

# **Warrant, Summary, and Recommendations**

## **TOWN OF GROTON**



## **2018 SPRING TOWN MEETING**

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

**Beginning Monday, April 30, 2018 @ 7:00 PM**

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**

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



## **Town Meeting Access for Voters with Disabilities**

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

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

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

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

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

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

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

**SPRING TOWN MEETING WARRANT  
APRIL 30, 2018**

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 thirtieth day of April, 2018 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the twenty-second day of May, 2018 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 One	Commissioner of Trust Funds	2 Years
Vote for Two	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for One	Park Commission	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
Vote for One	Moderator	3 Years

**QUESTION 1:**

Shall the Town of Groton be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to construct a new Senior Center on the site of the existing Senior Center located at 163 West Main Street, West Groton, MA?

Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 2:**

**NON-BINDING REFERENDUM** – Should marijuana cultivation be allowed in the Town of Groton?  
Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 3:**

**NON-BINDING REFERENDUM** – Should craft marijuana cooperatives be allowed to operate in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 4:**

**NON-BINDING REFERENDUM** – Should the manufacture of marijuana products be allowed in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 5:**

**NON-BINDING REFERENDUM** – Should the retail sale of recreational marijuana be allowed in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 6:**

**NON-BINDING REFERENDUM** – Should marijuana research facilities be allowed in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 7:**

**NON-BINDING REFERENDUM** – Should independent testing laboratories for marijuana be allowed in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 8:**

**NON-BINDING REFERENDUM** – Should marijuana transporters be allowed to store or warehouse marijuana products in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

**QUESTION 9:**

**NON-BINDING REFERENDUM** – Should marijuana microbusinesses be allowed in the Town of Groton? Yes \_\_\_\_\_ No \_\_\_\_\_

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**ARTICLE 1: HEAR REPORTS**

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

**BOARD OF SELECTMEN**

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

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

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**ARTICLE 2: ELECTED OFFICIALS' COMPENSATION**

To see if the Town will vote to allow the following compensation for the following elected officials: Town Clerk - \$ 83,936; Town Moderator - \$65; for the ensuing year, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

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

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

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**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2019 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:** *Recommendation Deferred Until Town Meeting*  
**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Summary:** *The purpose of this Article is to set the wage and classification schedule for the three (3) employees covered by the Personnel Bylaw. Under the policy of the Board of Selectmen, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. Since that Contract has yet to be settled, this Article will most likely be deferred until such time as a new Agreement is finalized with the Supervisors' Union.*

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**ARTICLE 4: FISCAL YEAR 2019 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 (2019), 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:** *Municipal Budget Recommended Unanimously  
Regional District Budget Recommended (4 In Favor, 1 Against – Petropoulos)*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *Budget – In accordance with Section 6 of the Town Charter, the Finance Committee conducts its annual budget process by receiving the Town Manager's proposed balanced budget on or before December 31<sup>st</sup>; 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.*

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**ARTICLE 5: CONSTRUCTION FUNDING FOR NEW SENIOR CENTER**

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 2018, for the purpose of constructing, equipping and furnishing a new Senior Center and all other costs associated and related thereto, including construction administration, on the site of the existing Senior Center located at 163 West Main Street, West Groton, MA; and to authorize the Town Manager to contract for and in the name of the Town for such purpose and to do all things necessary for the accomplishment of the foregoing purpose, including the expenditure of all appropriated funds and any funds received from the Commonwealth of Massachusetts or other sources for such construction, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k), or to take any other action relative thereto.

**BOARD OF SELECTMEN  
SENIOR CENTER BUILDING COMMITTEE**

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

**Summary:** Since the approval of the Senior Center Design article at last Fall's Town Meeting, the Senior Center Building Committee has been meeting with Architect and Owner Project Manager to bring forward a project that will meet the identified programming needs of Groton's growing senior population as well as respect the financial challenges that confront all townspeople. The Committee's first task was selecting an architect to design a facility that met both of these underlying objectives. A local firm HKA Architect was selected and they have brought forward a design that is both innovative in how it addresses the programming needs of Groton's seniors and the larger community as well as being cost effective. It was further determined that planning should adopt a forward-thinking approach that encompasses a 'community center' vision to facility design. The Committee believes these goals have been met as well as the objectives that were identified when the design funds were approved at last Fall's Town Meeting. Additionally, outreach has been underway on identifying sources of private funding that will help offset the cost of outfitting the facility as well as provide sponsorship opportunities for organizations and individuals who appreciate the importance of healthy aging to the greater community. If approved, this article would be contingent on a debt exclusion vote at the Annual Town Election on May 22, 2018.

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**ARTICLE 6: ACQUIRE LAND LOCATED AT 159 WEST MAIN STREET**

To see if the Town will vote to authorize the Board of Selectmen to acquire from Groton Emergency Medical Services, Inc. by gift, purchase, or eminent domain, for general municipal purposes, without limitation, all or a portion of the parcel of land located at 159 West Main Street and shown on Assessors' Map 106 as Parcel 33, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 56440, Page 512, said parcel containing 7.09 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 2018, for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article, or to take any other action relative thereto.

**SENIOR CENTER BUILDING COMMITTEE**

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

**Summary:** This article seeks the acceptance by the Town of the property at 159 West Main Street, parcel 106-33, currently owned by the Groton Emergency Management Association, GEMS, Inc. This land is the site of the former Squannacook Sportsman's Club and is used from time to time by our first responders for emergency ice rescue training, a use which would continue. However, management of the site has proven to be a burden to the association and they desire to gift it to the town. Due to its direct proximity to the Senior Center, the parcel offers recreational opportunities which would further enhance the Center's program offerings.

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## **ARTICLE 7: APPROPRIATE FUNDING FOR A SCHOOL RESOURCE OFFICER**

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 Line Item 1301 "Police Department Wages" of the Fiscal Year 2019 Operating Budget for the purpose of creating an additional School Resource Officer position in the Police Department, and all costs associated and related thereto, provided, however, that no funds may be expended for this purpose unless an appropriate reimbursement for the cost of this position is received from the Town of Dunstable, or to take any other action relative thereto.

### **BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommendation Deferred Until Town Meeting**

**Summary:** *If approved, this article would authorize the Town Manager, with the approval of the Board of Selectmen, to hire an additional School Resource Officer for the Police Department. Since this position would provide services to the Groton Dunstable Regional School District, the Board of Selectmen believes that the Town of Dunstable should contribute to the expense of this position in some manner. Therefore, unless the Town of Dunstable provides some reimbursement for the cost of this position, the Town will not be able to fill this position under this proposal. The anticipated cost of this position, with benefits, is approximately \$92,000.*

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## **ARTICLE 8: CITIZENS' PETITION – SCHOOL RESOURCE OFFICER**

To see if the Town will vote to require the Board of Selectmen to include an additional safety personnel position in the FY 19 municipal budget to be assigned as a School Resource Officer, whereas increasing the total of School Resource Officers in the FY19 budget from one (1) full time School Resource Officer to two (2) full time School Resource Officers without decreasing the FY19 proposed school budget, or to take any other action relative thereto.

### **CITIZENS' PETITION**

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Kaere H. Schmidt	625 Old Dunstable Road	Nicole Pelletier	486 Old Dunstable Road
Joseph G. Matlock	625 Old Dunstable Road	Kristina Gannon	29 Reedy Meadow Road
Deborah Mendel	57 Pine Trail	Melissa J. Dawes	116 School House Road
Irene Pak	655 Longley Road	Billy Dawes	116 School House Road
Erica Monat	120 Lost Lake Drive	Kathleen Leonard	241 Lost Lake Drive

**Board of Selectmen: (2 Against – Petropoulos, Manugian, 2 Deferred – Degen, Pine, In Favor – Pease)**

**Finance Committee: Recommendation Deferred Until Town Meeting**

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: *Currently the proposed Groton Town Budget only includes one (1) School Resource Office. This SRO currently services approximately 4000 students which include public and private school students which exceeds the recommended number of students per School Resource Officer. This was a recommendation made by Chief Palma, a recommendation that not put forth by the Board of Selectmen to the voters of Groton. As concerned citizens we believe that the taxpayers have*

*the right to vote to include another School Resource Officer. We believe with the increased threat of school shootings, bomb threats, drug and alcohol use in our schools, we are in need of an additional School Resource Officer to properly service all of these students.*

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**ARTICLE 9: APPROPRIATE FY 2019 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 Unanimously**  
**Finance Committee: Recommended (5 In Favor, 1 Against – Sjoberg)**

**Summary:** *The purpose of this article is to fund the Town's OPEB Liability. The Town will be appropriating the amount necessary to cover retirees' health insurance in Fiscal Year 2019. That expense will be paid directly out of the Trust. It is estimated that the FY 2019 cost is approximately \$200,000. This is money that would otherwise be funded in the Health Insurance Line Item of the FY 2019 Operating Budget. In addition, the Town Manager has recommended, and the Finance Committee and Board of Selectmen have agreed, to begin to pay down the OPEB liability by appropriating an additional \$100,000 from the Town's Excess and Deficiency Fund, bringing the total appropriation to \$300,000.*

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**ARTICLE 10: FISCAL YEAR 2019 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 2019 Capital Budget as follows:

<b>Item #1 – Pick-Up Truck</b>	<b>\$40,000</b>	<b>Highway</b>
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**Summary:** *This is a scheduled replacement. The average life of a pick-up truck is approximately 7 years. By replacing one vehicle every couple of years, this will allow the fleet to stay in good shape. They are front line pick-ups used for day to day operations as well as snow plowing.*

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

**Item #2 – Dump Truck****\$40,000****Highway**

**Summary:** *This is a scheduled replacement of a front line truck responsible for plowing and sanding as well as normal construction duties. The truck that will be replaced in FY 2019 will be determined at the time of replacement. The anticipated cost of replacement for this truck is \$185,000. It is proposed that the Town borrow the funds required for FY 2019 through the Commonwealth's State House notes method and pay off the debt over five years.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

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

**Summary:** *This item in the Capital Budget was established seven years ago and has been very successful. In Fiscal Year 2019, the following items will be purchased/upgraded with this allocation: Ten (10) new computers; replace aging servers and storage arrays with newer equipment; investment to expand the network and keep equipment and maintenance costs current; and network switch upgrades and increased wireless coverage.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #4 – Dispatch Center Upgrade****\$60,000****Town Facilities**

**Summary:** *The Public Safety Dispatch center was recently upgraded and remodeled in FY 2010 with Grant funds obtained by the Town. In order to keep the Public Safety Dispatch Center up to date and current, it was proposed that another update/remodel take place in 2018. Town Meeting appropriated \$60,000 last Fiscal Year for this purpose. In an effort to continue to update and improve the facility, the Chief of Police has requested two additional appropriations of \$60,000 in each of the next two fiscal years. It would be the Town's intention to apply for further Public Safety Grants to pay for this update, but it needs to be planned for in the Capital Improvement Plan.*

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

**Finance Committee:** *Recommended Unanimously*

**Item #5 – Enclosed 2nd Floor Meeting Room****\$50,000****Town Facilities**

**Summary:** *The second-floor meeting room was originally scheduled to be enclosed when the Town Hall was renovated in 1999. Due to budgetary and other reasons it was not and continues to be open to the rest of the second floor. This causes issues when meetings are going on during regular business hours. It is very loud on the second floor and very difficult to conduct meetings while regular business is taking place. This requested funding will be used to enclose the second floor meeting room, keeping with the architecture of the building, and provide new furnishings and equipment.*

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

**Finance Committee:** *Recommended (5 In Favor, 1 Against – Sjoberg)*

**Item #6 – Municipal Building Repairs****\$25,000****Town Facilities**

**Summary:** *This appropriation will be used to continue to maintain all municipal buildings by performing various maintenance activities to prevent major breakdowns in our municipal building infrastructure. Priorities continue to change when it comes to the minor repairs and upgrades in our municipal buildings. With a set line item which is separate from minor capital, the Town can be flexible and change priorities instead of just 'doing it because it is on a list.' Furnaces, a/c units, flooring and painting are some of the small items this capital program could support, with the flexibility the Town needs.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #7 – Tractor Trailer Unit****\$40,000****Transfer Station**

**Summary:** *This will be a scheduled replacement of the existing 2004 Mack Tractor. This is the primary unit that hauls the trash and recycled materials to market. The current tractor will go to the Highway Department and be converted to a large sand truck. It is anticipated that the current 10 wheel truck at Highway, will fund the conversion. The anticipated cost of replacement for this tractor is \$140,000. It is proposed that the Town borrow the funds required for FY 2019 through the Commonwealth's State House notes method and pay off the debt over four years.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #8 – Emergency Exit Walkway****\$40,000****Library**

**Summary:** *The south side exterior emergency exit stairs and walk need to be completely redone, as work was incorrectly done the first time - it was installed so the walkway and stairs are steeply pitched - they are not level. In winter, in icy conditions, this is a dangerous area and a major safety hazard - made even worse by the fact that there are only handrails for part of the stairs and walkway, when there should be handrails the entire length. The upper steps are crumbling and have already been patched and repaired, but are crumbling again. The north side also needs hand rails the entire length of its emergency exit path, to help guide people in the darkness at night across level ground and two flights of stairs to Main Street.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #9 – Police Cruisers****\$92,458****Police Department**

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

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #10 – Replace Irrigation Pump and Lines \$23,000****Country Club**

**Summary:** *The irrigation pump is 25 years old and needs replacing. The lines leading from the pump house to the Clubhouse are old and are mostly underwater, making repairs extremely difficult and costly.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #11 – Triplex – Greens Mower****\$5,100****Country Club**

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

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

or to take any other action relative thereto.

