Town Meeting, voters will receive a handout with the final consent agenda, as changes are possible between the time of this writing and April 27.

How Consent Agendas Work

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

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

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

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

What Voters Need To Do

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

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

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 6th Day of April in the year of our Lord Two Thousand Fifteen.

Joshua A. Degen

Joshua A. Degen, Chairman

Anna Eliot

Anna Eliot, Vice-Chairman

Stuart M. Schulman

Stuart M. Schulman, Clerk

Peter S. Cunningham

Peter S. Cunningham, Member

John G. Petropoulos

John G. Petropoulos, Member

OFFICERS RETURN

Groton, Middlesex

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

Constable

Date Duly Posted

BUDGET MESSAGE FROM THE TOWN MANAGER

TOWN OF GROTON FISCAL YEAR 2016

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 2016 Operating Budget for the Town of Groton. The FY 2016 Budget is a “needs budget” that allows the Town to continue to address areas that will improve the overall service delivery to residents of Groton. The Proposed Budget will provide growth in some areas, including the Police Department and Groton-Dunstable Regional School District. Funding is also being provided in the Debt Service Budget within the levy to address some very important capital needs. Last Spring, in order to meet the budgetary needs of the Town in Fiscal Year 2015, the Town voted to exclude the debt service on the new Center Fire Station from Proposition 2½. The excluded debt budget will decrease in FY 2016, providing some relief for residents and taxpayers. In addition, the Fiscal Year 2016 budget will address Other Post-Employment Benefits (OPEB). This will allow the Town to fund OPEB with money already contained in the budget. It will not require a new appropriation. The Town anticipates that it will be required to address this issue by Fiscal Year 2018 and by addressing it in Fiscal Year 2016, it will put the Town in a strong financial position to deal with this liability ahead of schedule.

When putting together our estimated revenues for Fiscal Year 2016 the Finance Committee and I have taken into consideration a couple of factors that impact anticipated revenues. Governor Charlie Baker has just submitted his proposed budget for Fiscal Year 2016. The Legislature has yet to take up the proposal, but the Governor has increased the Town’s anticipated local aid in Fiscal Year 2016 by approximately \$27,000. This proposed increase has been factored into anticipated revenues in FY 2016. Another factor that will have a positive impact on revenues in FY 2016 is a vote by the 2014 Fall Town Meeting that authorized the collection of a local meals tax. In FY 2016, it is estimated that this new revenue stream will provide an additional \$100,000 in local receipts. Another important factor to consider is a decision that was made at the 2014 Fall Town Meeting. The Board of Selectmen and Finance Committee recommended, and Town Meeting approved, taking an additional \$150,000 from “Free Cash” to offset the FY 2015 Tax Rate. This increased our unexpended Tax Capacity from \$314,488 to \$464,488. This will not be available in FY 2016 and the relief provided to the residents in FY 2015 will have to be made up with property taxes in FY 2016 in order to maintain and improve the level of services provided to Groton residents. The following chart shows what the Town expects to receive in revenues for FY 2016 that can be used to fund the Proposed Operating Budget:

<u>Revenue Source</u>	<u>Budgeted FY 2015</u>	<u>Estimated FY 2016</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Property Tax	\$26,002,556	\$26,926,670	\$ 924,114*	3.56%
Unexpended Tax Capacity	\$ (464,488)	\$ (100,000)	\$ 364,488	78.47%
State Aid	\$ 828,915	\$ 856,252	\$ 27,337	3.29%
Local Receipts	\$ 3,054,000	\$ 3,217,000	\$ 163,000	5.34%
Free Cash	\$ 150,000	\$ 0	\$(150,000)	-100.00%
Other Available Funds	\$ 175,000	\$ 200,000	\$ 25,000	14.29%
TOTAL	\$29,745,983	\$31,099,922	\$1,353,939	4.55%

*Includes two and one half (2½%) percent increase allowed by law and \$15 million in new growth.

Thanks to the Finance Team's practice of sound financial planning and smart budgeting, the Town is confident that it has a healthy revenue forecast for Fiscal Year 2016. This will allow the Town to continue to maintain services and to address areas that it believes will improve the delivery of those services. There are two areas in the Fiscal Year 2016 Budget that will significantly impact expenses in Fiscal Year 2016. The Town will see a major increase in its Middlesex County Pension Budget. This budget will increase by eleven (11%) percent. The Town is one of 71 members of the Middlesex County Retirement System, whose employees become vested in the pension system after 10 years of service and when they reach age 55. Each individual member city or town is assessed according to many vital statistics, including active employees, new hires, terminated employees who have yet to seek retirement or a return of their money, replacement employees who came from elsewhere in the state retirement system, death and longevity statistics, and investment performance. In addition, the pension system assesses all members on an annual basis for their portion of the unfunded liability of the system, a liability which will be paid in full in 2035. The Middlesex County Retirement System, as a whole, set a benchmark of 6.5% annual assessment increases through 2020 (and 4.5% thereafter until 2035), which are adjusted up or down to each city or town, based on the Town's specific circumstances. The FY 2016 increase is largely attributable to several replacement hires in the past two (2) years whose State pension liability from their previous employment has temporarily transferred to Groton. This anomaly whereby a town is responsible for the pension liability of a new hire from another town is not uncommon, however it is a temporary charge and is credited back in future years. Groton's Fiscal 2017 pension assessment has been set at 5.8%, below the system-wide target of 6.5%, further evidencing the year-to-year fluctuations that impact the assessment. PERAC, the State's Public Employee Retirement Administration Commission, monitors and governs all aspects of the Middlesex County Retirement System (MCRS). PERAC consistently identifies MCRS as one of the State's most efficient and well run pension systems in the Commonwealth. The second area is the Town's Health Insurance Budget. The Minuteman Nashoba Health Group has increased the Town's Health Insurance Rates by 7.7% with an overall increase of 9.98% in FY 2016. Both of these increases have been fully funded in the Proposed Fiscal Year 2016 Proposed Operating Budget.

That said, the Finance Committee, Board of Selectmen and I have proposed increases in some areas of the Budget that will improve the delivery of services next fiscal year. The following is a breakdown of those proposals:

POLICE DEPARTMENT WAGES

The Town of Groton is extremely fortunate to have an exceptional Police Department. Our Department provides excellent services to our residents and has an outstanding reputation throughout the region. The commitment made by the Board of Selectmen and Finance Committee to provide the necessary funding in past years for our Police Department has paid off. I would like to continue that commitment in Fiscal Year 2016. An area of importance is the protection of our students. The Fiscal Year 2016 Operating Budget contains funding for a School Resource Officer in the Police Department Budget.

The Massachusetts Task Force Report on School Safety and Security published in July 2014 makes several recommendations to the Governor that states that each Municipality should establish a district-level emergency management team, comprised of the town manager, superintendent of schools, police chief, fire chief, emergency management director as well as other public safety officers and that at the secondary level, every school in the Commonwealth should have a school resource officer. This will allow for a consolidated set of protocols including evacuation, shelter in place, lock down and family reunification. On a regular basis, districts should direct schools to practice gathering at a primary rallying point and preparedness training should be provided for all staff. Groton has 3 high schools (1 public, 2 private), 2 Middle School Buildings, 1 Elementary School Building, 2 school operated buildings with multi-function use, 1 private K-8 school, 3 Day Cares, early education centers and 1 Special needs hospital with a school. Our current staffing includes 2 part-time (P/T) School /Juvenile Officers that perform duties as needed, including DARE. By adding a School Resource Officer, we will be able to improve our delivery of services for our school aged children and address the issues stated above. A full-time officer assigned to the Schools will allow for more direct attention to school and juvenile needs and allow for a second juvenile officer (P/T) as needed. The impact to the FY 2016 Proposed Operating Budget for this position is \$71,000, including benefits.

SARGISSON BEACH

In the original Fiscal Year 2015 Proposed Operating Budget, I had included funding to reopen Sargisson Beach. This was based on the desire of the Board of Selectmen to reopen the Beach and the appointment of the Sargisson Beach Committee that was charged with developing a plan for this purpose. Due to the School Budget issues faced in FY 2015, the Board of Selectmen and Finance Committee decided to remove this funding from the budget. It is still a priority of the Board and funding is contained in the Fiscal Year 2016 Budget to open the Beach this summer. The impact to the Proposed FY 2016 Operating Budget to open the Beach is \$38,210.

DEBT SERVICE BUDGET

The Fiscal Year 2016 Capital Plan contains two important items that I believe are crucial for the safety of our residents and employees. The first item is the Fire Protection of the Lost Lake Area. The 2013 Fall Town Meeting appropriated funding to develop a plan to address the shortage of water for firefighting purposes around Lost Lake. We have developed a plan to install water mains, cisterns and dry hydrants to provide this protection. This project has been put out to bid and the cost for this project is \$1.9 million. The second area of concern is the Town's public safety radio communications. The Police Chief and Fire Chief have proposed a joint radio project to upgrade the radio system. This is a major upgrade. Currently the police and fire department radio systems are inadequate for a community the size of Groton. This issue creates major "dead" areas that are unacceptable and place personnel needlessly at risk. One

of the most common contributing factors in firefighter and police officer injuries and deaths are communications issues. There is an Article contained in the Warrant for this Town Meeting that seeks to borrow \$650,000 to fund a complete overhaul of the Town's radio system that will improve communications between our Police Department, Fire Department, Highway Department and Water Department. This will dramatically improve the safety of the Town's emergency personnel, as well as improve the delivery of services to our residents. The Fiscal Year 2016 Debt Service Budget contains funding to cover the first year debt service for these very important projects.

OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Other Post-Employment Benefits (OPEB) are those benefits *other than pension* that the Town is responsible to continue providing to the employee after he or she has retired or left Town service. Currently, the Town of Groton provides health insurance and life insurance to its retirees, recognizing the expense during the period of actual distribution rather than in the period during which those benefits are earned. In 2004, the Government Accounting Standards Board (GASB) issued statement number 45 setting forth some requirements for Towns that handle OPEB costs on a "pay-as-you-go" basis. This was done in an effort to provide interested parties with more complete information regarding the true financial position of municipalities that provide such benefits. To this end, GASB 45 first requires that a periodic actuarial analysis be done to identify the costs of the 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. The Town of Groton made a commitment to Standard and Poor's to begin to fund this liability by Fiscal Year 2018. Currently, Groton's Liability is \$7,150,656. The Town will be required to update this liability in FY 2016 and the Town Accountant's Budget contains the necessary funding to pay for this update. 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 only long-term solution to the OPEB liability is to develop a dedicated revenue stream to address this growing obligation. In order to allow the Cities and Towns of Massachusetts to address this, the Legislature has approved Chapter 479 of the Acts of 2008, which provides for the establishment of an "Other Post-Employment Benefits Liability Trust Fund". The law is a local option that requires approval at Town Meeting. Upon acceptance, the Town may establish an irrevocable trust fund to account for appropriations made to cover its unfunded OPEB liability. The Town is proposing to establish this Trust in FY 2016. One of the benefits of this Trust is that it can be used to pay for current retiree health insurance. Currently, the Town appropriates approximately \$200,000 in its Operating Budget to pay for retiree health insurance on an annual basis. This Trust will be established in FY 2016 and it will be funded by appropriating the money already allocated for retiree health insurance. This will be used to pay for the Town's retiree obligations in FY 2016. It will be repeated in subsequent Fiscal Years until such time as the Town has the ability to increase the Trust's appropriation to begin to pay down the Town's liability.

UNION CONTRACTS AND BY-LAW EMPLOYEES

The Town now has seven (7) Collective Bargaining Units. All Agreements are up for renewal in Fiscal Year 2016. In an effort to provide a Proposed Operating Budget that completely addresses all of our anticipated obligations and expenses in FY 2016, I reached out to all seven (7) unions and asked them to consider negotiating new agreements a full six (6) months prior to

the expiration of the current agreements. Due to the outstanding relationships my office has with our Unions and employees, all seven (7) unions agreed to early collective bargaining. I am pleased to report that we have successfully concluded negotiations with all Unions for new three (3) year agreements that will run from July 1, 2015 through June 30, 2018. These agreements provide the Town with budget stability. I want to thank our employees and Unions for working so cooperatively with the Town to reach these agreements. All costs associated with these new agreements have been included in the Proposed Operating Budget. The following shows the cost of each Union Agreement in FY 2016:

Groton Supervisors' Union (2% Adjustment in FY 2016)	\$ 13,383
Groton Patrolmen's Union (0% Adjustment in FY 2016 – 40 Hour Work Week)	\$ 55,201
Groton Superior Officers (0% Adjustment in FY 2016 – 40 Hour Work Week)	\$ 20,856
Groton Firefighters Association (2% Adjustment in FY 2016)	\$ 10,578
Groton Communications Union (2% Adjustment in FY 2016)	\$ 10,920
Groton Town Hall/Library Union (2% Adjustment in FY 2016)	\$ 34,664
Groton DPW Union (2% Adjustment in FY 2016)	<u>\$ 20,070</u>

Total Cost	\$165,672
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The remaining three (3) By-Law employees will receive the same adjustment as the Supervisors' Union, which will cost \$4,255 in FY 2016. This will be the third year that we have implemented the performance incentive program for several 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. This program continues to be very successful. The Fiscal Year 2016 impact for this program is \$38,033 which is a slight increase over the amount budgeted in FY 2015. The total salary impact on the FY 2016 Proposed Budget is \$207,960.

REGIONAL SCHOOL BUDGET

My Finance Team and I have always prided ourselves with the excellent relationship we have with the Administration of the Groton-Dunstable Regional School District (GDRSD). The Municipal Government has always and will continue to work cooperatively with GDRSD to establish a budget that meets the needs of our children. This was evident last year in the Town's ability to help address a major budget deficit in the GDRSD Budget without negatively impacting the Municipal Budget. This strong relationship continues in Fiscal Year 2016. It had been the practice of setting aside a two and one half (2½%) percent increase in the Regional School Assessments as a placeholder to balance the budget. This is done because the School Department does not usually finalize their budget until March and the Town Manager is required to submit a balanced budget by December 31st. This year, thanks to the outstanding efforts of the School Committee, School Superintendent Kristan Rodriguez and Business Manager Jared Stanton, they started their budget process much earlier in an effort to provide the Town with a more realistic assessment for when the Town Manager is required to present the Proposed Operating Budget. This was done in conjunction with representatives from our Board of Selectmen, Finance Committee and officials from Dunstable. The Regional School Committee has approved an operating assessment of \$17,097,405 or an additional \$575,598, which translates into an increase of 3.48%. With regard to the Nashoba Valley Regional Technical High School, the NVRTHS School Committee has voted an assessment to the Town of Groton of \$596,609 or an additional \$23,834, or 4.16%.

The following is a breakdown of the proposed FY 2016 Town Operating Budget by function:

<u>Function</u>	<u>FY 2015 Appropriation</u>	<u>FY 2016 Proposed</u>	<u>Dollar Change</u>	<u>Percent Change</u>
General Government	\$ 1,791,130	\$ 1,926,434	\$135,304	7.55%
Land Use Departments	\$ 407,038	\$ 422,912	\$ 15,874	3.90%
Protection Persons & Property	\$ 3,341,010	\$ 3,561,983	\$220,973	6.61%
Department of Public Works	\$ 2,042,784	\$ 2,094,007	\$ 51,223	2.51%
Library and Citizens Services	\$ 1,633,141	\$ 1,539,710	\$ (93,431)	-5.72%
Debt Service	\$ 1,418,721	\$ 1,383,590	\$ (35,131)	-2.48%
Employee Benefits	\$ 3,171,724	\$ 3,507,389	\$335,665	10.58%
Municipal Government Total	\$13,805,548	\$14,436,025	\$630,477	4.57%
Nashoba Technical High	\$ 572,775	\$ 596,609	\$ 23,834	4.16%
Groton Dunstable Operating	\$16,521,807	\$17,097,405	\$ 575,598	3.48%
Groton Dunstable Debt	\$ 1,234,216	\$ 1,168,791	\$ (65,425)	-5.30%
School Department Total	\$18,328,798	\$18,862,805	\$534,007	2.91%
TOTAL FY 2016 BUDGET	\$32,134,346	\$33,298,830	\$1,164,484	3.62%

There are a few issues that contribute to the proposed 4.57% increase in the Municipal Budget that should be noted. Some of these costs are out of the Town's control and there is no choice but to fund them in FY 2016, while others are areas where it is believed that the Town can improve the delivery of services. Please note the following increases:

Pepperell SRF Debt Service – Board of Selectmen Minor Capital	\$ 27,000
School Resource Officer – Police Department Budget	\$ 71,000
Sargisson Beach – Water Safety Budget	\$ 38,210
Health Insurance – Employee Benefits Budget	\$142,799
County Retirement – Employee Benefits Budget	\$180,066
Total	\$459,075 or 3.32% increase

The Fiscal Year 2016 Proposed Operating Budget, including Regional School Assessments and excluded debt, is \$33,298,830 or an increase of 3.62%. This budget is one hundred thousand (\$100,000) dollars under the anticipated FY 2016 Proposition 2½ Levy Limit. When you take into consideration the proposed Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed budget is \$36,136,348. The Fiscal Year 2015 Tax Rate has been certified at \$18.27. Based on the proposed Budget, the estimated Tax Rate in Fiscal Year 2016 is \$18.83, or an increase of \$0.56. In Fiscal Year 2015, the average Tax Bill in the Town of Groton (based on a home valued at \$400,000) is \$7,308. Under this proposed budget, that same homeowner can expect a tax bill of \$7,532 or an increase of \$224. The following chart shows a comparison between FY 2015 and FY 2016:

	<u>Actual FY 2015</u>	<u>Proposed FY 2016</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Levy Capacity Used	\$25,538,071	\$26,826,670*	\$1,288,599	5.05%*
Tax Rate On Levy Capacity	\$16.68	\$17.35	\$0.67	4.02%
Average Tax Bill	\$6,672	\$6,940	\$268	4.02%
Excluded Debt	\$2,433,390	\$2,290,932	\$(142,458)	-5.86%
Tax Rate On Excluded Debt	\$1.59	\$1.48	\$(0.11)	-6.92%
Average Tax Bill	\$636	\$592	\$(44)	-6.92%
Final Levy Used	\$27,971,461	\$29,117,602	\$1,146,141	4.10%
Final Tax Rate	\$18.27	\$18.83	\$0.56	3.07%
Average Tax Bill	\$7,308	\$7,532	\$224	3.07%

*Includes anticipated new growth of \$15 million.

I would like to take this opportunity to thank the Board of Selectmen, the Finance Committee, 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 Superintendent of Schools Kristan Rodriguez, Business Manager Jared Stanton and the Groton-Dunstable Regional School District Committee was extremely important in developing a budget that allowed us to maintain services for our residents.

Respectfully submitted,

Mark W. Haddad

Groton Town Manager

BUDGET REPORT FROM THE FINANCE COMMITTEE

TOWN OF GROTON FISCAL YEAR 2016

Pursuant to Article 6 of the Charter of the Town of Groton, Massachusetts, the Finance Committee is pleased to submit for your consideration the Proposed Fiscal Year 2016 Operating Budget for the Town of Groton. The Finance Committee believes that this budget reflects the needs and priorities of the Town of Groton.

Budget Summary

The fiscal year 2016 proposed operating budget, including regional school district assessments and excluded debt, is \$33,298,830 or an increase of 3.6%. After adding in Capital Budget requests, Enterprise Funds and other appropriations, the total Municipal budget for fiscal year 2016 is \$36,181,124. This is a \$913,355 or 2.6% increase over fiscal year 2015. See below for additional information and further discussion on specific areas of the budget.