**TOWN MANAGER**

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**ARTICLE 11: INSTALL CROSSWALKS AND SIGNAGE ON MAIN STREET**

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 2018, for the engineering and installation of crosswalks and lighted crosswalk signage, and all costs related and associated thereto at two locations on Main Street (Route 119) as it intersects with Fairview Avenue and School Street, or to take any other action relative thereto.

**TOWN MANAGER  
PUBLIC WORKS DIRECTOR**

**Board of Selectmen:** *Recommended (4 In Favor, 1 Against – Pease)*

**Finance Committee:** *Recommended Unanimously*

**Summary:** *Residents of this section of Main Street have approached the Town Manager and Public Works Director with safety concerns for pedestrians in the area of Fairview Avenue and School Street as those streets intersect with Route 119. Last year, the Town received a Complete Streets Grant from the Commonwealth of Massachusetts to make various safety improvements on various roads in Groton. One of the approvals was to install crosswalks and crosswalk signage along Route 119 on the section of the Main Street owned and maintained by the Town. This article will request approximately \$55,000 to add two additional locations to make the busiest stretch of Main Street safer for both motorists and pedestrians.*

**ARTICLE 12: OPERATIONAL FUNDING FOR PRESCOTT SCHOOL**

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 providing funding to maintain and operate the Prescott School in Fiscal Year 2019, said funds to be used to supplement any rental income received from tenants of the building, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

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

**Summary:** *The Groton Dunstable Regional School Committee has decided to relocate its Administrative Offices from the Prescott School. For the last several years, the School District had covered all of the costs associated with maintaining and operating the Prescott School. In FY 2017, the School District spent \$60,103 for this purpose. This article seeks funding to supplement any operational costs not covered by rental income from leasing the building. A full report will be made to Town Meeting for this purpose.*

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**ARTICLE 13: BUILDING RENTAL REVOLVING FUND**

To see if the Town will vote to provide for any amounts collected by the Town for Town building rentals, other than rental of school buildings, to be credited to a separate account to be expended without further appropriation by the Board of Selectmen for building-related upkeep and maintenance, and further, to accept the proviso of the second paragraph of Massachusetts General Law, Chapter 40, §3 to allow any balance in such account at the close of the Fiscal Year to remain available for expenditure, without appropriation, for such purposes in future years, or to take any other action relative thereto.

**TOWN MANAGER**

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

**Summary:** *This article will allow the Board of Selectmen to expend rent received from lessees of the Prescott School to cover operational expenses without needing an appropriation from Town Meeting. Revenue received from the leasing of the Prescott School will supplement funding requested under Article 16 on this Warrant.*

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**ARTICLE 14: ACCEPT LOCAL ROOM OCCUPANCY EXCISE**

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 64G, §3A to impose a local room occupancy excise at the rate of three (3%) percent, said rate to take effect on or after July 1, 2019, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen:** *Recommended (3 In Favor, 2 Against – Petropoulos, Pease)*  
**Finance Committee:** *Recommended (5 In Favor, 1 Against – Green)*

**Summary:** *If the Town accepts this section of the General Laws, the Department of Revenue will collect and deliver to the Town of Groton a local excise on the rental of rooms in hotels, motels, lodging houses and bed and breakfast establishments. The maximum rate communities may impose is 6%. The local excise applies to all room occupancies subject to the state room occupancy excise. A community may not vary the occupancies subject to the excise but may adopt any rate up to the maximum. A city or town that accepts the local room occupancy excise may also amend its excise rate, but it can only revoke or amend the rate once a year. The Board of Selectmen is recommending that the Town impose the rate of 3%, effective July 1, 2019. The Board plans on reviewing the rate over the ensuing year and will consider recommending an increase in the rate in Fiscal Year 2020.*

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**ARTICLE 15: AMEND CHARTER – CHANGE NAME OF BOARD OF SELECTMEN**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act to amend Chapter 81 of the Acts of 2008, as further amended by Chapter 50 of the Acts of 2010, the Groton Charter, by changing the words “Board of Selectmen,” wherever they appear, to the words “Select Board” and making such other clerical revisions as are required to change all references to the Board of Selectmen and its members to “Select Board” and “Select Board Members,” or to take any other action relative thereto.

**BOARD OF SELECTMEN**

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

**Summary:** *The Board of Selectmen voted unanimously on Feb. 12, 2018 to change the name of the board to the Select Board. This article is necessary in order to make the name change in the Town Charter.*

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**ARTICLE 16: COMMUNITY PRESERVATION FUNDING ACCOUNTS**

To see if the Town will vote to make the following appropriations from the Community Preservation Fund: Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 5,000
Open Space Reserve:	\$ 73,800
Historic Resource Reserve:	\$ 73,800
Community Housing Reserve:	\$ 73,800
Unallocated Reserve:	\$511,600

or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Board of Selectmen:** *Recommended Unanimously*  
**Finance Committee:** *Recommendation Deferred Until Town Meeting*  
**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 2019. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

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**ARTICLE 17: 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 2019, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Board of Selectmen, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

**CPC Proposal A: Housing Coordinator Salary****\$43,593**

**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. Four years ago, the Community Preservation Committee approved the increase of the position to 25 hours and requested that it become an annual funding item to be approved by Town Meeting, with the funding to come from the Community Housing Reserve. Town Meeting approved this for the last four years. This will be the fifth year that this position will be funded in this manner.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Community Preservation Committee:** *Recommended Unanimously*

**CPC Proposal B: Old Meeting House Preservation, Phase II****\$41,600**

**Summary:** *The First Parish Church, along with The Old Groton Meeting House Preservation Fund, have submitted this application for rehabilitation of the Meeting House structure and its façade. The Town's portion of the project funding will be used for window restoration and clock repair and preservation.*

**Board of Selectmen:** *(2 In Favor – Pine, Pease, 2 Against – Degen, Manugian, 1 Deferred – Petropoulos)*

**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Community Preservation Committee:** *Recommended (5 In Favor, 1 Against – Easom)*

**CPC Proposal C: Prescott School Upgrades****\$275,330**

**Summary:** *The Friends of Prescott have submitted this application to complete the process of restoring and upgrading Groton's historic Prescott School. The focus of this third funding application will be to install a sprinkler system that protects the entire building and for improvements that will make the building more accessible to people with disabilities.*

**Board of Selectmen:** *(2 In Favor – Pine, Petropoulos, 2 Against – Pease, Manugian, 1 Deferred – Degen)*

**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Community Preservation Committee:** *Recommended (5 In Favor, 1 Abstain – Easom)*

**CPC Proposal D: J.D. Poor Mural Restoration****\$18,000**

**Summary:** *The Groton History Center submitted this application for funding to hire an experienced professional to remove several walls from the Oliver Prescott House on Old Ayer Road that are decorated with colorful landscape murals signed by J. D. Poor that were painted circa 1835 and relocate them to be displayed in the Groton Inn. Jonathan D. Poor was the nephew of well-known itinerant painter Rufus Porter, whose murals decorate the walls of many old buildings in New England. The CPA funds will be dispersed only after a Deed of Gift is executed between the Indian Hill Music Center and The Groton Historical Society, and a second Deed of Gift is executed between the Groton Historical Society and the Groton Inn.*

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Community Preservation Committee:** *Recommended Unanimously*

**CPC Proposal E: Baddacook Pond Restoration**

**\$140,000**

**Summary:** *This project is to fund year three of a three-year program to environmentally restore the littoral areas (shallow shoreline areas) of Baddacook Pond and to test management of invasive weeds, using mechanical methods over the next three years. The goal of the project would be twofold: 1) Restore portions of Baddacook Pond that have filled with biomass by using hydro-raking; 2) Implement aggressive mechanical weed harvesting to reduce available plant starch which will help control invasive weed infestation. Finally, this funding would be used to test year over year harvesting to see if it effectively controls the weeds.*

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

**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Community Preservation Committee:** *Recommended Unanimously*

**CPC Proposal F: Duck Pond Restoration**

**\$49,000**

**Summary:** *This project is to fund the restoration of Duck Pond, a 26-acre pond that is rapidly eutrophying, by installing a submersed aeration system consisting of a compressor on the shoreline and ten submersed hoses to diffusers at the bottom of the pond at various locations within the pond. This will restore dissolved oxygen at the bottom, resulting in more aerobic bacteria to consume the muck, more oxygen for fish and wildlife, and less phosphorus released to feed algae and weeds.*

**Board of Selectmen:** *Recommended (4 In Favor, 1 Abstain – Degen)*

**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**Community Preservation Committee:** *Recommended Unanimously*

**COMMUNITY PRESERVATION COMMITTEE**

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**ARTICLE 18: ACCEPT CHAPTER 40, §8L OF THE GENERAL LAWS**

To see if the Town will vote to accept section 8L of Chapter 40 of the General Laws, as added by Section 23 of Chapter 218 of the Acts of 2016, in order to expand the powers and duties of the Agricultural Commission established by Chapter 5, Agricultural Commission, of the Town Code, and vote to amend the Code by deleting Chapter 5 in its entirety and inserting in place thereof the following:

**§ 5-1 Establishment; purpose.**

There shall be an Agricultural Commission (Commission) to promote and develop the agricultural resources of the Town; to promote agricultural-based economic opportunities; to preserve, revitalize and sustain the Groton agricultural industry; to encourage the pursuit of agriculture as a career opportunity and lifestyle in the Town of Groton; and to represent the Groton farming community.

**§ 5-2 Powers and duties.**

1. The Commission shall have all of the powers and duties enumerated in M.G.L. c.40, §8L, which shall include, but not be limited to, the following:
  - a. Buy (only with funds available to the Commission), hold, manage, license, or lease land for agricultural purposes;

- b. Educate the public on agricultural issues;
  - c. Advocate for farmers, farm businesses and farm interests;
  - d. Assist farmers in resolving municipal problems or conflicts related to farms;
  - e. Seek to coordinate agricultural-related activities with other governmental bodies or unofficial local groups or organizations that promote agriculture;
  - f. Receive grants, gifts, bequests or devises of money or personal property of any nature and interests in real property in the name of the Town of Groton, in accordance with M.G.L. c.40, §8L, and subject to the approval of the Board of Selectmen;
  - g. Apply for, receive, expend and act on behalf of the Town of Groton in connection with federal and state grants or programs or private grants related to local agriculture, with the approval of the Groton Board of Selectmen;
  - h. Advertise, prepare, print and distribute books, maps, charts and pamphlets related to local agriculture that the Commission deems necessary for its work;
  - i. Conduct research and prepare agricultural-related plans, including a comprehensive local agricultural land plan which shall be, to the extent possible, consistent with the Town of Groton's current Master Plan and regional area plans, which may be amended whenever the Commission deems necessary, and which shall show or identify:
    - j.
      - 1. Agricultural land areas and facilities within the Town of Groton;
      - 2. Matters which may be shown on a tract index under M.G.L. c.184, §33;
      - 3. Acquisitions of interest in land under this section;
      - 4. Municipal lands that are held as open space;
      - 5. Nonmunicipal land subject to legal requirements or restrictions to protect that land or its use for open space, conservation, recreation or agriculture;
      - 6. Land that should be retained as a public necessity for agricultural use; and
      - 7. Any other information that the Commission determines to be relevant to local agricultural land use.
  - k. The Commission may appoint a chair, clerks, consultants and other employees and may contract for materials and services as it may require, subject to appropriation by the Town of Groton;
  - l. The Commission shall maintain accurate records of its meetings and actions and shall file an annual report with the Town Clerk and shall also post the annual report on the Town's website and print it in the Town's Annual Report for that year;
  - m. The Commission may purchase interests in the land only with funds available to it. The Town Meeting may raise or transfer funds so that the Commission may acquire, in the name of the Town, by option, purchase, lease or otherwise, the fee in the land or water rights, conservation or agricultural restrictions, easements or other contractual rights as may be necessary to acquire, maintain, improve, protect, limit the future use of, or conserve and properly utilize open spaces in land and water areas within the Town, and shall manage and control any such interests in land acquired pursuant to this bylaw; and
  - n. Pursuant to M.G.L. c.40, §8L(h), the Commission may expend any income derived from deposits or investments to a duly-created agricultural preservation fund of which the Treasurer of the Town of Groton shall be the custodian.
2. The Commission shall adopt rules and regulations governing the use of land and water under its control and shall prescribe civil penalties, not to exceed a fine of \$100, for any violation of said rules and regulations.

3. The Commission shall not take or obtain land by eminent domain proceedings pursuant to M.G.L. c.79, §1 *et seq.*

### **§ 5-3 Membership; terms and removal for cause.**

The Commission shall consist of five members appointed by the Town Manager, subject to approval of the Board of Selectmen for a term of 3 years, provided, however, that the initial members appointed under this section shall serve for terms of 1, 2, or 3 years and the Town Manager shall arrange the terms so that the terms of approximately 1/3 of the Commission's members shall expire each year. All members of the Commission must be residents of the Town of Groton. Not less than three members shall be engaged in farming, as defined in M.G.L. c.128, §1A, or employed in an agriculture-related field. If persons engaged in farming or persons employed in agriculture-related fields are not available to serve on the Commission, then the Commission shall include a majority of members with knowledge and experience in agricultural practices or knowledge of related agricultural business. The Town Manager, as the appointing authority, may remove a member of the Commission for cause, after a public hearing if so requested by the member. A vacancy created by the removal of a member for cause shall be filled for the remainder of the unexpired term of the removed member and in the same manner as the original appointment.

### **§ 5-4. Work Plan.**

The Commission shall develop a work plan to guide its activities. Such activities shall include, but are not limited to, the following: serve as facilitators for encouraging the pursuit of agriculture in Groton; promote agricultural-based economic opportunities in Town; act as mediators, advocates, educators, and/or negotiators on farming issues; work for preservation of prime agricultural lands or waters within the Town of Groton; and pursue all initiatives appropriate to creating a sustainable agricultural community.

or to take any other action in relation thereto.

## **AGRICULTURAL COMMISSION**

**Board of Selectmen:** *Recommended (4 In Favor, 1 Against – Manugian)*

**Finance Committee:** *No Position*

**Summary:** *In summary, if this by-law is adopted, it will allow both Groton Conservation Commission and Groton Agricultural Commission to work together on land management. By its charter, three out of five members of the Commission must be engaged full-time in farming. We feel this will give more expertise in managing the Town's agricultural land.*

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## **ARTICLE 19: ACCEPT NRWSRSC STEWARDSHIP PLAN**

To see if the Town of Groton will accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation, or to take any other action relative thereto.

## **BOARD OF SELECTMEN**

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *No Position*

**Summary:** *The Wild and Scenic Rivers program is dedicated to protecting nationally significant rivers and their unique biological, recreational, scenic, historical and/or cultural resources. This present effort has been joined by 11 towns (9 in MA, 2 in NH) that have frontage on the Nashua, Squannacook, or Nissitissit Rivers. A locally-drafted, voluntary Stewardship Plan has been developed which will help assure the protection of our unique river resources for generations to come. There is no cost to the town. For more information and to read the Stewardship Plan, visit: [www.WildandScenicNashuaRivers.org](http://www.WildandScenicNashuaRivers.org).*

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## **ARTICLE 20: EXTEND TEMPORARY MORATORIUM**

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

Amend **Section 218-16.2 Temporary Moratorium on Recreational Marijuana Establishments**, by deleting the words “June 30, 2018” in Section 218-16.2.C.(1) and replacing it with the words “December 31, 2018” and adding the words “and the Attorney General approves” after the word “adopts” or take any other action relative thereto.

### **PLANNING BOARD**

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *No Position*

**Planning Board:** *Recommended Unanimously*

**Summary:** *The purpose of this article is to extend the temporary moratorium on recreational marijuana establishments in the Town of Groton through December 31, 2018, based on recent guidance provided to municipalities by the Attorney General's office. The current moratorium was approved at 2017 Spring Town Meeting and is in effect through June 30, 2018. Extension of the moratorium will provide coverage for the Town while it considers adopting appropriate zoning measures to regulate marijuana establishments authorized under M.G.L. Ch. 94G.*

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## **ARTICLE 21: AMEND CHAPTER 218 - ZONING – RECREATIONAL MARIJUANA**

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

Add to Section 218-4, Definitions, as follows:

### **Section 218- 4 Definitions**

**Marijuana cultivator**, an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

**Marijuana establishment**, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, any other type of licensed marijuana-related business, or any combination thereof at a single location.

**Marijuana product manufacturer**, an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

**Marijuana products**, products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

**Marijuana testing facility**, an entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

**Marijuana retailer**, an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

**Marijuana transportation or distribution facility**, an entity with a fixed location that delivers marijuana and marijuana products to marijuana establishments and transfers marijuana and marijuana products to other marijuana establishments, but not to consumers. This shall include the temporary storage of marijuana products on premises associated with transportation and distribution.

And, further, to amend Section 218-13 as follows:

#### Section 218-13 Schedule of Use Regulations

Schedule of Use Regulations								
	R-A	R-B	NB	VB	GB	I	P	O
<b>Marijuana Establishments any other type of licensed marijuana-related business</b>								
Marijuana cultivator	N	N	N	N	N	PB	N	N
Marijuana product manufacturer	N	N	N	N	N	PB	N	N
Marijuana retailer	N	N	N	N	PB	PB	N	N
Marijuana testing facility	N	N	N	N	PB	PB	N	N
Marijuana transportation or distribution facility	N	N	N	N	N	PB	N	N
Any other type of licensed marijuana-related business	N	N	N	N	N	PB	N	N
On-site consumption of marijuana at licensed marijuana establishment	N	N	N	N	N	N	N	N

And, further, to amend, Section 218-16.1 as follows:

## Section 218-16.1

### Marijuana Establishments

#### A. Purpose

- (1) To provide for the placement of marijuana establishments in appropriate places and under conditions in accordance with the provisions of Massachusetts General Law Chapter 94G.
- (2) To minimize the adverse impacts of marijuana establishments on adjacent properties, residential neighborhoods, schools and other places where children congregate, local historic districts, and other sensitive land uses.
- (3) To regulate the siting, design, placement, security, safety, monitoring, modification, and discontinuance of marijuana establishments.

#### B. Applicability

- (1) No marijuana establishment shall be established except in compliance with the provisions of **§ 218-13 (Schedule of Use Regulations)** and this **§ 218-16.1 (Marijuana Establishments)**
- (2) If any provision of this section or the application of any such provision to any person or circumstance shall be held invalid, the remainder of this section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this section are severable.

#### C. General requirements and conditions for all marijuana establishments.

- (1) All marijuana establishments shall be contained within a building or structure.
- (2) The hours of operation of marijuana establishments shall be set by the special permit granting authority.
- (3) No marijuana establishment shall be located within 500 feet of the property boundary line of any lot in use as a pre-existing public or private pre-school, school providing education in kindergarten or any grades 1 through 12, junior college, college, licensed day-care center, church, library, park, playground, or other marijuana establishment. Distance shall be measured in a straight line from property boundary line to property boundary line.
- (4) The onsite consumption of marijuana at all licensed marijuana establishments is prohibited in the Town of Groton.
- (5) Pursuant to Massachusetts General Laws Chapter 94G, Section 3(b) (2) the maximum number of Licensed Marijuana Establishments in the Town of Groton shall be consistent with the following provision.
  - a) Shall not prohibit one or more types of Marijuana Establishment
  - b) Shall not limit the number of marijuana retail establishments, to less than 20% of liquor licenses issued pursuant to Section 15 of MGL Chapter 138 for retail sale of alcohol not consumed on the premises in the Town of Groton. Said number to be rounded up to the next whole number.
  - c) The number of non-retail Marijuana Establishments shall not exceed one (1).
- (6) No smoking, burning or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a marijuana establishment with the exception of product testing performed at a licensed testing facility.

(7) No marijuana establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories, or inside a movable or mobile structure such as a van or truck.

(8) Marijuana establishments shall be located within a permanent building and may not be located in a trailer, cargo container, motor vehicle or other similar nonpermanent enclosure. Marijuana establishments shall not have drive-through service.

(9) No outside storage of marijuana, related supplies or promotional materials is permitted.

(10) All marijuana establishments shall be ventilated in such a manner that no

- a) pesticides, insecticides, or other chemicals or products used in cultivation or processing are dispersed into the outside atmosphere.
- b) odor from marijuana can be detected by a person with a normal sense of smell at the exterior of the marijuana establishment or at any adjoining use or property.

D. Special permit requirements.

(1) A marijuana establishment shall only be allowed by special permit from the Planning Board in accordance with MGL c. 40A, § 9 and Section 216-32.1 (Special Permits) of this chapter subject to the following statements, regulations, requirements, conditions and limitations.

(2) No special permit for any marijuana establishment shall be issued without major site plan approval having been obtained from the Planning Board, § **218-25**, Site Plan review, of this chapter. In addition to the standards set forth within, the site plan must meet all dimensional, parking, landscaping, and signage requirements within this chapter.

(3) A special permit for a marijuana establishment shall be limited to one or more of the following uses that shall be prescribed by the special permit granting authority:

- a) Marijuana cultivator
- b) Marijuana product manufacturer
- c) Marijuana retailer
- d) Marijuana testing facility
- e) Marijuana transportation or distribution facility
- f) Any other type of licensed marijuana-related business

(4) In addition to the application requirements set forth above, a special permit application for a marijuana establishment shall include the following:

- a) The name and address of owner(s) of the establishment;
- b) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts Cannabis Control Commission and any of its other agencies for the establishment;
- c) Evidence of the applicant's right to use the site of the establishment for the establishment, such as a purchase and sale agreement, deed, owner's authorization, or lease;
- d) Proposed security measures for the marijuana establishment, including lighting, fencing, gates and alarms, etc., to ensure the safety of persons and to protect the premises from theft. A letter from the Town of Groton Police Chief, or designee, acknowledging review and approval of the marijuana establishment security plan is required. To the extent allowed by law, all such documents shall be confidential.
- e) All application requirements for Major Site Plan Review as specified in Section 218-25, D.(2) of this Chapter unless certain non-applicable requirements are waived by the Planning Board

(5) Mandatory findings. The special permit authority shall not issue a special permit for a marijuana establishment unless it finds that:

- a) The establishment is designed to minimize any adverse impacts on abutters and other parties in interest, as defined in MGL c. 40A, § 11.
- b) The establishment demonstrates to the satisfaction of the Planning Board that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will comply with all applicable state laws and regulations; and
- c) The applicant has satisfied all of the conditions and requirements set forth herein.

(6) A special permit granted under this section shall have a term limited to the duration of the applicant's ownership of the premises as a marijuana establishment. A special permit may be transferred only with the approval of the special permit granting authority in the form of an amendment to the special permit with all information required.

E. Abandonment or discontinuance of use.

(1) A special permit shall lapse if a Final License has not been issued by the Cannabis Control Commission pursuant to CMR 500.103 within one year of issuance. The Planning Board may grant an extension if the applicant can demonstrate that despite diligent effort circumstances beyond their control have prevented the issuance of a Final License and demonstrates to the satisfaction of the Planning Board that issuance of a Final License is highly probable.

(2) A marijuana establishment shall be required to remove all material, plants, equipment and other paraphernalia within six months of ceasing operations.

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 Bylaw amendment defines the types of recreational marijuana establishments authorized under M.G.L. Ch. 94G, identifies the zoning districts where such establishments are allowed, and specifies the provisions under which such establishments may be permitted. Current zoning provisions are in place for registered medical marijuana dispensaries only. The proposed zoning bylaw is intended to cover all types of recreational marijuana establishments.*

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**ARTICLE 22: LOCAL OPTION RECREATIONAL MARIJUANA EXCISE TAX**

To see if the Town will vote to accept Massachusetts General Laws, Chapter 64N, §3, and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a vendor at a rate of three (3%) percent of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least thirty days after the vote of the Town Meeting hereunder, or to take any other action relative thereto.

**TOWN MANAGER**

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Summary:** *By accepting this statute, should recreational marijuana sales be allowed in the Town of Groton, the Town would receive a three percent (3%) excise tax on said sales.*

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**ARTICLE 23: EXTEND CENTER SEWER DISTRICT**

To see if the Town will vote to extend the "Groton Center Sewer District" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under Article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown as Assessors' Lot 115-8 (21 Lovers Lane), provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *No Position*

**Sewer Commission:** *Recommended Unanimously*

**Summary:** *This article requests authorization from the Town Meeting to expand the Center Sewer District to 21 Lovers Lane, Groton. This article, if approved, will provide for extension of the Groton Center Sewer District to include the property at 21 Lovers Lane.*

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**ARTICLE 24:           FOUR CORNERS SEWER DISTRICT**

To see if the Town will vote to amend Chapter 190 "Sewers" of the Code of the Town of Groton, by deleting Article III in its entirety and inserting in its place a new Article III as follows:

**Article III.  
Four Corners Sewer District**

**§190-8.           Establishment.**

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.

**§190-9           Extension and Expansion of Four Corners Sewer District.**

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 Sewer System.

**§190-10          Assessment for General and Special Benefit Facilities.**

Pursuant to MGL C. 83, § 15, the assessment of betterments for extensions of the "Four Corners Sewer District" beyond its limits as of April 30, 2018, and the costs of general benefit facilities, including, but not limited to, pumping stations, trunk and force mains, shall be separated from the costs of special benefit facilities, including, but not limited to, the sewer mains, serving adjacent properties.

**§190-11          Connections required.**

The owner or occupant of a building situated within the Four Corners Sewer District (the Sewer System), as it may be amended, shall:

- A.    In the case of an existing building within the Sewer System as of the effective date of this Article, connect said building to the sewer with an effective drain within one year of said effective date or, in the case of an extension of the Sewer System, within two years of the date when said sewer is available for such connection.
- B.    In the case of a new building within the Sewer System constructed after the effective date of this Article, or in the case of renovation of a building which would trigger the requirement to upgrade a subsurface sewage disposal system under the provisions of Title 5 of the State Environmental Code (310 CMR 15.000) or any successor regulation, connect said building to the sewer prior to the issuance of a certificate of occupancy by the Building Inspector.

- C. Authority. The Groton Sewer Commission, (or in its inability to act, the Board of Selectmen acting as such) and the Groton Board of Health shall both be responsible for compliance with and oversight of §§ 190-1 and 190-2 and may act independently and cooperatively within their respective areas of responsibility. The Groton Sewer Commission shall provide administrative services, such as maintenance of connection records for properties within the Sewer District and issuance of notices to property owners. The Groton Board of Health shall address matters of compliance, enforcement, and act upon applications for variances.