<u>Expenditures</u>	<u>FY 2015</u> <i>(Actuals)</i>	<u>FY 2016</u> <i>(Proposed)</i>	<u>Inc/(Dec) \$</u> <i>2015-2016</i>	<u>Inc/(Dec) %</u> <i>2015-2016</i>
General Government	\$1,791,130	\$1,926,434	\$135,304	7.6%
Land Use Departments	\$407,038	\$422,912	\$15,874	3.9%
Protection of Persons and Property	\$3,341,010	\$3,561,983	\$220,973	6.6%
Department of Public Works	\$2,042,784	\$2,094,007	\$51,223	2.5%
Library and Citizen Services	\$1,633,141	\$1,539,710	\$(93,431)	(5.7%)
Debt	\$1,418,721	\$1,383,590	\$(35,131)	(2.5%)
Employee Benefits	\$3,171,724	\$3,507,389	\$335,665	10.6%
Sub-Total (Not Including Debt)	\$12,386,827	\$13,052,435	\$665,608	5.4%
Sub-Total Municipal Spending	\$13,805,548	\$14,436,025	\$630,477	4.6%
GDRSD	\$16,521,807	\$17,097,405	\$575,598	3.5%
GDRSD Debt	\$1,234,216	\$1,168,791	\$(65,425)	(5.3%)
NVTHS	\$572,775	\$596,609	\$23,834	4.2%
Sub-Total School Expenses	\$18,328,798	\$18,862,805	\$534,007	2.9%
Total Municipal Operating Budget	\$32,134,346	\$33,298,830	\$1,164,484	3.6%
Additional Appropriations				
Capital Budget Request	\$635,190	\$404,145	\$(231,045)	(36.4%)
Enterprise Funds	\$1,924,762	\$1,925,157	\$395	0.0%
Other	\$555,027	\$508,216	\$(46,811)	(8.4%)
Sub-Total Additional Appropriations	\$3,114,979	\$2,837,518	\$(277,461)	(8.9%)
Grand Total Appropriations	\$35,249,325	\$36,136,348	\$887,023	2.5%

For fiscal year 2016, total available revenues are budgeted to increase 3.3% from \$34,969,325 to \$36,136,348. This includes the two and one half percent increase allowed by law and \$15 million in new growth. Other expected increases in revenue include a bump in state aid and \$100,000 in revenues from the local meals tax that town meeting approved last fall.

<u>Revenues</u>	<u>FY 2015</u> <i>(Actuals)</i>	<u>FY 2016</u> <i>(Proposed)</i>	<u>Inc/(Dec) \$</u> <i>2015-2016</i>	<u>Inc/(Dec) %</u> <i>2015-2016</i>
Property Tax	\$26,002,556	\$26,926,670	\$924,114	3.6%
State Aid	\$828,915	\$856,252	\$27,337	3.3%
Local Receipts	\$3,564,000	\$3,633,192	\$69,192	1.9%
Free Cash	\$150,000	\$-	\$(150,000)	(100.0%)
Other Available Funds	\$455,000	\$200,000	\$(255,000)	(56.0%)
Sub-Total Available Revenues	\$31,000,471	\$31,616,114	\$615,643	2.0%
Unexpended Tax Capacity	\$(464,488)	\$(100,000)	\$364,488	(78.5%)
Sub-Total Revenues	\$30,535,983	\$31,516,114	\$980,131	3.2%
Excluded Debt	\$2,433,390	\$2,290,932	\$(142,458)	(5.9%)
Stabilization Fund	\$-	\$-	\$-	0.0%
Capital Stabilization Fund	\$355,190	\$404,145	\$48,955	13.8%
Enterprise Funds	\$1,924,762	\$1,925,157	\$395	0.0%
Total Available Revenues	\$35,249,325	\$36,136,348	\$887,023	2.5%

The fiscal year 2015 Tax Rate has been certified at \$18.27. Based on the proposed Budget, the estimated Tax Rate in fiscal year 2016 is \$18.83, or an increase of \$0.56. In fiscal year 2015, the average Tax Bill in the Town of Groton (based on a home valued at \$400,000) is \$7,308. Under this proposed budget, that same homeowner can expect a tax bill of \$7,532 or an increase of \$224. The following chart shows a comparison between FY 2015 and FY 2016:

	<u>Actual</u> <u>FY 2015</u>	<u>Proposed</u> <u>FY 2016</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Levy Capacity Used	\$25,538,071	\$26,826,670*	\$1,288,599	5.05%*
Tax Rate On Levy Capacity	\$16.68	\$17.35	\$0.67	4.02%
Average Tax Bill	\$6,672	\$6,940	\$268	4.02%
Excluded Debt	\$2,433,390	\$2,290,932	\$(142,458)	-5.86%
Tax Rate On Excluded Debt	\$1.59	\$1.48	\$(0.11)	-6.92%
Average Tax Bill	\$636	\$592	\$(44)	-6.92%
Final Levy Used	\$27,971,461	\$29,117,602	\$1,146,141	4.10%
Final Tax Rate	\$18.27	\$18.83	\$0.56	3.07%
Average Tax Bill	\$7,308	\$7,532	\$224	3.07%

*Includes anticipated new growth of \$15 million.

Over the course of the budget cycle, as new information became available and projections became actuals, there were several minor adjustments made to the original budget submitted by the Town Manager. These changes are detailed in the appendix to this report.

Further Discussion of Selected Budget Areas

The proposed municipal operating budget (minus the schools) shows an increase of \$630,477 (4.6%) from \$13,805,548 to \$14,436,025. Some of these costs are of a contractual nature and require that we fund them in FY 2016, while other increases support improvements to the delivery of services to our students and citizens.

For a detailed explanation of the proposed budget, you should read the Town Manager's Budget Message and the budget itself as published in the Town of Groton Spring 2015 Town Meeting Warrant.

However, there are several areas in the fiscal year 2016 budget that the Finance Committee would like to highlight. These are areas that have had a greater impact on the overall budget.

Town Health Insurance

Nationally, insurance rates have been rising rapidly. Groton is not immune to this trend. The Minuteman Nashoba Health Group has increased the town's health insurance rates by 7.7%. Accounting for this rate increase as well as the potential for additional enrollment by existing town employees has led to an increase in the town health care budget of 9.98%. The impact in the proposed FY 2016 operating budget is \$142,799.

Middlesex County Pension Assessment

The town will see an 11% increase in our Middlesex County Pension assessment. The FY 2016 increase is largely attributable to new town employees whose state pension liability has temporarily transferred from their previous employment. The large increase in our assessment will be credited back in future years. For 2017, Groton's pension assessment has been set at 5.8% (below the system-wide target of 6.5%). The impact to the proposed FY 2016 operating budget is \$180,066.

School Resource Officer

The fiscal year 2016 operating budget contains funding for a school resource officer. The Massachusetts Task Force Report on School Safety and Security (July 2014) makes several recommendations including the recommendation that every secondary school in the commonwealth should have a school resource officer. This is the only new employee being added to the town's roles in fiscal year 2016. The impact to the proposed FY 2016 operating budget for this position is \$71,000 (including benefits).

Lost Lake Fire Protection

The 2013 Fall Town Meeting appropriated funding to develop a plan to address the shortage of water for firefighting purposes around Lost Lake. The resulting plan includes the installation of water mains, cisterns and dry hydrants. This project is expected to cost \$1.9 million. The impact to the proposed FY 2016 operating budget is \$42,750 for the first year of debt service.

Police and Fire Radio Upgrade Project

The Police Chief and Fire Chief have proposed a joint radio project to upgrade the town's radio system. This is a major upgrade. Currently the police and fire department radio systems are inadequate with major "dead" areas that are unacceptable and place personnel and citizens needlessly at risk. To fund the complete overhaul of the town's radio system, the town will seek to borrow \$650,000. The impact to the proposed FY 2016 operating budget is \$14,625 for the first year of debt service.

Sargisson Beach

The Sargisson Beach Committee was appointed by the Board of Selectman to develop an operating plan for the Sargisson Beach area. This was based on the desire of the Board of Selectmen to reopen Sargisson Beach to the community for the purpose of outdoor recreation. Although originally planned for fiscal year 2015, school budget issues caused funding to be withdrawn. As it is still a priority of the Board of Selectman, funding has been included in the fiscal year 2016 budget. The impact to the proposed FY 2016 operating budget to open the beach is \$35,570.

Groton Country Club

For the last several years, the Finance Committee has requested a more strategic approach to operating the Groton Country Club. When the General Manager retired in June 2014, a portion of his salary was used to bring in a consultant to review club operations and recommend improvements that would increase long-term viability.

Over the course of the year, the Town Manager worked to decrease operational expenses by combining the administrative assistant function at the Country Club with the Highway Administrative Assistant in order to eliminate a position from the town payroll.

Further, the club employed a General Manager (\$75,000) and a Golf Pro (\$25,000). Moving forward, the club will have a combined position of General Manager/Head Professional at a salary of \$65,000. This position will have responsibilities for operations and marketing of the club and its programs in addition to performing the duties of Golf Pro.

Lastly, the fiscal year 2015 budget included \$68,400 for the operation of the function hall. However, the town did not take in enough revenues to offset operating expenses. Starting this fiscal year, the town has leased out the function hall.

In fiscal year 2015, the Town appropriated \$550,000 for the Country Club. As a result of the Town Manager's focus on creating a sustainable operating model for the club, the projected fiscal year 2016 budget for the Country Club is \$380,503 with projected revenues of \$416,000. The impact to the proposed FY 2016 operating budget is to reduce the country clubs appropriation by \$124,960.

OPEB Liability Trust Fund

Other Post-Employment Benefits (OPEB) are benefits ***other than pensions*** that the town is responsible to provide after an employee has retired or left town service. For more information on OPEB, please see the Town Manager's Message as printed in the Town of Groton Spring 2015 Town Meeting Warrant. Based on the Government Accounting Standards Board (GASB) recommendations and discussions the town's finance team has had with credit rating agencies, the Finance Committee believes it is prudent to establish an "Other Post-Employment Benefits Liability Trust Fund". As allowed for by law, the Trust can be used to pay current retiree health insurance. For fiscal 2016, the budget uses any monies paid into the trust to pay current retiree liabilities resulting in no impact to the proposed FY 2016 operating budget.

Contractual Obligations to Town Employees

The Town Manager, in order to promote fiscal stability and provide predictability to the budgeting process, reached out to all town employee collective bargaining units (i.e. unions) and asked them to consider entering negotiations prior to the 2016 budgeting

cycle. All seven unions agreed to early collective bargaining that concluded successfully with new three-year agreements that run from July 1, 2015 through June 30, 2018. The following shows the cost of each union agreement in FY 2016:

Groton Supervisors Union (2% Adjustment in FY 2016)	\$13,383
Groton Patrolmen's Union (0% Adjustment in FY 2016 – 40 Hour Work Week)	\$55,201
Groton Superior Officers (0% Adjustment in FY 2016 – 40 Hour Work Week)	\$20,856
Groton Firefighters Association (2% Adjustment in FY 2016)	\$10,578
Groton Communications Union (2% Adjustment in FY 2016)	\$10,920
Groton Town Hall/Library Union (2% Adjustment in FY 2016)	\$34,664
Groton DPW Union (2% Adjustment in FY 2016)	\$20,070
Total Cost	\$165,672

Regional School Districts

Due to the fact that the districts do not finalize their budgets until March, it has been the practice of the Town Manager to prepare his budget assuming a 2.5% increase in assessments. This allows him to present a balanced budget in December as required by the Town Charter.