#### **§190-12 Variances.**

A variance from the connection requirement may be granted by the Board of Health for any one of the following reasons:

- A. That said land by reason of its grade or level or any other cause cannot be drained into such sewer, or that a connection is economically unfeasible (defined as the cost of connection being in excess of 10% of the assessed value of the subject property). The applicant shall provide sufficient documentary evidence that a connection is not a feasible option; or
- B. In the case of property used for residential purposes, that the buildings on said land are served by a private on-site subsurface sewage disposal system which was issued a certificate of compliance in accordance with the provisions of said Title 5 as in effect on or after March 31, 1995, and, after an inspection as defined in 310 CMR 15.302, is determined not to be failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Such variance shall continue for a period of three years, provided the subsurface sewage disposal system is pumped once a year during said three years, or for a period of two years if the system has not been so pumped. After such time period the system shall be re-inspected and an additional variance may be granted if the re-inspection determines the system is not failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Any variance granted under this subsection shall expire upon the "transfer of title" to the property served by the system, as defined in 310 CMR 15.301, and the property shall be connected no later than 90 days after the date of the transfer of title.
- C. In the case of property used for nonresidential purposes, that the buildings on said property are served by a private on-site subsurface sewage disposal system which was issued a certificate of compliance in accordance with the provisions of said Title 5 as in effect on or after March 31, 1995, and, after an inspection as defined in 310 CMR 15.302, is determined not to be failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Such variance shall expire after one year. After such time period the subsurface sewage disposal system shall be re-inspected and an additional variance may be granted if the re-inspection determines the system is not failing to protect public health and safety and the environment as defined in 310 CMR 15.303. Any variance granted under this subsection shall expire upon the "transfer of title" to the property served by the system, as defined in 310 CMR 15.301, and the property shall be connected no later than 90 days after the date of the transfer of title.
- D. In the event that the Massachusetts Department of Environmental Protection or successor entity institutes a set of requirements for subsurface sewage disposal system performance stricter than those set forth in the then current version of said Title 5, any variances granted hereunder shall not be considered as exempting the applicable disposal system from the connection

requirement. Instead, in that case, any existing systems with variances must either meet the new requirements or the property must be connected to the Sewer System. Such mandatory connections shall be made within 90 days of the effective date of the new requirements for commercial properties or six months of said effective date for residential properties.

- E. The Board of Health may review any Title 5 inspection and any approved subsurface sewage disposal works permit to determine if a subsurface sewage disposal system is protective of public health and safety and the environment in considering any variance request.
- F. A notice of any variance granted hereunder shall be recorded with the Middlesex South District Registry of Deeds and evidence thereof provided to the Board of Health. Such notice shall state that the variance shall expire upon the "transfer of title" as defined in 310 CMR 15.301.

### **TOWN MANAGER**

**Board of Selectmen: *Recommended (4 In Favor, 1 Against – Pease)***

**Finance Committee: *No Position***

**Summary:** *Now that the Four Corners Sewer Project is completed, this article is brought forward to set forth the Bylaw provisions establishing how the District will function. This proposed Bylaw amendment creates a framework for operation that is similar to that in place for the Center Sewer District. The Board of Selectmen and Sewer Commission will then establish regulations for the operation of the District. Prior to the printing of the Warrant, a discrepancy was found in the draft Bylaw contained in this Warrant. It will be revised and an updated draft will be posted on our website and filed in the Office of the Town Clerk prior to Town Meeting. The revised Bylaw will be handed out at Town Meeting for action by the Town Meeting. We apologize for this error.*

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### **ARTICLE 25: AMEND CHAPTER 139 OF THE CODE OF THE TOWN OF GROTON**

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 262, §34, to amend Chapter 139 of the Code of the Town of Groton, Fees, by adding a new Section §139-1 as follows, or to take any other action relative thereto:

**Section §139-1** – “The Board of Selectmen shall be authorized to set Town Clerk fees after conducting a public hearing. All fees collected by the Town Clerk’s Office for recording and issuing vital records, business certificate filings, issuance of local licenses, document certification and other services provided by the office, and fees collected on behalf of other departments shall, upon receipt, be paid into the Town Treasury.”

### **TOWN CLERK**

**Board of Selectmen: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *Massachusetts General Laws Chapter 262, §34 prescribes a city and town clerk fee structure for approximately 70 items for all cities and towns in the Commonwealth. The statute allows for changes to the clerk fees by a town meeting vote, and towns may adopt a bylaw to set fees in a different manner. Groton Town Clerk fees were set in 2008, and again in 2017, in public hearings conducted by the Board of Selectmen. This article is asking the Town Meeting to formally grant the Board of Selectmen the authority to set Town Clerk fees, as it does for other town departments. The*

*process of public hearings affords a detailed review and assessment venue by the Board and the Public. Fees collected by the Town Clerk's Office will continue to be paid to the Town Treasury.*

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**ARTICLE 26: LICENSE AGREEMENT – SURRENDEN FARMS AGRICULTURAL**

To see if the Town will vote to authorize the Town Manager, on behalf of the Conservation Commission, to enter into a license agreement with an individual/individuals to conduct agricultural activities at Surrenden Farm West for a term not to exceed ten (10) years, or to take any other action relative thereto.

**CONSERVATION COMMISSION**

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Conservation Commission:** *Recommended Unanimously*

**Summary:** *Surrenden Farm contains 36 acres of open fields historically used for the cultivation and harvest of hay. Due to the size of the fields and the presence of known rare wildlife on this property, the Resource Management Plan (RMP) for the property emphasizes the importance of working with an individual farmer on a long-term basis. Establishing a long-term license with a farmer provides an opportunity to best manage the hay fields according to the conditions of the RMP and the Massachusetts Division of Fisheries and Wildlife owned Conservation Restriction. This also allows the farmer an opportunity to incorporate his/her business planning into the farming operations necessary to keep the land well maintained and productive. The Uniform Procurement Act (M.G.L. c. 30B, § 12[b]) prohibits towns from awarding a contract for a term exceeding three years unless authorized by a majority vote. Therefore, the Commission believes that extending the term of a standard three (3) year license agreement to ten (10) years will provide the selected farmer the best opportunity to address the needs of the field while retaining the field in an economically viable state.*

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**ARTICLE 27: ACCEPT LAND DONATION – PARCEL 234-2-0**

To see if the Town will vote to accept, as a donation from the owner, a parcel of land located off Lowell Road, shown as parcel no. 234-2-0 on the Groton Assessors' maps and containing approximately 1,742 square feet, said parcel to be placed under the custody and control of the Conservation Commission, and to authorize the Board of Selectmen and the Conservation Commission to take all actions and execute all documents necessary or convenient in connection with the acquisition of said land, or to take any other action relative thereto.

**TREASURER/TAX COLLECTOR**

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *No Position*

**Summary:** *The owner of this parcel approached the Town of Groton to consider accepting it as donated land. The parcel is land only, not buildable, and is assessed at \$5,000. The Town of Groton and the Massachusetts Department of Conservation and Recreation co-own a Conservation Restriction*

on the adjacent 134.8-acre lot. Martins Pond Brook runs along the eastern portion of the adjacent parcel and enters a culvert which crosses under Lowell Road on Assessors' parcel 234-2-0. By owning the parcel that contains the culvert, the Town will be able to ensure that any maintenance required is completed quickly.

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**ARTICLE 28: ACCEPT LAND DONATION – PARCEL 205-41-0**

To see if the Town will vote to accept, as a donation from the owner, a parcel of land located off Throne Hill Road, shown as parcel no. 205-41-0 on the Groton Assessors' maps and containing approximately 0.62 acres, said parcel to be placed under the custody and control of the Conservation Commission, and to authorize the Board of Selectmen and the Conservation Commission to take all actions and execute all documents necessary or convenient in connection with the acquisition of said land, or to take any other action relative thereto.

**TREASURER/TAX COLLECTOR**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** The owner of this parcel approached the Town of Groton to consider accepting it as donated land. The parcel is land only and is assessed at \$15,800. This land locked parcel is completely surrounded by 340.4 acres of conservation land owned by the Town of Groton and the Groton Conservation Trust as part of the greater Throne Conservation Area. The parcel would appear to be undevelopable based on the lack of access. Acceptance of the land will allow for it to be incorporated into the adjacent conservation parcels.

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**ARTICLE 29: CITIZENS' PETITION – REZONE PROPERTY**

To see if the Town will vote to zone the property situated at 186 Main Street, which is shown on the Groton Assessor's Maps as Parcel 113-1 and described in a deed recorded with Middlesex Country South District Registry of Deeds in Book 70228 at Page 254 as R-B (Residential-Business) and include this property in the Town Center Overlay District, Section 218-30.2 of the Groton Zoning By-Law, or to take any other action relative thereto.

**CITIZENS' PETITION**

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Robert L. Collins	204 Gay Road	Paul G. Funch	92 Reedy Meadow Road
Ranier B. Collins	204 Gay Road	Jessica Charland	207 Whiley Road
Peter S. Cunningham	44 Smith Street	Christopher Sullivan	22 Station Avenue
Thomas D. Orcutt	12 Canterbury Lane	Frances Stanley	19 Court Street
Michelle Collette	43 Windmill Hill	Michael Bouchard	69 Hill Road

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Planning Board: Recommendation Deferred Until Town Meeting**

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: *This article would rezone the property at 186 Main Street to Residential Business and add it to the Town Center Overlay District.*

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**ARTICLE 30: CITIZENS' PETITION -279 MAIN STREET – CONCEPT PLAN APPROVAL**

To see if the Town will vote to approve the Concept Plan for converting/renovating the existing church into a four (4) condominium development and construction of a 4 car parking structure under Section 218-27C of the Zoning By-law, situated at 279 Main Street, land shown on Assessors' Map 112, Parcels 60, 61 & 62, which premises is described in a deed recorded at the South Middlesex Registry of Deeds at Book 64541, Page 233, being shown on a conceptual plan entitled "Residence at Sacred Heart" Concept Plan for Multi Family Development prepared by Christopher Lewis, dated February 23, 2018, a copy of which is on file with the Town Clerk, or to take any other action relative thereto.

**CITIZENS' PETITION**

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Heidi M. Resca	19 Dolan Drive	Joseph A. Resca	19 Dolan Drive
Jenifer B. Evans	24 Smith Street	Douglas W. Burgess	24 Smith Street
John S. Ludlow	28 Moors Road	Eileen Ludlow	28 Moors Road
Mary J. Keating	81 Culver Road	Daniel A. Ploof	15 Dolan Drive
Luis Mario Alvarez	15 Dolan Drive	Peter S. Cunningham	44 Smith Street

**Board of Selectmen:** *Recommended Unanimously*

**Finance Committee:** *No Position*

**Planning Board:** *Recommendation Deferred Until Town Meeting*

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: *This article requests that voters approve a concept plan to redevelop the Sacred Heart Church as a 4-unit condominium building. The Applicant is also proposing to construct a single-story building with 4 garage bays. The proposed square footage of the garage building footprint would be approximately 2,304 square feet and the footprint of the Church building would not change. The property is located at 279 Main Street and is serviced by Town sewer and water. The Property is zoned RA.*

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**ARTICLE 31: CITIZENS' PETITION – RESOLUTION ON POLITICAL DONATIONS**

To see if the Town will vote to adopt the following resolution supporting state and federal legislation to provide greater transparency in political donations and limit the influence of money in politics:

**Resolution Supporting State and Federal Legislation to Provide Greater Transparency in Political Donations and Limit the Influence of Money in Politics**

**WHEREAS**, recent changes in funding and disclosure rules for national, state and local political elections have degraded the goals of the democratic process; and

**WHEREAS**, a recent decision by the Massachusetts Office of Campaign and Political Finance (OCPF) now allows an infusion of previously prohibited out-of-state money to influence local and state elections, new legislation is now required to prohibit such funding from circumventing Massachusetts state law; and

**WHEREAS**, in an effort to restore voter confidence in our democracy, a grassroots movement known as "Represent.Us" is working for legislative reforms to reduce the opportunity for corruption within the political system in our country by supporting a legislative reform bill known as the "American Anti-Corruption Act" (the Act); and

**WHEREAS**, the Act targets bribery by preventing lobbyists from donating to politicians and influencing policymaking; ends secret money by mandating full transparency; enables citizens to fund elections; closes the revolving door between Congress and lobbying firms; and enhances the power of the Federal Election Commission;

**NOW, THEREFORE, BE IT RESOLVED** by the citizens of the Town of Groton, Massachusetts that we support tough new anti-corruption laws to close loopholes in Massachusetts' campaign finance regulations that currently allows unregulated out-of-state money to infiltrate state and local elections; and we support the goals outlined in the American Anti-Corruption Act to remove the corrupting influence of money on our political system. The Act prohibits politicians from taking campaign money from special interest groups including private industries and unions; increases transparency for campaign funding; empowers all voters through a tax rebate voucher to contribute to the candidates they support; prohibits representatives and senior staff from all lobbying activity for five years once they leave office; and places limits on super PACs.

**BE IT FURTHER RESOLVED** that the citizens of the Town of Groton implore our elected representatives in Boston, State Senator Eileen Donohue and Rep. Sheila Harrington and in Washington, Sen. Edward Markey and Sen. Elizabeth Warren and Rep. Niki Tsongas (or their successors) to lead this effort to enact these initiatives in Massachusetts and in the U.S. Congress.