This year, the GDRSD School Committee shared budgeting information much earlier in the process with a board of people that have been meeting regularly to discuss the financial status of the district. The board consists of representatives from Groton including the Town Manager, a member of the Board of Selectmen and Finance Committee as well as similar officials from the Town of Dunstable. This was very much appreciated and resulted in more accuracy in the Town Manager's budget proposal.

At the conclusion of the district's budgeting process, the GDRSD School Committee approved Groton's assessment at \$17,097,405. This final number was very close to the number that was communicated early on and translates into an increase of 3.48%. The impact to the proposed FY 2016 operating budget is \$575,598.

Due to flat enrollment numbers for Groton students, the Nashoba Valley Technical High School (NVTHS) School Committee voted an assessment to the Town of Groton of \$596,609, which translates to an increase of 4.16% in fiscal year 2016. The impact to the proposed FY 2016 operating budget is \$23,834 for Groton's share of the total assessment.

The Town Manager, Board of Selectman and Finance Committee will continue to work closely with our regional school districts to make sure they have the resources required to effectively educate our students.

Areas of Focus for Future Year Budgets

There has been a lot of discussion in town regarding the growth in the municipal budget. The Finance Committee would like to thank the citizens of the town who have taken the time to work with us to explore contributing factors.

It is important to understand that the town is in solid financial shape. This viewpoint has been validated over and over again as Standard and Poor's upgraded the town's bond rating to AA in 2010, AA+ in 2013 and to AAA in 2014. During the 2013 upgrade, the press release stated the following:

"The upgrade follows a review of the town's financial policies and practices, which we have determined are strong, well embedded, and likely sustainable," said Standard & Poor's credit analyst Victor Medeiros.

The 2013 and 2014 upgrades were based on several factors including:

- Primarily residential tax base, with access to jobs in and around the deep and diverse Boston employment base; (2013)
- Very strong wealth and incomes and low unemployment; (2013)
- Stable budgetary performance and strong financial reserves; and (2013)
- A moderate overall net debt burden, low debt service carrying charge, and manageable long-term liabilities. (2013)
- Strong budgetary flexibility with fiscal 2013 available reserves of 12.9% of general fund expenditures; (2014)
- Strong budgetary performance with operating surpluses in each of the past three fiscal years; (2014)
- Very strong liquidity, providing very strong cash to cover debt service and expenditures; (2014)
- Very strong management conditions with "strong" financial management policies under our Financial Management Assessment (FMA) methodology; (2014)
- Very strong debt and contingent liabilities, supported by low overall net debt as a percent of market value. (2014)

In addition, the Town's financial management practices have recently been reviewed by the Massachusetts Department of Revenue – Division of Local Services. The conclusion written in the March 2014 report titled "Financial Management Review Update" states:

Among the many municipalities where the DLS Technical Assistance Section has provided its services, the Town of Groton stands out. Achievements began when voters recognized the merits of professional management in government and adopted the town's first charter. Local leaders, working with the new town manager, acted decisively to create continuity in government. They in addition addressed critical needs by proposing new IT director and human resources director positions, both of which were accepted by town meeting. Finance department managers have been receptive to new ideas and have implemented change in ways that have increased efficiencies in their respective department.

We do not often see communities where voters, town meeting members, local leaders, the town manager and department heads are as uniformly receptive to new approaches for improving municipal government as in Groton. The process, however, is ongoing. We, therefore, encourage town officials to continue working toward continuity and stability in municipal government.

So if Standard and Poor's and Massachusetts Department of Revenue – Division of Local Services both believe that Groton is in strong shape, does the Finance Committee have any concerns? The answer is yes, we do.

Looking at the numbers below, it becomes apparent that there are a limited set of financial levers to use to limit the growth of the Town's operating budget. Groton is not unique in that companies, organizations and government entities of every shape and type are all struggling with the same growth patterns in wages, salaries and benefits.

The total of wages, salaries and benefits for the Town of Groton accounts for just under 80% of the municipal operating budget (not including debt). Whereas the overall operating budget is growing at 5.4%, wages, salaries and benefits is growing at 7%. In fact, the rest of the budget decreased from fiscal year 2015 to 2016.

There are no obvious answers to these trends, but the finance committee is committed to working with the Town Manager, the town's finance team, the Board of Selectman and concerned citizens to look for possible ways to decrease the rate of growth in the town's allocation for wages, salaries and benefits.

<u>Expenditures</u>	<u>FY 2015</u> <i>(Actuals)</i>	<u>FY 2016</u> <i>(Proposed)</i>	<u>Inc/(Dec) \$</u> <i>2015-2016</i>	<u>Inc/(Dec) %</u> <i>2015-2016</i>
Wages and Salaries	\$6,500,891	\$6,500,891		
Union Contracts		\$165,672	\$165,672	2.5%
New Hire		\$71,000	\$71,000	1.1%
Other Increases (Merit, hrs, etc...)		\$100,002	\$100,002	1.5%
Total Wages and Salaries	\$6,500,891	\$6,837,565	\$336,674	5.2%
Health/Life/Unemp. Insurance	\$1,580,701	\$1,736,300	\$155,599	9.8%
County Retirement	\$1,591,023	\$1,771,089	\$180,066	11.3%
Total Employee Benefits	\$3,171,724	\$3,507,389	\$335,665	10.6%
Total Wages, Salaries and Benefits	\$9,672,615	\$10,344,954	\$672,339	7.0%
Percentage of Municipal Budget	78.1%	79.3%	101%	
Other				
Country Club	\$262,650	\$127,239	\$(135,411)	(51.6%)
Sargisson Beach	\$950	\$35,570	\$34,620	3644.2%
Other	\$2,450,612	\$2,544,672	\$94,060	3.8%
Total Other	\$2,714,212	\$2,707,481	\$(6,731)	(0.2%)
Total Municipal Expenses (No Debt)	\$12,386,827	\$13,052,435	\$665,608	5.4%

Fiscal Year 2016 Budget Process

The Finance Committee, as required by the Massachusetts Open Meeting Law, always operates in posted open public meetings. However, those meetings are often sparsely attended. As a result, we feel it is important to outline the process that was undertaken to arrive at the budget that you have before you.

The 2016 fiscal year budget cycle started in early November of 2014 when the Town Manager met with department heads to review the budgeting process and provide spending guidelines. The process continued throughout November as department heads assessed priorities, evaluated spending levels and submitted individual departmental budgets.

In December of 2014, the Town Manager held multiple daylong meetings with participation by his finance team, department heads and individual Finance Committee members. In compliance with Article 6, Section 6-2, the Town Manager, submitted the proposed 2016 Operating Budget along with accompanying budget message and supporting documents on December 31, 2014.

Town Charter: Article 6, Section 6-2: Submission of Budget and Budget Message

"Within the time fixed by by-law, but not later than December 31 of the year immediately preceding the year in which the next spring town meeting is to convene, the town manager, after consultation with the board of selectmen, shall submit to the finance committee a proposed, balanced, operating budget for the ensuing fiscal year with an accompanying budget message and supporting documents. The town manager shall simultaneously provide for the publication of a general summary of the proposed budget in a local newspaper and the town's website. The summary shall specifically indicate any major variations from the current operating budget and the reason for such changes. The notice shall further indicate the times and places at which the complete copies of the proposed operating budget are available for examination by the public."

On January 5th, there was a joint session in open public meeting of the Board of Selectmen, the Finance Committee, the Town Manager and his finance team for a formal presentation of the proposed budget.

Following the presentation of the budget, as has become tradition, the Finance Committee held a daylong Saturday open public meeting on February 7th (after a two week snow delay), in joint session with the Board of Selectmen, to begin an in depth analysis of each department's budget. This meeting provides the opportunity for the Town Manager, his finance team and department heads to thoroughly explain the proposed budget.

Throughout February and March, the Finance Committee assigned departmental liaisons to meet individually with department heads. Since January, the Finance Committee, as a whole, has met in open public meetings at least eight times. During these meetings we reviewed departmental as well as various town committee's budget requests including detailed discussions with regard to salaries, wages and expenditures (with more meetings anticipated leading up to Town Meeting). However, it should be noted that the Finance Committee had no input to the wage negotiations.

Town Charter: Article 6, Section 6-5: Action on the Budget

"The finance committee shall, upon receipt of the budget from the town manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each town agency in connection with its review and consideration. The finance committee may require the town manager, or any town

agency, to furnish it with additional information as it may deem necessary to assist it in its review and consideration of the proposed budget. The finance committee shall file with the town clerk, at least 14 days before to the first session of spring town meeting, a report containing its proposed budget and its comments or recommendations regarding differences between its proposed budget and the budget submitted by the town manager. The report shall also be made available to voters of the town by publication on the town's website and by leaving copies of the report at least 3 public places in the town at least 14 days before the first session of spring town meeting. Additionally, copies of the report shall be made available to voters at the first session of spring town meeting. The failure to timely file the budget report with the town clerk or to publicize the report by posting on the town's website or in 3 public places in the town shall not prohibit the town meeting from voting on the budget nor shall it affect the validity of any vote taken thereon at town meeting.

The finance committee's proposed annual town budget shall be presented to the town meeting by motions made by the finance committee, which shall also present its comments and recommendations with respect to the budget. The town manager or the board of selectmen, or both, shall also present their comments and recommendations, if any, at the town meeting with respect to the budget. The budget shall be voted upon in accordance with the by-laws."

The Committee has worked hard over the last three months with the Town Manager, his finance team, the Board of Selectman and other town committees. The end result is a budget that we believe deserves broad support.

However, the committee did not recommend one item, Article 30, CPC Proposal B – Conservation Fund. Through vigorous discussion in two separate meeting, there were numerous concerns voiced by members of the Finance Committee including:

- The lack of a specific project or proposal for the use of the money.
- The downward trend in state matching funds in concert with the upcoming Spring 2015 Town meeting vote on additional CPC projects that may lead to the depletion of CPC funds available for potential future projects.
- This request ties up town monies by transferring \$200,000 to the Town's Conservation Fund, which can only be used to purchase new land for conservation.
- Concerns about the ability to fund maintenance of existing Conservation Committee owned properties.
- A lack of clear priorities and criteria from the Conservation Committee with regard to how they determine if they should spend town money on a property.
 - The Conservation Committee points to the priorities listed in the Town of Groton's Master Plan.
 - The Finance Committee does not consider the Master Plan a suitable alternative to clearly documented priorities and criteria from the Conservation Committee.
 - Equally concerning, when asked to define the Conservation Committee's goals with respect to land purchases, the answer offered was that they will reach their goal when all undeveloped land is either developed or put into conservation.
- Each year, the town expends \$480,000 for the Surrenden Farm Land Acquisition, which is a piece of property that is under conservation restriction.

The Finance Committee understands that the addition of this \$200,000 to the Conservation Fund would bring the fund into the recommended range of ~\$750,000. We also appreciate the

character of the Town of Groton and support purchases of land when presented with a compelling reason. In our opinion, we are being asked to simply trust the Conservation Commission to determine when they want to spend Groton citizen's money by providing the funds up front with no clearly defined priorities or guidelines.

Closing Words

Overall, the Finance Committee believes this process has been thorough leading to a budget that reflects the needs as well as the priorities of the town. That said, the Finance Committee is eager to participate in the upcoming Charter Review process to strengthen the fiscal checks and balances and to refine the role of the Finance Committee in the process of fiscally managing the town's budget.

Now, it is up to the voters to decide and ultimately approve the budget for the Town of Groton through their vote at Town Meeting.

The Finance Committee would like to thank the Town Manager, his finance team, the Board of Selectman, various town committee members and members of the public who spent many long, hard hours assembling this budget for your consideration.

Respectfully submitted,

Gary Green

Robert Hargraves

Mark Bacon

David Manugian

Barry Pease

Art Prest

Bud Robertson

Town of Groton Finance Committee

TOWN OF GROTON		
FISCAL YEAR 2016		
TAX LEVY CALCULATIONS		
FY 2016 PROPOSED EXPENDITURES		
Finance Committee's Proposed Budget		
General Government	\$	1,926,434
Land Use Departments	\$	422,912
Protection of Persons and Property	\$	3,561,983
Regional School Districts	\$	18,862,805
Department of Public Works	\$	2,094,007
Library and Citizen Services	\$	1,539,710
Debt Service	\$	1,383,590
Employee Benefits	\$	3,507,389
A. TOTAL DEPARTMENTAL BUDGET REQUESTS		\$ 33,298,830
B. CAPITAL BUDGET REQUESTS		\$ 404,145
C. ENTERPRISE FUND REQUESTS		\$ 1,925,157
D. COMMUNITY PRESERVATION REQUEST		
OTHER AMOUNTS TO BE RAISED		
1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	1,000
5. Total cherry sheet offsets	\$	20,000
6. Revenue deficits	\$	-
7. Offset Receipts	\$	-
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	155,224
10. Other		
E. TOTAL OTHER AMOUNTS TO BE RAISED		\$ 176,224
F. STATE AND COUNTY CHERRY SHEET CHARGES		\$ 106,992
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS		\$ 225,000
		\$ 508,216
TOTAL PROPOSED EXPENDITURES		\$ 36,136,348
FY 2016 ESTIMATED RECEIPTS		
ESTIMATED TAX LEVY		
Levy Limit	\$	26,926,670
Debt Exclusion	\$	2,290,932
A. ESTIMATED TAX LEVY		\$ 29,217,602
B. CHERRY SHEET ESTIMATED RECEIPTS		\$ 856,252
C. LOCAL RECEIPTS NOT ALLOCATED		\$ 3,633,192
D. OFFSET RECEIPTS		\$ -
E. ENTERPRISE FUNDS		\$ 1,925,157
F. COMMUNITY PRESERVATION FUNDS		\$ -
G. FREE CASH		\$ -
OTHER AVAILABLE FUNDS		
1. Stabilization Fund		
2. Capital Asset Fund	\$	404,145
3. EMS/Conservation Fund	\$	200,000
G. OTHER AVAILABLE FUNDS		\$ 604,145
TOTAL ESTIMATED RECEIPTS		\$ 36,236,348
FY 2016 SURPLUS/(DEFICIT)		\$ 100,000

APPENDIX A			TOWN OF GROTON					
			FISCAL YEAR 2016					
				</				

		FY 2014	FY 2015	FY 2016	FY 2016		FY 2016	FY 2016
		ACTUAL	APPROPRIATED	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION			BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
FINANCE COMMITTEE								
1040	Expenses	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1041	Reserve Fund	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 33.02	0.44%
	DEPARTMENTAL TOTAL	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 33.02	0.44%
TOWN ACCOUNTANT								
1050	Salaries	\$ 70,227	\$ 73,064	\$ 81,539	\$ 81,539	11.60%	\$ 17.95	0.24%
1051	Wages	\$ 31,779	\$ 39,135	\$ 40,950	\$ 40,950	4.64%	\$ 9.02	0.12%
1052	Expenses	\$ 30,514	\$ 30,560	\$ 35,610	\$ 35,610	16.52%	\$ 7.84	0.10%
	DEPARTMENTAL TOTAL	\$ 132,520	\$ 142,759	\$ 158,099	\$ 158,099	10.75%	\$ 34.81	0.46%
BOARD OF ASSESSORS								
1060	Salaries	\$ 80,137	\$ 83,246	\$ 84,847	\$ 84,847	1.92%	\$ 18.68	0.25%
1061	Wages	\$ 85,640	\$ 87,696	\$ 94,130	\$ 94,130	7.34%	\$ 20.72	0.28%
1062	Expenses	\$ 11,305	\$ 18,250	\$ 23,475	\$ 23,475	28.63%	\$ 5.17	0.07%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 177,082	\$ 189,192	\$ 202,452	\$ 202,452	7.01%	\$ 44.57	0.60%
TREASURER/TAX COLLECTOR								
1070	Salaries	\$ 77,719	\$ 79,273	\$ 82,476	\$ 82,476	4.04%	\$ 18.16	0.24%
1071	Wages	\$ 111,277	\$ 96,125	\$ 100,742	\$ 100,742	4.80%	\$ 22.18	0.29%
1072	Expenses	\$ 19,353	\$ 18,774	\$ 20,530	\$ 20,530	9.35%	\$ 4.52	0.06%
1073	Tax Title	\$ 4,132	\$ 6,000	\$ 4,500	\$ 4,500	-25.00%	\$ 0.99	0.01%
1074	Bond Cost	\$ 2,500	\$ 2,500	\$ 3,000	\$ 3,000	20.00%	\$ 0.66	0.01%
	DEPARTMENTAL TOTAL	\$ 214,981	\$ 202,672	\$ 211,248	\$ 211,248	4.23%	\$ 46.51	0.61%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	TOWN COUNSEL							
1080	Expenses	\$ 79,663	\$ 75,000	\$ 90,000	\$ 90,000	20.00%	\$ 19.81	0.26%
	DEPARTMENTAL TOTAL	\$ 79,663	\$ 75,000	\$ 90,000	\$ 90,000	20.00%	\$ 19.81	0.26%
	HUMAN RESOURCES							
1090	Salary	\$ 56,599	\$ 71,396	\$ 70,359	\$ 70,359	-1.45%	\$ 15.49	0.21%
1091	Expenses	\$ 4,444	\$ 4,450	\$ 7,050	\$ 7,050	58.43%	\$ 1.55	0.02%
	DEPARTMENTAL TOTAL	\$ 61,043	\$ 75,846	\$ 77,409	\$ 77,409	2.06%	\$ 17.04	0.23%
	INFORMATION TECHNOLOGY							
1100	Salary	\$ 115,080	\$ 121,618	\$ 125,248	\$ 125,248	2.98%	\$ 27.58	0.37%
1101	Wages	\$ 33,224	\$ 44,538	\$ 46,158	\$ 46,158	3.64%	\$ 10.16	0.13%
1102	Expenses	\$ 23,621	\$ 24,800	\$ 24,800	\$ 24,800	0.00%	\$ 5.46	0.07%
	DEPARTMENTAL TOTAL	\$ 171,925	\$ 190,956	\$ 196,206	\$ 196,206	2.75%	\$ 43.20	0.57%
	GIS STEERING COMMITTEE							
1120	Expenses	\$ 13,040	\$ 15,100	\$ 15,100	\$ 15,100	0.00%	\$ 3.32	0.04%
	DEPARTMENTAL TOTAL	\$ 13,040	\$ 15,100	\$ 15,100	\$ 15,100	0.00%	\$ 3.32	0.04%
	TOWN CLERK							
1130	Salaries	\$ 68,867	\$ 71,649	\$ 74,544	\$ 74,544	4.04%	\$ 16.41	0.22%
1131	Wages	\$ 48,574	\$ 53,041	\$ 51,930	\$ 51,930	-2.09%	\$ 11.44	0.15%
1132	Expenses	\$ 5,903	\$ 9,520	\$ 11,870	\$ 11,870	24.68%	\$ 2.61	0.03%
1133	Minor Capital		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 123,344	\$ 134,210	\$ 138,344	\$ 138,344	3.08%	\$ 30.46	0.40%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
ELECTIONS & BOARD OF REGISTRARS								
1140	Stipend	\$ 3,768	\$ 10,050	\$ 7,880	\$ 7,880	-21.59%	\$ 1.74	0.02%
1141	Expenses	\$ 12,527	\$ 12,014	\$ 9,903	\$ 9,903	-17.57%	\$ 2.18	0.03%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 16,295	\$ 22,064	\$ 17,783	\$ 17,783	-19.40%	\$ 3.92	0.05%
STREET LISTINGS								
1150	Expenses	\$ 5,195	\$ 5,850	\$ 6,275	\$ 6,275	7.26%	\$ 1.38	0.02%
	DEPARTMENTAL TOTAL	\$ 5,195	\$ 5,850	\$ 6,275	\$ 6,275	7.26%	\$ 1.38	0.02%
INSURANCE & BONDING								
1160	Insurance & Bonding	\$ 132,863	\$ 143,000	\$ 181,000	\$ 181,000	26.57%	\$ 39.86	0.53%
1161	Insurance Deductible Reserve - Liability	\$ 4,429	\$ 12,000	\$ 12,000	\$ 12,000	0.00%	\$ 2.64	0.04%
1162	Insurance Deductible Reserve - 111F	\$ 21,060	\$ 25,000	\$ 25,000	\$ 25,000	0.00%	\$ 5.50	0.07%
	DEPARTMENTAL TOTAL	\$ 158,352	\$ 180,000	\$ 218,000	\$ 218,000	21.11%	\$ 48.00	0.64%
TOWN REPORT								
1170	Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.33	0.00%
	DEPARTMENTAL TOTAL	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.33	0.00%