**BE IT FURTHER RESOLVED** that the Clerk of the Town of Groton is hereby directed to give notice to the above representatives by sending a certified copy of this resolution to each of them.

or to take any other action relative thereto.

#### ***CITIZENS' PETITION***

<b><u>NAME</u></b>	<b><u>ADDRESS</u></b>	<b><u>NAME</u></b>	<b><u>ADDRESS</u></b>
Thomas K. Callahan	468 Townsend Road	Elea Kemler	44 Willowdale Road
Courtney Spence	469 Martins Pond Road	Deborah Santoro	59 Raddin Road
Maureen Casey	180 Flavell Road	Nancy Beshansky	963 Lowell Road
Michael Foster	52 Chestnut Hill Road	Robert Fleischer	119 Nashua Road
Lynne Kavanagh	49 Mayfield Drive	Lee S. Burton	46 Wood Lane

**Board of Selectmen: (3 Deferred, 2 No Position – Degen, Pease)**

**Finance Committee: No Position**

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: *This article would adopt a resolution supporting State and Federal Legislation to provide greater transparency in political donations and limit the influence of money in politics.*

**ARTICLES 32 THROUGH 42 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER ARTICLE 42.**

**ARTICLE 32: CURRENT YEAR LINE ITEM TRANSFERS**

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2018 budget, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

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

**Summary:** *To transfer money within the Fiscal Year 2018 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

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**ARTICLE 33: 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 2018 Snow and Ice Budget, as approved under Article 4 of the 2017 Spring Town Meeting, or to take any other action relative thereto.

**TOWN MANAGER**

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

**Summary:** *The Town anticipates a deficit in the Fiscal Year 2018 Snow and Ice Budget of approximately \$200,000. Ordinarily, such a deficit is made up in the following Fiscal Year. However, in an effort to minimize the impact on the Fiscal Year 2019 Budget, the Town Manager has recommended that some of the deficit be dealt with this year by utilizing any available funds from the FY 2018 Operating Budget, Free Cash, or the Town's Overlay Surplus Reserve. The appropriation under this Article will reduce the deficit.*

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**ARTICLE 34:           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 2018 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 2018 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

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**ARTICLE 35:           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 2018 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 2018 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

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**ARTICLE 36:           TRANSFER WITHIN CABLE ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Cable Enterprise Fund Surplus to the Fiscal Year 2018 Cable Enterprise Department budget, or to take any other action relative thereto.

**CABLE ADVISORY COMMITTEE**

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

**Summary:** *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2018 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

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**ARTICLE 37: 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:** *Recommendation Deferred Until Town Meeting*  
**Finance Committee:** *Recommendation Deferred Until Town Meeting*

**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.*

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**ARTICLE 38: 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.*

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**ARTICLE 39: 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 2019 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 2019 is \$476,722. To fund this, \$80,000 would be paid from the Open Space Reserve and \$396,722 would be paid from the Unallocated Reserve.*

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**ARTICLE 40: ESTABLISHING LIMITS FOR THE VARIOUS REVOLVING FUNDS**

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E ½ and the Revolving Fund Bylaw, to set the FY 2019 spending limits for the various revolving funds as follows:

<b>Program or Purpose</b>	<b>FY 2019 Spending Limit</b>
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Affordable Housing Marketing	\$50,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Boat Excise Tax Fund	\$ 5,000

or take any other action relative thereto.

**TOWN MANAGER**

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

**Summary:** *This Article sets the limit of annual spending for the various revolving funds authorized by previous Town Meeting vote and currently set forth in the Town's Bylaw for said purpose.*

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**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, 22F, 22G, 37, 37A, 41, 41B, 41C, 41C½, 42, 43, 56 or 57 of G.L. c. 59, §5, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

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

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

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**ARTICLE 42: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5**

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, §5, last paragraph/sub-clause of clause 23 which, for clauses 22, 22A, 22B, 22C, 22D, 22E and 22F of section 5, allows the Town to reduce from five consecutive years to one year the residency requirement for, making certain veterans and their surviving spouses or parents, to be eligible for the property tax exemptions of said clauses 22 through 22F under Massachusetts General Laws, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

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

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

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## **Moderator's Consent Agenda to Save Time at Town Meeting**

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

### **What Articles Are Included**

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

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

### **How Consent Agendas Work**

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

The held article will be set aside for individual consideration apart from the consent agenda. The voter who holds an article will be asked to identify him- or herself and be prepared to speak to the article later in the meeting.

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

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

### **What Voters Need to Do**

Town Meeting voters should review in advance the articles in the consent agenda and be ready to state which article(s) they wish to hold for individual consideration

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

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 9<sup>th</sup> Day of April in the year of our Lord Two Thousand Eighteen.

*Joshua A. Degen*

Joshua A. Degen, Chairman

*Barry A. Pease*

Barry A. Pease, Vice Chairman

*Alison S. Manugian*

Alison S. Manugian, Clerk

*John G. Petropoulos*

John G. Petropoulos, Member

*Rebecca H. Pine*

Rebecca H. Pine, Member

OFFICERS RETURN

Groton, Middlesex

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

\_\_\_\_\_  
Constable

\_\_\_\_\_  
Date Duly Posted

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

## **TOWN OF GROTON FISCAL YEAR 2019**

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 2019 Operating Budget for the Town of Groton. This is the third year in which the Board of Selectmen and Finance Committee have provided direction prior to the development of the proposed budget in compliance with the revised Financial Policies of the Town. The Finance Committee and Board of Selectmen met with the Finance Team, comprised of the Town Manager, Town Accountant, Treasurer/Collector, Principal Assessor, Human Resources Director and Executive Assistant prior to the issuance of the initial budget instructions to review objectives and develop specific goals that would be followed during the development of the Fiscal Year 2019 Proposed Operating Budget. The Finance Committee voted to direct the Town Manager to develop a Municipal Operating Budget that keeps municipal spending to an increase of no more than three (3%) percent over the Fiscal Year 2018 Appropriation. This spending increase is exclusive of debt service; debt both within and outside the Levy Limit is accounted for separately. In addition to this direction, the Board of Selectmen voted to direct the Town Manager to develop a budget that maintained municipal services at their current levels, while providing the Groton Dunstable Regional School District with the funding it needs to provide a quality education to Groton's children in Fiscal Year 2019.

The Budget submitted to the Finance Committee and Board of Selectmen by the Town Manager on December 26, 2017 met these directives. The Proposed Budget kept municipal spending to an increase of no more than three (3%) percent, while continuing to provide the same level of services that our residents currently receive. Funding was also set aside in the Proposed Budget that was necessary to meet the needs of the Groton Dunstable Regional School District in Fiscal Year 2019. While the final Town of Groton Operating Assessment has been increased in the Final Proposed Fiscal Year 2019 Operating Budget, this was not due to an increase in the anticipated overall budget of the District, but due to a change in the funding formula. The cooperation and sharing of information between the Administration of the School Department, the Town Financial Staff, Regional School Committee, Board of Selectmen and Finance Committee continues to be strong and has allowed for the creation of a Budget that meets the needs of both the Municipal Government and School Department. While this budget does utilize almost all of the anticipated levy capacity in Fiscal Year 2019, it maintains services and continues the process of stabilizing the Town's financial outlook for future years. The Finance Committee felt the proposed budget met the financial goals it set for the Town Manager and worked with the Selectmen and town staff to set up meetings for public review over the next four months.

In determining Revenues for Fiscal Year 2019, the Town needed to take into consideration that the Commonwealth has yet to finalize their Budget for the next Fiscal Year. However, it has been determined that State Aid has been very stable over the past five years. Governor Charlie Baker continues to make local aid a priority and the Town is confident this will not change in Fiscal Year 2019. Therefore, State Aid has been level funded in our Estimated Receipts for next year. The local meals tax continues to have a positive impact on local receipts. Another factor that positively impacted our Fiscal Year 2019 revenue projections was the final new growth certified for Fiscal Year 2018. When the FY 2018 Budget was developed in December, 2016 (a full twelve months before New Growth is certified by the Department of Revenue), new growth was estimated at approximately \$15 million, generating about \$280,050 in additional levy capacity. When the final new growth was certified in the beginning of December, 2017, it was certified at approximately \$27 million, generating over \$504,000 in additional levy capacity. Taking this into consideration, the final FY 2018 Budget came in \$389,061 under the levy limit. This funding is available for expenditure in Fiscal Year 2019. The following chart shows what we expect to receive in revenues for FY 2019 that can be used to fund the Proposed Operating Budget:

<u>Revenue Source</u>	<u>Actual FY 2018</u>	<u>Proposed FY 2019</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Property Tax**	\$ 29,360,225	\$ 30,514,306	\$ 1,154,081	3.93%
Unexpended Tax Capacity	\$ (389,061)	\$ (40,000)	\$ 349,061	-89.72%
State Aid	\$ 912,979	\$ 912,979	\$ -	0.00%
Local Receipts	\$ 3,820,787	\$ 3,993,241	\$ 172,454	4.51%
Free Cash	\$ 192,300	\$ 272,946	\$ 80,646	41.94%
Other Available Funds	\$ 225,000	\$ 225,000	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 34,122,230</b>	<b>\$ 35,878,472</b>	<b>\$ 1,756,242</b>	<b>5.15%</b>

\*\*Includes two and one-half percent increase allowed by law and \$22.5 million in new growth.

At the start of the budget discussions the topic of forecasted revenues was examined and debated among the Finance Committee and Selectmen. Thanks to the Town's practice of sound financial planning and smart budgeting, both the Finance Committee and Town Manager are confident that the Town has a healthy revenue forecast for Fiscal Year 2019. This will allow the Town to continue to maintain services, stay within the guidelines established by the Board of Selectmen and Finance Committee, and provide the funding requested by the Groton Dunstable Regional School District. As the budget discussion unfolded there were a number of topics that became focal points for debate. These included proposed increases to the police and fire department budgets to improve services reflecting the changing character of the Town; sustainability of the municipal and school budgets given both internal and external pressures for employee salaries, insurance, and retirement benefits; the role of other post-employment benefits (OPEB) planning in the annual budget; capital needs of both the municipality and the schools; funding of the senior center, funding of the country club, and union negotiations for the municipality's seven collective bargaining units.

The budget was presented to a combined meeting of the Finance Committee and Selectmen at a meeting on January 8, 2018. (Minutes to all Finance Committee meetings can be found at: <http://townofgroton.org/Town/BoardsCommittees/FinanceCommittee.aspx>.)

The Finance Committee and Selectmen then held a combined budget presentation on the morning of January 27<sup>th</sup>. A number of departments and commissions came in to discuss their budget requests, including the library, fire, police, public works, country club, sewer, and water. Residents were generally very happy with library services. They are continuing their program of keeping the library open on Sundays from September to May. While many felt that the Sunday hours gave a lot more flexibility to families with two working parents, some felt that with a smooth operation at the library and other needs town-wide there may not be a lot of additional funds available for "improving on excellence".

At its budget presentation for FY 2018 the Fire Department expressed concerns over getting call firefighters to respond in sufficient numbers given how busy people generally were and worked with the Committee in developing an incentive program to get a better response. At its presentation this year the Department gave an update on the program: call shift coverage improved from full-shift coverage 52% of the time before the program to full-shift coverage approximately 55% to 70% of the time in the current fiscal year. However, the Chief felt that even with this program if there were some departures of on-call staff the current coverage would not be sustainable. Therefore, as an additional request (outside the proposed budget) the Chief requested five additional full-time staff to provide basic full-time services in anticipation of the new inn and music center. The key metric is emergency call response time: The National Fire Protection Association recommends a response time under ten minutes at least 80% of all times. Currently at its weakest periods (evenings) responses are achieved in under ten approximately 50% of the time. With the additional firefighters the Chief feels the Town would achieve a response time under ten minutes 80%-85% of the time during all parts of the day.

Residents asked what other services would improve besides response time. The Chief mentioned non-emergency services such as community events. Residents asked about sharing services with Dunstable. The Chief had reached out to Dunstable to talk about regionalization but it would start small, such as sharing EMS services. In order to make regionalization work all five of the proposed staff would be needed. A question was asked about opioids being a driver and the Chief said it was a minor consideration and not a major factor. Residents asked whether the new growth required growth in the Department just to keep the same services and the Chief mentioned that the new growth would drive a request for two of the staff just to keep the same services.

The Police Department presented a proposal to add four more officers. By priority they were another school resource officer (SRO), traffic safety officer, supervisor, and patrol officer. Residents asked how Dunstable would be involved with the SRO and the time frame for implementation. While a few residents felt that since this request was not completely new it would be included in the five-year budget projections for the Town, a number of others felt that the five-year projections should be kept within the current guidelines and this could continue to be a discussion point. The Chief felt that very little capital investment would be needed; a resident asked whether therefore we are overstocked with equipment and the Chief identified the additional officers would provide fuller coverage in the existing equipment the Department currently has within its Department. Residents asked what additional services would be provided. The Chief identified additional patrols as a deterrent.

The requests for additional fire and police staff were presented with various means for funding them including intermunicipal service sharing and grants. However most funding mechanisms necessitated

an override of Proposition 2½. While the Selectmen voted not to move forward with funding requests that would require an override, the topic of funding an SRO stayed foremost in resident's minds and citizens put forward a petition article to fund the position.