		FY 2014	FY 2015	FY 2016	FY 2016		FY 2016	FY 2016
		ACTUAL	APPROPRIATED	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION			BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	POSTAGE/TOWN HALL EXPENSES							
1180	Expenses	\$ 46,903	\$ 53,000	\$ 55,000	\$ 55,000	3.77%	\$ 12.11	0.16%
1181	Telephone Expenses	\$ 40,872	\$ 50,000	\$ 50,000	\$ 50,000	0.00%	\$ 11.01	0.15%
1182	Office Supplies	\$ 16,870	\$ 17,000	\$ 17,000	\$ 17,000	0.00%	\$ 3.75	0.06%
	DEPARTMENTAL TOTAL	\$ 104,645	\$ 120,000	\$ 122,000	\$ 122,000	1.67%	\$ 26.87	0.37%
	TOTAL GENERAL GOVERNMENT	\$ 1,539,430	\$ 1,791,130	\$ 1,926,434	\$ 1,926,434	7.55%	\$ 424.13	5.63%
	LAND USE DEPARTMENTS							
	CONSERVATION COMMISSION							
1200	Salary	\$ 62,044	\$ 61,384	\$ 63,551	\$ 63,551	3.53%	\$ 13.99	0.19%
1201	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1202	Expenses	\$ 3,126	\$ 7,950	\$ 7,950	\$ 7,950	0.00%	\$ 1.75	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 65,170	\$ 69,334	\$ 71,501	\$ 71,501	3.13%	\$ 15.74	0.21%
	PLANNING BOARD							
1210	Salaries	\$ 76,215	\$ 80,788	\$ 82,358	\$ 82,358	1.94%	\$ 18.14	0.24%
1211	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1212	Expenses	\$ 7,531	\$ 8,100	\$ 8,100	\$ 8,100	0.00%	\$ 1.78	0.02%
1213	M.R.P.C. Assessment	\$ 3,159	\$ 3,160	\$ 3,320	\$ 3,320	5.06%	\$ 0.73	0.01%
1214	Legal Budget	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 86,905	\$ 92,048	\$ 93,778	\$ 93,778	1.88%	\$ 20.65	0.27%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
ZONING BOARD OF APPEALS								
1220	Wages	\$ 20,034	\$ 18,267	\$ 18,467	\$ 18,467	1.09%	\$ 4.07	0.05%
1221	Expenses	\$ 1,070	\$ 1,400	\$ 1,400	\$ 1,400	0.00%	\$ 0.31	0.00%
	DEPARTMENTAL TOTAL	\$ 21,104	\$ 19,667	\$ 19,867	\$ 19,867	1.02%	\$ 4.38	0.05%
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	\$ 76,195	\$ 79,273	\$ 80,858	\$ 80,858	2.00%	\$ 17.80	0.24%
1241	Wages	\$ 59,818	\$ 62,578	\$ 65,486	\$ 65,486	4.65%	\$ 14.42	0.19%
1242	Expenses	\$ 4,648	\$ 7,900	\$ 6,500	\$ 6,500	-17.72%	\$ 1.43	0.02%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 140,661	\$ 149,751	\$ 152,844	\$ 152,844	2.07%	\$ 33.65	0.45%
MECHANICAL INSPECTOR								
1250	Fee Salaries	\$ 21,480	\$ 20,000	\$ 25,000	\$ 25,000	25.00%	\$ 5.50	0.07%
1251	Expenses	\$ 4,445	\$ 3,500	\$ 5,000	\$ 5,000	42.86%	\$ 1.10	0.01%
	DEPARTMENTAL TOTAL	\$ 25,925	\$ 23,500	\$ 30,000	\$ 30,000	27.66%	\$ 6.60	0.08%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
EARTH REMOVAL INSPECTOR								
1260	Stipend	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ -	0.00%
1261	Expenses	\$ 100	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 100	\$ 101	\$ 101	\$ 101	0.00%	\$ 0.02	0.00%
BOARD OF HEALTH								
1270	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1271	Expenses	\$ 847	\$ 1,150	\$ 1,000	\$ 1,000	-13.04%	\$ 0.22	0.00%
1272	Nursing Services	\$ -	\$ 10,021	\$ 10,273	\$ 10,273	2.51%	\$ 2.26	0.04%
1273	Nashoba Health District	\$ 31,943	\$ 22,366	\$ 22,948	\$ 22,948	2.60%	\$ 5.05	0.08%
1274	Mental Health	\$ -	\$ 6,500	\$ 8,000	\$ 8,000	23.08%	\$ 1.76	0.02%
1275	Eng/Consult/Landfill Monitoring	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.20	0.03%
	DEPARTMENTAL TOTAL	\$ 42,790	\$ 50,037	\$ 52,221	\$ 52,221	4.36%	\$ 11.49	0.17%
SEALER OF WEIGHTS & MEASURES								
1280	Fee Salaries	\$ 1,460	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.56	0.01%
1281	Expenses	\$ 66	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
	DEPARTMENTAL TOTAL	\$ 1,526	\$ 2,600	\$ 2,600	\$ 2,600	0.00%	\$ 0.58	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 384,181	\$ 407,038	\$ 422,912	\$ 422,912	3.90%	\$ 93.11	1.24%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>PROTECTION OF PERSONS AND PROPERTY</u>							
	POLICE DEPARTMENT							
1300	Salaries	\$ 275,298	\$ 284,676	\$ 296,814	\$ 296,814	4.26%	\$ 65.35	0.87%
1301	Wages	\$ 1,465,476	\$ 1,492,580	\$ 1,613,910	\$ 1,613,910	8.13%	\$ 355.32	4.72%
1302	Expenses	\$ 184,601	\$ 176,171	\$ 190,600	\$ 190,600	8.19%	\$ 41.96	0.56%
1303	Lease or Purchase of Cruisers	\$ 3,900	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.88	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1305	Minor Capital	\$ 14,378	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.20	0.03%
	DEPARTMENTAL TOTAL	\$ 1,943,653	\$ 1,967,427	\$ 2,115,324	\$ 2,115,324	7.52%	\$ 465.71	6.19%
	FIRE DEPARTMENT							
1310	Salaries	\$ 123,171	\$ 108,912	\$ 98,880	\$ 98,880	-9.21%	\$ 21.77	0.29%
1311	Wages	\$ 675,249	\$ 651,016	\$ 685,676	\$ 685,676	5.32%	\$ 150.96	2.00%
1312	Expenses	\$ 133,066	\$ 128,059	\$ 148,000	\$ 148,000	15.57%	\$ 32.58	0.43%
	DEPARTMENTAL TOTAL	\$ 931,486	\$ 887,987	\$ 932,556	\$ 932,556	5.02%	\$ 205.31	2.72%
	GROTON WATER FIRE PROTECTION							
1320	West Groton Water District	\$ 750	\$ 1	\$ 1	\$ 1	0.00%	\$ -	0.00%
1321	Groton Water Department	\$ 2,500	\$ 1	\$ 1	\$ 1	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 3,250	\$ 2	\$ 2	\$ 2	0.00%	\$ -	0.00%
	ANIMAL INSPECTOR							
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.46	0.01%
1331	Expenses	\$ 186	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
							.	
	DEPARTMENTAL TOTAL	\$ 2,268	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.55	0.01%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	ANIMAL CONTROL OFFICER							
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.46	0.01%
1341	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
	DEPARTMENTAL TOTAL	\$ 2,082	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.55	0.01%
	EMERGENCY MANAGEMENT AGENCY							
1350	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1351	Expenses	\$ 13,000	\$ 13,000	\$ 14,650	\$ 14,650	12.69%	\$ 3.23	0.04%
1352	Minor Capital	\$ -	\$ -	\$ -	\$ -		\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 13,000	\$ 13,000	\$ 14,650	\$ 14,650	12.69%	\$ 3.23	0.04%
	DOG OFFICER							
1360	Salary	\$ 10,400	\$ 13,973	\$ 13,973	\$ 13,973	0.00%	\$ 3.07	0.04%
1361	Expenses	\$ 3,655	\$ 4,250	\$ 4,250	\$ 4,250	0.00%	\$ 0.94	0.01%
	DEPARTMENTAL TOTAL	\$ 14,055	\$ 18,223	\$ 18,223	\$ 18,223	0.00%	\$ 4.01	0.05%
	POLICE & FIRE COMMUNICATIONS							
1370	Wages	\$ 223,185	\$ 436,182	\$ 462,014	\$ 462,014	5.92%	\$ 101.71	1.35%
1371	Expenses	\$ 12,637	\$ 13,225	\$ 14,250	\$ 14,250	7.75%	\$ 3.14	0.04%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 235,822	\$ 449,407	\$ 476,264	\$ 476,264	5.98%	\$ 104.85	1.39%
	TOTAL PROTECTION OF PERSONS AND PROPERTY	\$ 3,145,616	\$ 3,341,010	\$ 3,561,983	\$ 3,561,983	6.61%	\$ 784.21	10.41%

		FY 2014	FY 2015	FY 2016	FY 2016		FY 2016	FY 2016
		ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
LINE	DEPARTMENT/DESCRIPTION							
	<u>REGIONAL SCHOOL DISTRICT BUDGETS</u>							
	NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL							
1400	Operating Expenses	\$ 468,592	\$ 572,775	\$ 596,609	\$ 596,609	4.16%	\$ 131.35	1.74%
	DEPARTMENTAL TOTAL	\$ 468,592	\$ 572,775	\$ 596,609	\$ 596,609	4.16%	\$ 131.35	1.74%
	GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT							
1410	Operating Expenses	\$ 15,118,999	\$ 16,521,807	\$ 17,097,405	\$ 17,097,405	3.48%	\$ 3,764.20	49.98%
1411	Debt Service, Excluded	\$ 1,237,704	\$ 1,211,301	\$ 1,118,387	\$ 1,118,387	-7.67%	\$ 246.23	3.27%
1412	Debt Service, Unexcluded	\$ -	\$ 22,915	\$ 50,404	\$ 50,404	0.00%	\$ 11.09	0.15%
1413	Out of District Placement	\$ 1	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 16,356,704	\$ 17,756,023	\$ 18,266,196	\$ 18,266,196	2.87%	\$ 4,021.52	53.40%
	TOTAL SCHOOLS	\$ 16,825,296	\$ 18,328,798	\$ 18,862,805	\$ 18,862,805	2.91%	\$ 4,152.87	55.14%
	<u>DEPARTMENT OF PUBLIC WORKS</u>							
	HIGHWAY DEPARTMENT							
1500	Salaries	\$ 88,394	\$ 92,809	\$ 96,498	\$ 96,498	3.97%	\$ 21.25	0.28%
1501	Wages	\$ 603,918	\$ 605,341	\$ 620,989	\$ 620,989	2.58%	\$ 136.71	1.82%
1502	Expenses	\$ 167,927	\$ 127,300	\$ 134,300	\$ 134,300	5.50%	\$ 29.57	0.39%
1503	Highway Maintenance	\$ 85,640	\$ 89,000	\$ 95,000	\$ 95,000	6.74%	\$ 20.92	0.28%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 945,879	\$ 914,450	\$ 946,787	\$ 946,787	3.54%	\$ 208.45	2.77%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
STREET LIGHTS								
1510	Expenses	\$ 17,800	\$ 24,000	\$ 24,000	\$ 24,000	0.00%	\$ 5.28	0.07%
	DEPARTMENTAL TOTAL	\$ 17,800	\$ 24,000	\$ 24,000	\$ 24,000	0.00%	\$ 5.28	0.07%
SNOW AND ICE								
1520	Expenses	\$ 174,503	\$ 165,000	\$ 165,000	\$ 165,000	0.00%	\$ 36.33	0.48%
1521	Overtime	\$ 314,315	\$ 140,000	\$ 140,000	\$ 140,000	0.00%	\$ 30.82	0.41%
1522	Hired Equipment	\$ 72,910	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.71	0.10%
	DEPARTMENTAL TOTAL	\$ 561,728	\$ 340,000	\$ 340,000	\$ 340,000	0.00%	\$ 74.86	0.99%
TREE WARDEN BUDGET								
1530	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1531	Expenses	\$ 316	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.66	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.33	0.00%
1533	Tree Work	\$ 9,729	\$ 15,000	\$ 10,000	\$ 10,000	-33.33%	\$ 2.20	0.03%
	DEPARTMENTAL TOTAL	\$ 10,045	\$ 19,500	\$ 14,500	\$ 14,500	-25.64%	\$ 3.19	0.04%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE								
1540	Wages	\$ 75,099	\$ 81,180	\$ 84,728	\$ 84,728	4.37%	\$ 18.65	0.25%
1541	Expenses	\$ 235,649	\$ 272,350	\$ 272,350	\$ 272,350	0.00%	\$ 59.96	0.80%
1542	Minor Capital	\$ 40,000	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.40	0.06%
	DEPARTMENTAL TOTAL	\$ 350,748	\$ 373,530	\$ 377,078	\$ 377,078	0.95%	\$ 83.01	1.11%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
SOLID WASTE DISPOSAL								
1550	Wages	\$ 87,454	\$ 119,820	\$ 124,305	\$ 124,305	3.74%	\$ 27.37	0.36%
1551	Expenses	\$ 54,105	\$ 54,486	\$ 54,486	\$ 54,486	0.00%	\$ 12.00	0.16%
1552	Tipping Fees	\$ 134,458	\$ 135,000	\$ 135,000	\$ 135,000	0.00%	\$ 29.71	0.39%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.29	0.02%
1554	Minor Capital	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.10	0.01%
	DEPARTMENTAL TOTAL	\$ 291,867	\$ 320,156	\$ 324,641	\$ 324,641	1.40%	\$ 71.47	0.94%
PARKS DEPARTMENT								
1560	Wages	\$ 1,957	\$ 2,540	\$ 2,659	\$ 2,659	4.69%	\$ 0.59	0.01%
1561	Expenses	\$ 39,106	\$ 48,608	\$ 64,342	\$ 64,342	32.37%	\$ 14.17	0.19%
	DEPARTMENTAL TOTAL	\$ 41,063	\$ 51,148	\$ 67,001	\$ 67,001	30.99%	\$ 14.76	0.20%
	TOTAL DEPARTMENT OF PUBLIC WORKS	\$ 2,219,130	\$ 2,042,784	\$ 2,094,007	\$ 2,094,007	2.51%	\$ 461.02	6.12%
	<u>LIBRARY AND CITIZEN'S SERVICES</u>							
COUNCIL ON AGING								
1600	Salaries	\$ 59,800	\$ 66,586	\$ 68,597	\$ 68,597	0.00%	\$ 15.10	0.20%
1601	Wages	\$ 47,365	\$ 50,122	\$ 65,208	\$ 65,208	30.10%	\$ 14.36	0.19%
1602	Expenses	\$ 6,038	\$ 8,454	\$ 8,454	\$ 8,454	0.00%	\$ 1.86	0.02%
1603	Minor Capital	\$ -	\$ 4,000	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 113,203	\$ 129,162	\$ 142,259	\$ 142,259	10.14%	\$ 31.32	0.41%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
SENIOR CENTER VAN								
1610	Wages	\$ 34,387	\$ 56,806	\$ 58,104	\$ 58,104	2.28%	\$ 12.79	0.17%
1611	Expenses	\$ 10,749	\$ 17,913	\$ 17,673	\$ 17,673	-1.34%	\$ 3.89	0.05%
	DEPARTMENTAL TOTAL	\$ 45,136	\$ 74,719	\$ 75,777	\$ 75,777	1.42%	\$ 16.68	0.22%
VETERAN'S SERVICE OFFICER								
1620	Salary	\$ 3,484	\$ 3,485	\$ 3,485	\$ 3,485	0.00%	\$ 0.77	0.01%
1621	Expenses	\$ 237	\$ 900	\$ 900	\$ 900	0.00%	\$ 0.20	0.00%
1622	Veterans' Benefits	\$ 38,866	\$ 50,000	\$ 50,000	\$ 50,000	0.00%	\$ 11.01	0.15%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENT TOTAL	\$ 42,587	\$ 54,385	\$ 54,385	\$ 54,385	0.00%	\$ 11.98	0.16%
GRAVES REGISTRATION								
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.00%	\$ 0.06	0.00%
1631	Expenses	\$ 660	\$ 660	\$ 660	\$ 660	0.00%	\$ 0.15	0.00%
	DEPARTMENTAL TOTAL	\$ 910	\$ 910	\$ 910	\$ 910	0.00%	\$ 0.21	0.00%
CARE OF VETERAN GRAVES								
1640	Contract Expenses	\$ 1,625	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.34	0.00%
	DEPARTMENTAL TOTAL	\$ 1,625	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.34	0.00%
OLD BURYING GROUND COMMITTEE								
1650	Expenses	\$ 692	\$ 700	\$ 700	\$ 700	0.00%	\$ 0.15	0.00%
	DEPARTMENTAL TOTAL	\$ 692	\$ 700	\$ 700	\$ 700	0.00%	\$ 0.15	0.00%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	LIBRARY							
1660	Salary	\$ 280,796	\$ 333,198	\$ 346,861	\$ 346,861	4.10%	\$ 76.37	1.01%
1661	Wages	\$ 324,309	\$ 279,707	\$ 289,138	\$ 289,138	3.37%	\$ 63.66	0.85%
1662	Expenses	\$ 189,225	\$ 198,335	\$ 202,532	\$ 202,532	2.12%	\$ 44.59	0.59%
1663	Minor Capital	\$ 2,350	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 796,680	\$ 811,240	\$ 838,531	\$ 838,531	3.36%	\$ 184.62	2.45%
	COMMEMORATIONS & CELEBRATIONS							
1670	Expenses	\$ 448	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 448	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
	WATER SAFETY							
1680	Wages	\$ 1,576	\$ 2,640	\$ 2,640	\$ 2,640	0.00%	\$ 0.58	0.01%
1681	Expenses and Minor Capital	\$ 10,663	\$ 950	\$ 26,570	\$ 26,570	2696.84%	\$ 5.85	0.09%
1682	Property Maint. & Improvements	\$ -	\$ -	\$ 9,000	\$ 9,000	0.00%	\$ 1.98	0.03%
	DEPARTMENTAL TOTAL	\$ 12,239	\$ 3,590	\$ 38,210	\$ 38,210	964.35%	\$ 8.41	0.13%
	WEED MANAGEMENT							
1690	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 3,748	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.88	0.01%
1692	Expenses: Great Lakes	\$ 417	\$ 2,385	\$ 2,385	\$ 2,385	0.00%	\$ 0.53	0.01%
	DEPARTMENTAL TOTAL	\$ 4,165	\$ 6,385	\$ 6,385	\$ 6,385	0.00%	\$ 1.41	0.02%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
GROTON COUNTRY CLUB								
1700	Salary	\$ 131,026	\$ 133,150	\$ 129,781	\$ 129,781	-2.53%	\$ 28.57	0.38%
1701	Wages	\$ 130,022	\$ 154,200	\$ 123,483	\$ 123,483	-19.92%	\$ 27.19	0.36%
1702	Expenses	\$ 331,031	\$ 257,650	\$ 127,239	\$ 127,239	-50.62%	\$ 28.00	0.37%
1703	Minor Capital	\$ 4,000	\$ 5,000	\$ -	\$ -	-100.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 596,079	\$ 550,000	\$ 380,503	\$ 380,503	-30.82%	\$ 83.76	1.11%
	TOTAL LIBRARY AND CITIZEN SERVICES	\$ 1,613,764	\$ 1,633,141	\$ 1,539,710	\$ 1,539,710	-5.72%	\$ 338.99	4.50%
	DEBT SERVICE							
DEBT SERVICE								
2000	Long Term Debt - Principal Excluded	\$ 959,368	\$ 910,640	\$ 915,640	\$ 915,640	0.55%	\$ 201.59	2.67%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 72,030	\$ 77,030	\$ 77,030	0.00%	\$ 16.96	0.23%
2002	Long Term Debt - Interest - Excluded	\$ 373,881	\$ 311,450	\$ 256,905	\$ 256,905	-17.51%	\$ 56.56	0.74%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 12,601	\$ 9,015	\$ 9,015	0.00%	\$ 1.98	0.03%
2006	Short Term Debt - Principal - Town	\$ -	\$ 112,000	\$ -	\$ -	0.00%	\$ -	0.00%
2007	Short Term Debt - Interest - Town	\$ -	\$ -	\$ 125,000	\$ 125,000	0.00%	\$ 27.52	0.37%
	DEPARTMENTAL TOTAL	\$ 1,333,249	\$ 1,418,721	\$ 1,383,590	\$ 1,383,590	-2.48%	\$ 304.61	4.04%
	TOTAL DEBT SERVICE	\$ 1,333,249	\$ 1,418,721	\$ 1,383,590	\$ 1,383,590	-2.48%	\$ 304.61	4.04%