When the Public Works Department presented its budget, residents asked about optimization proposals per the Matrix Report. The Director reported that the improvements requested were not in this year's budget and would need time and money to implement. The Department expressed concerns about the costs of disposing of recycled materials. He also felt that their current building is not adequate for their needs and so a feasibility study is important.

The Sewer Commission foresees some significant costs for upgrades to the Pepperell Wastewater Treatment Facility. Residents asked about switching to sending sewer flows to Ayer but the Commissioners took a preliminary look at it and the infrastructure costs to do so would outweigh any conceivable savings.

There was a general discussion among residents about philosophies of risk budgeting versus conservative budgeting. The general consensus is that free cash should be used for major capital purchases, and so the conservative estimates of revenues as well as careful management if budgets allow a healthy capital program.

The Committee held another public meeting on February 6<sup>th</sup> to develop a strategy for budget review. A list of questions was developed and sent to the Town Manager for his review and response. It was decided to set up a joint meeting with the School Committee to discuss budget priorities. On February 27<sup>th</sup>, the Committee held another public meeting about the budget. Topics included a request from the Sustainability Committee, a revision to the levy limit calculation, funding of the Prescott School operations budget, funding of a School Resource Officer, and a review of answers to the budget questions Committee members had submitted to the Town Manager.

On March 6<sup>th</sup> and again on March 14<sup>th</sup>, the Committee met with the School Committee to discuss the budget. The School Committee gave a presentation on the proposed feasibility study of the Florence Roche School. They had applied for funding from the Massachusetts School Building Authority (MSBA) and were pleased to find that MSBA would reimburse approximately 40% of the feasibility and preliminary design, with strong indications that MSBA would fund a similar amount of the final design and construction costs. Both the School Committee and Finance Committee agreed that the district portion of the funding would appropriately come from the District's Excess and Deficiency funds and the Town would then replenish the funds as needed.

The School and Finance Committees also discussed the SRO. While the School Committee felt strongly about adding a second SRO, they felt the primary funding source should come from the municipal side of the budget and they would contribute to it. The Town has been working with the private schools to get a commitment for funding as well. The Finance Committee felt it could be funded and organized multiple ways but felt that it was important to get a commitment from Dunstable.

The School and Finance Committees also briefly continued an ongoing discussion about long-term operating capital growth rates, the use of free cash versus use of excess and deficiency funds, and employee compensation.

On March 19<sup>th</sup> the Committee attended a joint meeting with the Board of Selectmen for a presentation of the warrant. The topic of the SRO came up again and the School Committee, Selectmen, and Finance Committee all agreed that Dunstable should be responsible for funding the SRO in proportion to Dunstable's fraction of students (~22%). If Dunstable agreed then it would be funded through the budget. If Groton and Dunstable couldn't come to terms then it wouldn't be funded through the budget, the citizen's petition would move forward, and if it passed it would be advisory for the Selectmen to decide how to move forward.

The Committee met with a representative of the Senior Center Building Committee to hear their plans for the construction of the new Senior Center. The Committee also started taking positions on the articles at their meeting.

On March 29<sup>th</sup>, the Committee met again to discuss additional funding items and take positions on articles. The Committee wanted to give clear guidance that it agreed with the approach that Dunstable should pay a portion of the SRO funding. It requested that the Selectmen add a warrant article that supports funding the SRO conditional on Dunstable contributing a portion (22.97%) of the cost. The Committee continued to take positions on articles. While the Committee generally came to consensus on most budget articles, a few had dissenting votes, including the water enterprise budget and the local room occupancy tax.

The Country Club appears to be improving its financials. Residents noted that capital items were still funded through the tax levy but felt there was good progress at the Country Club and were encouraged by its current status. A few years ago, the Town implemented a plan that would allow the Town to eliminate the taxpayer subsidy associated with the Groton Country Club's operating budget. The goal was to eliminate this subsidy within three years. The approved Fiscal Year 2018 Operating Budget of the Country Club showed no taxpayer subsidy for the Club, and the improvements implemented three years ago continue to be successful. There are some exciting changes coming to the Country Club next year that will help sustain the facility. First, the Snack Shop, currently known as The Tavern, will be changing management next year. The owners of the Great Road Kitchen in Littleton will be leasing the facility from the Town and changing the name to the Groton Publick House. They will be offering a new menu and amenities that will enhance the experience at the Groton Country Club. This new agreement offers a clear advantage for the Town as the new lessees of the Snack Shop will also take ownership of the Liquor License for the Function Hall. They will be responsible for both managing the bar and purchasing liquor. The Town shall take back the responsibility for booking events at the Function Hall. Both of these changes will add to the bottom line revenues of the Club.

The Budget for Fiscal Year 2019 continues building on the anticipated success of eliminating the taxpayer subsidy in Groton Country Club operations. Please note that the requested operational budget for FY 2019 is \$398,887. The following chart shows the total budgeted expenses of the Country Club in FY 2019 and anticipated revenues that are not expected to require any taxpayer subsidy in Fiscal Year 2019:

<b><u>Item</u></b>	<b><u>FY 2019 Expense</u></b>
Country Club Salaries	\$146,466
Country Club Wages	\$112,481
Country Club Expenses	\$139,940
Capital Purchases	\$ 28,100
Wages in Operating Budget	\$ 12,296
Health Insurance	\$ 28,208
Payroll Taxes	\$ 3,708
Insurance	\$ 16,375
Building Costs	\$ 4,000
Unemployment	\$ 8,000
Sub-Total Expense	\$499,564
Less Anticipated FY 2018 Revenue	\$499,564
<b>Taxpayer Subsidy</b>	<b>\$ 0</b>

The Town has seven (7) Collective Bargaining Units. All agreements are set to expire in Fiscal Year 2018. The Town is in active negotiations with seven of the Unions and hope to conclude negotiations before the end of the Fiscal Year. Any settlements will be presented to the 2018 Fall Town Meeting for approval and appropriation. As has been the Policy of the Board of Selectmen, the three remaining three (3) By-Law employees will receive the same benefits as agreed to between the Town and the Supervisors' Union. If necessary, an update will be made at Town Meeting on any contract settlements.

Finally, the Fiscal Year 2019 Operating Budget will continue to follow the plan approved by the Board of Selectmen and Finance Committee last year in which we will continue to temporarily borrow funds to pay the debt service for the Lost Lake Fire Protection Project, Public Safety Radio Project and Four Corners Sewer Engineering. As part of this plan, instead of permanently borrowing the funds, the Town will use our Excess and Deficiency Fund ("Free Cash") to pay down principal each year, thereby paying off the debt by Fiscal Year 2028 while saving the taxpayers thousands of dollars in interest payments. In Fiscal Year 2019, we are proposing to transfer \$272,946 from Free Cash for this purpose.

Section 6-5 of the Groton Charter requires the Finance Committee to provide a report that details the differences between the Town Manager's Proposed Budget and their final Proposed Budget. The following Chart shows the differences between the budget received by the Finance Committee from the Town Manager on December 31, 2017 and the budget that will be proposed to the 2018 Spring Town Meeting:

LINE	DEPARTMENT/DESCRIPTION	ORIGINAL PROPOSED	COMMITTEE APPROVED
1022	Board of Selectmen Expenses	\$ 8,100	\$ 3,100
1080	Town Counsel Expenses	\$ 90,000	\$ 70,000
1130	Town Clerk Salaries	\$ 80,689	\$ 83,936
1300	Police Department Salaries	\$ 323,380	\$ 329,378
1301	Police Department Wages	\$ 1,665,683	\$ 1,666,539
1302	Police Department Expenses	\$ 192,449	\$ 198,849
1311	Fire Department Wages	\$ 815,401	\$ 809,601
1370	Communications Wages	\$ 479,967	\$ 480,247
1400	Nashoba Tech Operating Expenses	\$ 625,746	\$ 557,295
1410	GDRSD Operating Expenses	\$ 20,116,257	\$ 20,215,428
1501	Highway Department Wages	\$ 668,842	\$ 656,020
1550	Solid Waste Wages	\$ 128,486	\$ 128,236
3000	County Retirement	\$ 2,137,309	\$ 2,081,699
3010	Health Insurance/Employee Expenses	\$ 1,878,562	\$ 1,981,875

The following chart is a breakdown of the Finance Committee's Proposed Fiscal Year 2019 Operating Budget by function:

Category	FY 2018	FY 2019	Dollar Difference	Percentage Change
General Government	\$ 1,961,481	\$ 1,967,419	\$ 5,938	0.30%
Land Use	\$ 434,948	\$ 420,324	\$ (14,624)	-3.36%
Protection of Persons and Property	\$ 3,845,215	\$ 3,848,359	\$ 3,144	0.08%
Department of Public Works	\$ 2,136,809	\$ 2,150,451	\$ 13,642	0.64%
Library and Citizen Services	\$ 1,595,272	\$ 1,624,696	\$ 29,424	1.84%
<b>Sub-Total - Wages and Expenses</b>	<b>\$ 9,973,725</b>	<b>\$ 10,011,249</b>	<b>\$ 37,524</b>	<b>0.38%</b>
Debt Service	\$ 1,464,319	\$ 1,388,390	\$ (75,929)	-5.19%
Employee Benefits	\$ 3,842,510	\$ 4,239,834	\$ 397,324	10.34%
<b>Sub-Total - All Municipal</b>	<b>\$ 15,280,554</b>	<b>\$ 15,639,473</b>	<b>\$ 358,919</b>	<b>2.35%</b>
Nashoba Tech	\$ 607,520	\$ 557,295	\$ (50,225)	-8.27%
Groton-Dunstable Operating	\$ 19,038,970	\$ 20,215,428	\$ 1,176,458	6.18%
Groton-Dunstable Excluded Debt	\$ 1,077,059	\$ 814,060	\$ (262,999)	-24.42%
Groton-Dunstable Debt	\$ 59,835	\$ 57,181	\$ (2,654)	-4.44%
<b>Sub-Total - Education</b>	<b>\$ 20,783,384</b>	<b>\$ 21,643,964</b>	<b>\$ 860,580</b>	<b>4.14%</b>
<b>Grand Total - Town Budget</b>	<b>\$ 36,063,938</b>	<b>\$ 37,283,437</b>	<b>\$ 1,219,499</b>	<b>3.38%</b>

The total Fiscal Year 2019 Proposed Operating Budget, including Regional School Assessments and excluded debt, is \$37,283,437 or an increase of 3.38%. This proposed budget is currently \$40,000 under the anticipated FY 2019 Proposition 2½ Levy Limit. Taking into consideration the proposed Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed budget is \$40,254,329. The Fiscal Year 2018 Tax Rate has been certified at \$18.67. Based on the Proposed Budget, the estimated Tax Rate in Fiscal Year 2019 is \$19.02, or an increase of \$0.35. In Fiscal Year 2018, the average Tax Bill in the Town of Groton (based on a home valued at \$425,000) is \$7,935. Under this proposed budget, that same homeowner can expect a tax bill of \$8,084 or an increase of \$149. The following chart shows a comparison between FY 2018 and FY 2019:

	<u>Actual</u> <u>FY 2018</u>	<u>Proposed</u> <u>FY 2019</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Levy Capacity Used*	\$ 28,971,162	\$ 30,474,306	\$ 1,503,144	5.19%
Tax Rate on Levy Capacity Used	\$ 17.37	\$ 18.03	\$ 0.66	3.80%
Average Tax Bill	\$ 7,382	\$ 7,663	\$ 281	3.80%
Excluded Debt	\$ 2,172,895	\$ 1,677,855	\$ (495,040)	-22.78%
Tax Rate on Excluded Debt	\$ 1.30	\$ 0.99	\$ (0.31)	-23.85%
Average Tax Bill	\$ 553	\$ 421	\$ (132)	-23.85%
Final Levy Used	\$ 31,144,057	\$ 32,152,161	\$ 1,008,104	3.24%
Final Tax Rate	\$ 18.67	\$ 19.02	\$ 0.35	1.87%
Average Tax Bill	\$ 7,935	\$ 8,084	\$ 149	1.87%

\*The FY 2019 Levy Limit Used includes FY 2018 unexpended tax capacity of \$389,061 and \$22.5 million in New Growth

As the budget discussions unfolded there were a number of additional topics that became focal points for debate. These included proposed increases to the police and fire department budgets to improve services reflecting the changing character of the Town; sustainability of the municipal and school budgets given both internal and external pressures for employee salaries, insurance, and retirement benefits; the role of other post-employment benefits (OPEB) planning in the annual budget; capital needs of both the municipality and the schools; Union negotiations for the municipality's seven collection bargaining units; and the funding of the proposed senior center.

The Town Manager and Finance Committee would like to take this opportunity to thank the Board of Selectmen, Town Accountant Patricia DuFresne, Town Treasurer/Collector Michael Hartnett, Principal Assessor Jonathan Greeno, 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 Dr. Laura Chesson, Business Manager Michael Knight and the Groton Dunstable Regional School District Committee was extremely important in developing this budget.

The Finance Committee encourages the public to attend its meetings and contribute through asking questions, providing comments, and listening to others debate the many important financial issues before the Town today.