				FY 2016	FY 2016		FY 2016	FY 2016
		FY 2014	FY 2015	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	EMPLOYEE BENEFITS							
	EMPLOYEE BENEFITS							
	GENERAL BENEFITS							
3000	County Retirement	\$ 1,481,574	\$ 1,591,023	\$ 1,771,089	\$ 1,771,089	11.32%	\$ 389.93	5.18%
3001	State Retirement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
3002	Unemployment Compensation	\$ 43,488	\$ 40,000	\$ 41,800	\$ 41,800	4.50%	\$ 9.20	0.12%
	INSURANCE							
3010	Health Insurance/Employee Expenses	\$ 1,383,565	\$ 1,431,201	\$ 1,574,000	\$ 1,574,000	9.98%	\$ 346.53	4.60%
3011	Life Insurance	\$ 1,753	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	\$ 0.55	0.01%
3012	Medicare/Social Security	\$ 109,304	\$ 107,000	\$ 118,000	\$ 118,000	10.28%	\$ 25.98	0.34%
	DEPARTMENTAL TOTAL	\$ 3,019,684	\$ 3,171,724	\$ 3,507,389	\$ 3,507,389	10.58%	\$ 772.19	10.25%
	TOTAL EMPLOYEE BENEFITS	\$ 3,019,684	\$ 3,171,724	\$ 3,507,389	\$ 3,507,389	10.58%	\$ 772.19	10.25%
	GRAND TOTAL - TOWN BUDGET	\$ 30,080,350	\$ 32,134,346	\$ 33,298,830	\$ 33,298,830	3.62%	\$ 7,331.13	97.33%
	ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 409,500	\$ 635,190	\$ 404,145	\$ 404,145	-36.37%	\$ 88.98	1.18%
	Overlay Deficit From Prior Years	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.22	0.00%
	Cherry Sheet Offsets	\$ 13,555	\$ 17,617	\$ 20,000	\$ 20,000	13.53%	\$ 4.40	0.06%
	Snow and Ice Deficit	\$ 98,516	\$ 221,729	\$ 155,224	\$ 155,224	-29.99%	\$ 34.17	0.46%
	State and County Charges	\$ 104,471	\$ 106,992	\$ 106,992	\$ 106,992	0.00%	\$ 23.56	0.31%
	Allowance for Abatements/Exemptions	\$ 228,492	\$ 225,000	\$ 225,000	\$ 225,000	0.00%	\$ 49.54	0.66%
	DEPARTMENTAL TOTAL	\$ 854,534	\$ 1,207,528	\$ 912,361	\$ 912,361	-24.44%	\$ 200.87	2.67%
	GRAND TOTAL - TOWN BUDGET	\$ 30,934,884	\$ 33,341,874	\$ 34,211,191	\$ 34,211,191	2.61%	\$ 7,532	100.00%

FY 2016 ENTERPRISE FUND BUDGETS							
		FY 2013	FY 2014	FY 2015	FY 2016	FY 2016	
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	ACTUAL	APPROPRIATED	DEPARTMENT REQUEST	TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT							
	WD Salaries	\$ 131,728	\$ 128,932	\$ 116,487	\$ 118,265	\$ 118,265	1.53%
	WD Wages	\$ 128,380	\$ 141,139	\$ 146,484	\$ 151,875	\$ 151,875	3.68%
	WD Expenses	\$ 420,926	\$ 472,978	\$ 354,489	\$ 368,554	\$ 368,554	3.97%
	WD Debt Service	\$ 361,980	\$ 361,606	\$ 361,217	\$ 358,851	\$ 358,851	-0.66%
100	DEPARTMENTAL TOTAL	\$ 1,043,014	\$ 1,104,655	\$ 978,677	\$ 997,545	\$ 997,545	1.93%
SEWER DEPARTMENT							
	Sewer Salaries	\$ -	\$ -	\$ 17,585	\$ 18,026	\$ 18,026	2.51%
	Sewer Wages	\$ 19,126	\$ 21,290	\$ 30,111	\$ 30,865	\$ 30,865	2.50%
	Sewer Expense	\$ 559,158	\$ 664,942	\$ 582,615	\$ 571,843	\$ 571,843	-1.85%
	Sewer Debt Service	\$ 5,439	\$ 5,435	\$ 42,851	\$ 41,420	\$ 41,420	-3.34%
200	DEPARTMENTAL TOTAL	\$ 583,723	\$ 691,667	\$ 673,162	\$ 662,154	\$ 662,154	-1.64%
LOCAL ACCESS CABLE DEPARTMENT							
	Cable Salaries	\$ 55,312	\$ 58,297	\$ 60,521	\$ 62,657	\$ 62,657	3.53%
	Cable Wages	\$ 41,974	\$ 49,589	\$ 54,293	\$ 56,533	\$ 56,533	4.12%
	Cable Expenses	\$ 40,263	\$ 48,143	\$ 69,160	\$ 81,268	\$ 81,268	17.51%
	Cable Minor Capital	\$ 15,675	\$ 16,540	\$ 88,000	\$ 65,000	\$ 65,000	-26.14%
300	DEPARTMENTAL TOTAL	\$ 153,224	\$ 172,569	\$ 271,974	\$ 265,458	\$ 265,458	-2.40%
TOTAL ENTERPRISE FUNDS		\$ 1,779,961	\$ 1,968,891	\$ 1,923,813	\$ 1,925,157	\$ 1,925,157	0.07%

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2016 (Effective July 1, 2015)				
Grade	Position Title	Low				High
4	Salary					
		35,225				43,594
	Wages					
		16.95				20.95
5	Salary					
		37,236				46,089
	Wages					
		17.91				22.17
7	Salary					
		43,057				54,538
	Wages					
		21.20				26.22
8	Salary					
		48,879				60,521
	Wages					
		23.50				29.10
9	Salary					
	Executive Assistant to Town Manager	50,058				61,943
	Wages					
		24.07				29.78
10	Salary					
		57,410				71,038
	Wages					
		27.61				34.16
11	Salary					
	Human Resources Director	61,675				76,323
	Wages					
		29.66				36.70
12	Salary					
		61,862				76,590
	Wages					
		29.75				36.83

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2016 (Effective July 1, 2015)				
Grade	Position Title	Low				High
13	Salary					
	Library Director	63,526				78,602
	Town Accountant					
	Wages					
		30.55				37.80
14	Salary					
		64,061				79,273
	Wages					
		30.80				38.11
15	Salary					
	Police Lieutenant	67,551				83,591
	Wages					
		32.47				40.19
16	Salary					
	Police Captain	69,991				86,662
	Wages					
		33.65				41.65
17	Salary					
	IT Manager	78,413				97,005
	Wages					
		37.70				46.65
18	Salary					
	Fire Chief	84,799				104,946
	Police Chief					
	Wages					
		40.77				50.46
19	Salary					
		87,026				107,681
	Wages					
		41.83				51.78
20	Salary					
		93,314				114,763
	Wages					
		44.86				55.18

APPENDIX B			
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS			
NON-STEP AND STIPEND POSITIONS			
FIRE/EMS DEPARTMENT		Pool and Golf Center Seasonal Employees	
Deputy Chief: Fire	23.87	Pro Shop Staff	10.00 - 12.50
Deputy Chief: EMS	23.46	Snack Bar/Lounge Staff	10.00 - 12.50
Rescue Advisory	1.00		
Call Captain: Fire	23.10	Pool Staff	10.00 - 11.75
Call Captain: EMS	23.10	Lifeguards	
Call Lieutenant: Fire	22.64		
Call Lieutenant: EMS	22.64	Camp Staff	10.00 - 12.25
Call Lieutenant: Rescue	22.64	Counselors	15.00
Call Firefighter	19.80	Assistant Director	
Call Emergency Medical Technician	19.80		
Call Rescue Personnel	19.80	Buildings & Grounds	10.00 - 25.00
Probationary Firefighter	16.49	Grounds Crew Staff	
Probationary Emergency Medical Technician	16.49		
Probationary Rescue Personnel	16.49		
MISCELLANEOUS			
Veteran's Agent	1,742		
Director of Veteran's Services	1,742		
Earth Removal Inspector	1.00		
Dog Officer	13,973		
Animal Inspector	2,082		
Animal Control Officer	2,082		
Town Diarist	1.00		
Keeper of the Town Clock	1.00		
Conservation Land Manager	14.07		
Parking Attendant	10.20		
Graves Registration Officer	250		
Emergency Management Director	1,270		
Election Worker: Warden	Minimum Wage		
Election Worker: Precinct Clerk	Minimum Wage		
Election Worker: Inspectors (Checker)	Minimum Wage		

**TOWN OF GROTON
COMMITTEE INTEREST FORM**

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

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

Date: _____

Name _____
First M.I. Last

Address _____

Mailing Address (if different) _____

Circle One GROTON, 01450 WEST GROTON, 01472

Telephone No. (home) _____ (cell) _____

Preferred e-mail Address _____

Occupation _____

Background _____

Town activities/issues, which interest you:

Specific committees or positions in which you are interested:

Department Name	Vacancies
Archives Committee	5
Bylaw Review Committee	1
Conductorlab Oversight Committee	1
Economic Development Committee	1
Great Pond Advisory Committee	1
Lost Lake Watershed Advisory Committee	1
Lowell Regional Transit Authority	1
Military Community Covenant	6
Sustainability Commission	2
Zoning Board of Appeals – Alternate	1
Weed Harvester	1
Other:	

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Town of Groton
Board of Selectmen
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Groton, MA 01450

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