Respectfully submitted,

*Mark W. Haddad*

Groton Town Manager

Respectfully submitted,

*Gary Green, Chairman*

*Bud Robertson*

*Arthur Prest*

*Scott Whitefield*

*Lorraine Leonard*

*David Manugian*

*Jon Sjoberg*

Town of Groton Finance Committee

			TOWN OF GROTON		
			FISCAL YEAR 2019		
			REVENUE ESTIMATES		
			BUDGETED		
			FY 2018		CHANGE
			FY 2019		
PROPERTY TAX REVENUE			\$	29,360,225	\$ 30,514,306 \$ 1,154,081
DEBT EXCLUSIONS			\$	2,172,895	\$ 1,677,855 \$ (495,040)
CHERRY SHEET - STATE AID			\$	912,979	\$ 912,979 \$ -
UNEXPENDED TAX CAPACITY			\$	(389,061)	\$ - \$ 389,061
LOCAL RECEIPTS:					
General Revenue:					
Motor Vehicle Excise Taxes			\$	1,500,000	\$ 1,549,739 \$ 49,739
Meals Tax			\$	115,000	\$ 120,000 \$ 5,000
Penalties & Interest on Taxes			\$	90,000	\$ 90,000 \$ -
Payments in Lieu of Taxes			\$	225,000	\$ 260,000 \$ 35,000
Other Charges for Services			\$	67,000	\$ 67,000 \$ -
Fees			\$	325,000	\$ 325,000 \$ -
Rentals			\$	32,500	\$ 35,000 \$ 2,500
Library Revenues			\$	11,000	\$ 12,000 \$ 1,000
Other Departmental Revenue			\$	650,800	\$ 680,000 \$ 29,200
Licenses and Permits			\$	300,000	\$ 300,000 \$ -
Fines and Forfeits			\$	25,000	\$ 25,000 \$ -
Investment Income			\$	19,000	\$ 20,000 \$ 1,000
Recreation Revenues			\$	460,487	\$ 509,502 \$ 49,015
Miscellaneous Non-Recurring					\$ -
Sub-total - General Revenue			\$	3,820,787	\$ 3,993,241 \$ 172,454
Other Revenue:					
Free Cash			\$	192,300	\$ 272,946 \$ 80,646
Stabilization Fund for Minor Capital			\$	-	\$ - \$ -
Stabilization Fund for Tax Rate Relief			\$	-	\$ - \$ -
Capital Asset Stabilization Fund			\$	426,980	\$ 455,558 \$ 28,578
EMS/Conservation Fund Receipts Reserve			\$	225,000	\$ 225,000 \$ -
Community Preservation Funds			\$	-	\$ - \$ -
Water Department Surplus			\$	-	\$ - \$ -
Sewer Department Surplus			\$	-	\$ - \$ -
Insurance Reimbursements			\$	-	\$ - \$ -
Encumbrances			\$	-	\$ - \$ -
Sub-total - Other Revenue			\$	844,280	\$ 953,504 \$ 109,224
WATER DEPARTMENT ENTERPRISE			\$	1,131,936	\$ 1,276,333 \$ 144,397
SEWER DEPARTMENT ENTERPRISE			\$	699,840	\$ 728,139 \$ 28,299
LOCAL ACCESS CABLE ENTERPRISE			\$	206,455	\$ 204,149 \$ (2,306)
FOUR CORNER SEWER ENTERPRISE			\$	6,250	\$ 31,424
TOTAL ESTIMATED REVENUE			\$	38,766,586	\$ 40,291,929 \$ 1,525,343

<b>TOWN OF GROTON</b>		
<b>FISCAL YEAR 2019</b>		
<b>TAX LEVY CALCULATIONS</b>		
<b>FY 2019 PROPOSED EXPENDITURES</b>		
<b>Town Manager's Proposed Budget</b>		
General Government	\$	1,967,419
Land Use Departments	\$	420,324
Protection of Persons and Property	\$	3,848,359
Regional School Districts	\$	21,643,964
Department of Public Works	\$	2,150,451
Library and Citizen Services	\$	1,624,696
Debt Service	\$	1,388,390
Employee Benefits	\$	4,239,834
<b>Sub-Total - Operating Budget</b>		<b>\$ 37,283,437</b>
A. TOTAL DEPARTMENTAL BUDGET REQUESTS		<b>\$ 37,283,437</b>
B. CAPITAL BUDGET REQUESTS		<b>\$ 455,558</b>
C. ENTERPRISE FUND REQUESTS		<b>\$ 2,002,411</b>
D. COMMUNITY PRESERVATION REQUEST		
<b>OTHER AMOUNTS TO BE RAISED</b>		
1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	-
5. Total cherry sheet offsets	\$	1,000
6. Revenue deficits	\$	-
7. Offset Receipts	\$	20,000
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	200,000
10. Other		
E. TOTAL OTHER AMOUNTS TO BE RAISED		<b>\$ 221,000</b>
F. STATE AND COUNTY CHERRY SHEET CHARGES		<b>\$ 89,523</b>
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS		<b>\$ 200,000</b>
<b>TOTAL PROPOSED EXPENDITURES</b>		<b>\$ 40,251,929</b>
<b>FY 2019 ESTIMATED RECEIPTS</b>		
<b>ESTIMATED TAX LEVY</b>		
Levy Limit	\$	30,514,306
Debt Exclusion	\$	1,677,855
A. ESTIMATED TAX LEVY		<b>\$ 32,192,161</b>
B. CHERRY SHEET ESTIMATED RECEIPTS		<b>\$ 912,979</b>
C. LOCAL RECEIPTS NOT ALLOCATED		<b>\$ 3,993,241</b>
C. OFFSET RECEIPTS		<b>\$ -</b>
D. ENTERPRISE FUNDS		<b>\$ 2,240,044</b>
E. COMMUNITY PRESERVATION FUNDS		<b>\$ -</b>
F. FREE CASH		<b>\$ 272,946</b>
<b>OTHER AVAILABLE FUNDS</b>		
1. Stabilization Fund		
2. Capital Asset Fund	\$	455,558
3. EMS/Conservation Fund	\$	225,000
G. OTHER AVAILABLE FUNDS		<b>\$ 680,558</b>
<b>TOTAL ESTIMATED RECEIPTS</b>		<b>\$ 40,291,929</b>
<b>FY 2019 SURPLUS/(DEFICIT)</b>		<b>\$ 40,000</b>

APPENDIX A		TOWN OF GROTON						
		FISCAL YEAR 2019						
				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	<u>GENERAL GOVERNMENT</u>							
	<b>MODERATOR</b>							
1000	Salaries	\$ 65	\$ 65	\$ 65	\$ 65	0.00%	\$ 0.01	0.00%
1001	Expenses	\$ 19	\$ 80	\$ 80	\$ 80	0.00%	\$ 0.02	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 84</b>	<b>\$ 145</b>	<b>\$ 145</b>	<b>\$ 145</b>	<b>0.00%</b>	<b>\$ 0.03</b>	<b>0.00%</b>
	<b>BOARD OF SELECTMEN</b>							
1020	Salaries	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1022	Expenses	\$ 1,999	\$ 3,000	\$ 3,100	\$ 3,100	3.33%	\$ 0.66	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1024	Minor Capital	\$ -	\$ 27,000	\$ 27,000	\$ 27,000	0.00%	\$ 5.71	0.07%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,999</b>	<b>\$ 30,000</b>	<b>\$ 30,100</b>	<b>\$ 30,100</b>	<b>0.33%</b>	<b>\$ 6.36</b>	<b>0.08%</b>
	<b>TOWN MANAGER</b>							
1030	Salaries	\$ 196,963	\$ 204,592	\$ 207,912	\$ 207,912	1.62%	\$ 43.94	0.54%
1031	Wages	\$ 102,567	\$ 106,780	\$ 108,280	\$ 108,280	1.40%	\$ 22.88	0.28%
1032	Expenses	\$ 7,368	\$ 14,000	\$ 14,000	\$ 14,000	0.00%	\$ 2.96	0.04%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 306,898</b>	<b>\$ 325,372</b>	<b>\$ 330,192</b>	<b>\$ 330,192</b>	<b>1.48%</b>	<b>\$ 69.79</b>	<b>0.86%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
<b>FINANCE COMMITTEE</b>								
1040	Expenses	\$ -	\$ 210	\$ 210	\$ 210	0.00%	\$ 0.04	0.00%
1041	Reserve Fund	\$ 51,085	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 31.70	0.39%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 51,085</b>	<b>\$ 150,210</b>	<b>\$ 150,210</b>	<b>\$ 150,210</b>	<b>0.00%</b>	<b>\$ 31.75</b>	<b>0.39%</b>
<b>TOWN ACCOUNTANT</b>								
1050	Salaries	\$ 84,833	\$ 87,395	\$ 91,110	\$ 91,110	4.25%	\$ 19.26	0.24%
1051	Wages	\$ 42,333	\$ 44,067	\$ 44,067	\$ 44,067	0.00%	\$ 9.31	0.12%
1052	Expenses	\$ 29,744	\$ 31,185	\$ 32,140	\$ 32,140	3.06%	\$ 6.79	0.08%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 156,910</b>	<b>\$ 162,647</b>	<b>\$ 167,317</b>	<b>\$ 167,317</b>	<b>2.87%</b>	<b>\$ 35.36</b>	<b>0.44%</b>
<b>BOARD OF ASSESSORS</b>								
1060	Salaries	\$ 94,240	\$ 85,325	\$ 72,000	\$ 72,000	-15.62%	\$ 15.22	0.19%
1061	Wages	\$ 53,007	\$ 52,782	\$ 50,316	\$ 50,316	-4.67%	\$ 10.63	0.13%
1062	Expenses	\$ 16,484	\$ 23,235	\$ 22,630	\$ 22,630	-2.60%	\$ 4.78	0.06%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 163,731</b>	<b>\$ 161,342</b>	<b>\$ 144,946</b>	<b>\$ 144,946</b>	<b>-10.16%</b>	<b>\$ 30.63</b>	<b>0.38%</b>
<b>TREASURER/TAX COLLECTOR</b>								
1070	Salaries	\$ 84,125	\$ 84,966	\$ 84,125	\$ 84,125	-0.99%	\$ 17.78	0.22%
1071	Wages	\$ 100,162	\$ 104,658	\$ 104,658	\$ 104,658	0.00%	\$ 22.12	0.27%
1072	Expenses	\$ 20,040	\$ 22,855	\$ 21,865	\$ 21,865	-4.33%	\$ 4.62	0.06%
1073	Tax Title	\$ 3,333	\$ 4,500	\$ 4,500	\$ 4,500	0.00%	\$ 0.95	0.01%
1074	Bond Cost	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	20.00%	\$ 1.27	0.02%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 212,660</b>	<b>\$ 221,979</b>	<b>\$ 221,148</b>	<b>\$ 221,148</b>	<b>-0.37%</b>	<b>\$ 46.74</b>	<b>0.58%</b>

		FY 2017	FY 2018	FY 2019	FY 2019		FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	<b>TOWN COUNSEL</b>							
1080	Expenses	\$ 61,574	\$ 90,000	\$ 70,000	\$ 70,000	-22.22%	\$ 14.79	0.18%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 61,574</b>	<b>\$ 90,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>-22.22%</b>	<b>\$ 14.79</b>	<b>0.18%</b>
	<b>HUMAN RESOURCES</b>							
1090	Salary	\$ 73,201	\$ 75,412	\$ 75,412	\$ 75,412	0.00%	\$ 15.94	0.20%
1091	Expenses	\$ 8,764	\$ 9,550	\$ 10,000	\$ 10,000	4.71%	\$ 2.11	0.03%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 81,965</b>	<b>\$ 84,962</b>	<b>\$ 85,412</b>	<b>\$ 85,412</b>	<b>0.53%</b>	<b>\$ 18.05</b>	<b>0.22%</b>
	<b>INFORMATION TECHNOLOGY</b>							
1100	Salary	\$ 100,814	\$ 104,888	\$ 104,888	\$ 104,888	0.00%	\$ 22.17	0.27%
1101	Wages	\$ 37,205	\$ 48,254	\$ 54,288	\$ 54,288	12.50%	\$ 11.47	0.14%
1102	Expenses	\$ 21,094	\$ 24,800	\$ 24,800	\$ 24,800	0.00%	\$ 5.24	0.06%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 159,113</b>	<b>\$ 177,942</b>	<b>\$ 183,976</b>	<b>\$ 183,976</b>	<b>3.39%</b>	<b>\$ 38.88</b>	<b>0.48%</b>
	<b>GIS STEERING COMMITTEE</b>							
1120	Expenses	\$ 5,411	\$ 15,100	\$ 18,600	\$ 18,600	23.18%	\$ 3.93	0.05%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 5,411</b>	<b>\$ 15,100</b>	<b>\$ 18,600</b>	<b>\$ 18,600</b>	<b>23.18%</b>	<b>\$ 3.93</b>	<b>0.05%</b>
	<b>TOWN CLERK</b>							
1130	Salaries	\$ 77,556	\$ 80,689	\$ 83,936	\$ 83,936	4.02%	\$ 17.74	0.22%
1131	Wages	\$ 52,166	\$ 58,589	\$ 58,731	\$ 58,731	0.24%	\$ 12.41	0.15%
1132	Expenses	\$ 7,310	\$ 11,515	\$ 11,690	\$ 11,690	1.52%	\$ 2.47	0.03%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 137,032</b>	<b>\$ 150,793</b>	<b>\$ 154,357</b>	<b>\$ 154,357</b>	<b>2.36%</b>	<b>\$ 32.62</b>	<b>0.40%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
<b>ELECTIONS &amp; BOARD OF REGISTRARS</b>								
1140	Stipend	\$ 9,707	\$ 5,408	\$ 14,346	\$ 14,346	165.27%	\$ 3.03	0.04%
1141	Expenses	\$ 7,173	\$ 6,831	\$ 11,070	\$ 11,070	62.06%	\$ 2.34	0.03%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 16,880</b>	<b>\$ 12,239</b>	<b>\$ 25,416</b>	<b>\$ 25,416</b>	<b>107.66%</b>	<b>\$ 5.37</b>	<b>0.07%</b>
<b>STREET LISTINGS</b>								
1150	Expenses	\$ 5,841	\$ 6,250	\$ 5,100	\$ 5,100	-18.40%	\$ 1.08	0.01%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 5,841</b>	<b>\$ 6,250</b>	<b>\$ 5,100</b>	<b>\$ 5,100</b>	<b>-18.40%</b>	<b>\$ 1.08</b>	<b>0.01%</b>
<b>INSURANCE &amp; BONDING</b>								
1160	Insurance & Bonding	\$ 199,042	\$ 222,000	\$ 230,000	\$ 230,000	3.60%	\$ 48.61	0.60%
1161	Insurance Deductible Reserve - Liability	\$ 3,131	\$ 12,000	\$ 12,000	\$ 12,000	0.00%	\$ 2.54	0.03%
1162	Insurance Deductible Reserve - 111F	\$ 14,484	\$ 25,000	\$ 25,000	\$ 25,000	0.00%	\$ 5.28	0.07%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 216,657</b>	<b>\$ 259,000</b>	<b>\$ 267,000</b>	<b>\$ 267,000</b>	<b>3.09%</b>	<b>\$ 56.43</b>	<b>0.70%</b>
<b>TOWN REPORT</b>								
1170	Expenses	\$ 1,407	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,407</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>0.00%</b>	<b>\$ 0.32</b>	<b>0.00%</b>

		FY 2017	FY 2018	FY 2019	FY 2019		FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
<b>POSTAGE/TOWN HALL EXPENSES</b>								
1180	Expenses	\$ 52,726	\$ 55,000	\$ 55,000	\$ 55,000	0.00%	\$ 11.62	0.14%
1181	Telephone Expenses	\$ 31,566	\$ 40,000	\$ 40,000	\$ 40,000	0.00%	\$ 8.45	0.10%
1182	Office Supplies	\$ 11,697	\$ 17,000	\$ 17,000	\$ 17,000	0.00%	\$ 3.59	0.04%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 95,989</b>	<b>\$ 112,000</b>	<b>\$ 112,000</b>	<b>\$ 112,000</b>	<b>0.00%</b>	<b>\$ 23.67</b>	<b>0.29%</b>
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 1,675,236</b>	<b>\$ 1,961,481</b>	<b>\$ 1,967,419</b>	<b>\$ 1,967,419</b>	<b>0.30%</b>	<b>\$ 415.81</b>	<b>5.14%</b>
	<b>LAND USE DEPARTMENTS</b>							
<b>CONSERVATION COMMISSION</b>								
1200	Salary	\$ 66,118	\$ 68,789	\$ 63,240	\$ 63,240	-8.07%	\$ 13.37	0.17%
1201	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1202	Expenses	\$ 5,480	\$ 6,699	\$ 6,724	\$ 6,724	0.37%	\$ 1.42	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 71,598</b>	<b>\$ 75,488</b>	<b>\$ 69,964</b>	<b>\$ 69,964</b>	<b>-7.32%</b>	<b>\$ 14.79</b>	<b>0.18%</b>
<b>PLANNING BOARD</b>								
1210	Salaries	\$ 75,567	\$ 82,192	\$ 76,500	\$ 76,500	-6.93%	\$ 16.17	0.20%
1211	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1212	Expenses	\$ 5,695	\$ 7,850	\$ 7,850	\$ 7,850	0.00%	\$ 1.66	0.02%
1215	M.R.P.C. Assessment	\$ 3,402	\$ 3,488	\$ 3,600	\$ 3,600	3.21%	\$ 0.76	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 84,664</b>	<b>\$ 93,530</b>	<b>\$ 87,950</b>	<b>\$ 87,950</b>	<b>-5.97%</b>	<b>\$ 18.59</b>	<b>0.23%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
<b>ZONING BOARD OF APPEALS</b>								
1220	Wages	\$ 18,810	\$ 19,285	\$ 19,285	\$ 19,285	0.00%	\$ 4.08	0.05%
1221	Expenses	\$ 757	\$ 1,700	\$ 1,700	\$ 1,700	0.00%	\$ 0.36	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 19,567</b>	<b>\$ 20,985</b>	<b>\$ 20,985</b>	<b>\$ 20,985</b>	<b>0.00%</b>	<b>\$ 4.44</b>	<b>0.05%</b>
<b>HISTORIC DISTRICT COMMISSION</b>								
1230	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>BUILDING INSPECTOR</b>								
1240	Salaries	\$ 82,475	\$ 84,966	\$ 84,125	\$ 84,125	-0.99%	\$ 17.78	0.22%
1241	Wages	\$ 62,013	\$ 61,636	\$ 56,949	\$ 56,949	-7.60%	\$ 12.04	0.15%
1242	Expenses	\$ 1,623	\$ 3,500	\$ 3,500	\$ 3,500	0.00%	\$ 0.74	0.01%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 146,111</b>	<b>\$ 150,102</b>	<b>\$ 144,574</b>	<b>\$ 144,574</b>	<b>-3.68%</b>	<b>\$ 30.56</b>	<b>0.38%</b>
<b>MECHANICAL INSPECTOR</b>								
1250	Fee Salaries	\$ 31,530	\$ 30,000	\$ 30,000	\$ 30,000	0.00%	\$ 6.34	0.08%
1251	Expenses	\$ 3,724	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.06	0.01%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 35,254</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>0.00%</b>	<b>\$ 7.40</b>	<b>0.09%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
<b>EARTH REMOVAL INSPECTOR</b>								
1260	Stipend	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
1261	Expenses	\$ 100	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>	<b>0.00%</b>	<b>\$ 0.34</b>	<b>0.00%</b>
<b>BOARD OF HEALTH</b>								
1270	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1271	Expenses	\$ 718	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.21	0.00%
1272	Nursing Services	\$ -	\$ 11,325	\$ 11,892	\$ 11,892	5.01%	\$ 2.51	0.03%
1273	Nashoba Health District	\$ 42,423	\$ 24,818	\$ 26,059	\$ 26,059	5.00%	\$ 5.51	0.07%
1274	Herbert Lipton MH	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0.00%	\$ 1.69	0.02%
1275	Eng/Consult/Landfill Monitoring	\$ 9,677	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.11	0.03%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 60,818</b>	<b>\$ 55,143</b>	<b>\$ 56,951</b>	<b>\$ 56,951</b>	<b>3.28%</b>	<b>\$ 12.04</b>	<b>0.15%</b>
<b>SEALER OF WEIGHTS &amp; MEASURES</b>								
1280	Fee Salaries	\$ 2,610	\$ 3,000	\$ 3,200	\$ 3,200	6.67%	\$ 0.68	0.01%
1281	Expenses	\$ -	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 2,610</b>	<b>\$ 3,100</b>	<b>\$ 3,300</b>	<b>\$ 3,300</b>	<b>6.45%</b>	<b>\$ 0.70</b>	<b>0.01%</b>
<b>TOTAL LAND USE DEPARTMENTS</b>		<b>\$ 422,222</b>	<b>\$ 434,948</b>	<b>\$ 420,324</b>	<b>\$ 420,324</b>	<b>-3.36%</b>	<b>\$ 88.84</b>	<b>1.10%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<b><u>PROTECTION OF PERSONS AND PROPERTY</u></b>							
	<b>POLICE DEPARTMENT</b>							
1300	Salaries	\$ 316,053	\$ 320,822	\$ 329,378	\$ 329,378	2.67%	\$ 69.61	0.86%
1301	Wages	\$ 1,659,348	\$ 1,666,539	\$ 1,666,539	\$ 1,666,539	0.00%	\$ 352.22	4.36%
1302	Expenses	\$ 182,117	\$ 192,449	\$ 198,849	\$ 198,849	3.33%	\$ 42.03	0.52%
1303	Lease or Purchase of Cruisers	\$ 3,960	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.85	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1305	Minor Capital	\$ 11,985	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.23	0.05%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 2,173,463</b>	<b>\$ 2,203,810</b>	<b>\$ 2,218,766</b>	<b>\$ 2,218,766</b>	<b>0.68%</b>	<b>\$ 468.93</b>	<b>5.80%</b>
	<b>FIRE DEPARTMENT</b>							
1310	Salaries	\$ 102,792	\$ 113,086	\$ 116,479	\$ 116,479	3.00%	\$ 24.62	0.30%
1311	Wages	\$ 702,084	\$ 807,333	\$ 809,601	\$ 809,601	0.28%	\$ 171.11	2.12%
1312	Expenses	\$ 163,038	\$ 168,300	\$ 168,300	\$ 168,300	0.00%	\$ 35.57	0.44%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 967,914</b>	<b>\$ 1,088,719</b>	<b>\$ 1,094,380</b>	<b>\$ 1,094,380</b>	<b>0.52%</b>	<b>\$ 231.30</b>	<b>2.86%</b>
	<b>GROTON WATER FIRE PROTECTION</b>							
1320	West Groton Water District	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
1321	Groton Water Department	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ -</b>	<b>\$ 2</b>	<b>\$ 2</b>	<b>\$ 2</b>	<b>0.00%</b>	<b>\$ 0.00</b>	<b>0.00%</b>
	<b>ANIMAL INSPECTOR</b>							
1330	Salary	\$ 2,070	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.44	0.01%
1331	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.08	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 2,070</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>0.00%</b>	<b>\$ 0.52</b>	<b>0.01%</b>

		FY 2017	FY 2018	FY 2019	FY 2019		FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	<b>ANIMAL CONTROL OFFICER</b>							
1340	Salary	\$ 2,070	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.44	0.01%
1341	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.08	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 2,070</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>\$ 2,482</b>	<b>0.00%</b>	<b>\$ 0.52</b>	<b>0.01%</b>
	<b>EMERGENCY MANAGEMENT AGENCY</b>							
1350	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1351	Expenses	\$ 8,991	\$ 12,750	\$ 12,750	\$ 12,750	0.00%	\$ 2.69	0.03%
1352	Minor Capital	\$ -	\$ 18,500	\$ -	\$ -	-100.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 8,991</b>	<b>\$ 31,250</b>	<b>\$ 12,750</b>	<b>\$ 12,750</b>	<b>-59.20%</b>	<b>\$ 2.69</b>	<b>0.03%</b>
	<b>DOG OFFICER</b>							
1360	Salary	\$ 13,456	\$ 13,973	\$ 15,000	\$ 15,000	7.35%	\$ 3.17	0.04%
1361	Expenses	\$ 2,321	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.85	0.01%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 15,777</b>	<b>\$ 17,973</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>5.71%</b>	<b>\$ 4.02</b>	<b>0.05%</b>
	<b>POLICE &amp; FIRE COMMUNICATIONS</b>							
1370	Wages	\$ 302,859	\$ 480,247	\$ 480,247	\$ 480,247	0.00%	\$ 101.50	1.26%
1371	Expenses	\$ 17,352	\$ 18,250	\$ 18,250	\$ 18,250	0.00%	\$ 3.86	0.05%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 320,211</b>	<b>\$ 498,497</b>	<b>\$ 498,497</b>	<b>\$ 498,497</b>	<b>0.00%</b>	<b>\$ 105.36</b>	<b>1.30%</b>
	<b>TOTAL PROTECTION OF PERSONS AND PROPERTY</b>	<b>\$ 3,490,496</b>	<b>\$ 3,845,215</b>	<b>\$ 3,848,359</b>	<b>\$ 3,848,359</b>	<b>0.08%</b>	<b>\$ 813.35</b>	<b>10.06%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<b><u>REGIONAL SCHOOL DISTRICT BUDGETS</u></b>							
	<b>NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL</b>							
1400	Operating Expenses	\$ 570,080	\$ 607,520	\$ 557,295	\$ 557,295	-8.27%	\$ 117.78	1.46%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 570,080</b>	<b>\$ 607,520</b>	<b>\$ 557,295</b>	<b>\$ 557,295</b>	<b>-8.27%</b>	<b>\$ 117.78</b>	<b>1.46%</b>
	<b>GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT</b>							
1410	Operating Expenses	\$ 19,507,139	\$ 19,038,970	\$ 20,215,428	\$ 20,215,428	6.18%	\$ 4,272.51	52.85%
1411	Debt Service, Excluded	\$ -	\$ 1,077,059	\$ 814,060	\$ 814,060	-24.42%	\$ 172.05	2.13%
1412	Debt Service, Unexcluded	\$ -	\$ 59,835	\$ 57,181	\$ 57,181	-4.44%	\$ 12.09	0.15%
1413	Out of District Placement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 19,507,139</b>	<b>\$ 20,175,864</b>	<b>\$ 21,086,669</b>	<b>\$ 21,086,669</b>	<b>4.51%</b>	<b>\$ 4,456.65</b>	<b>55.13%</b>
	<b>TOTAL SCHOOLS</b>	<b>\$ 20,077,219</b>	<b>\$ 20,783,384</b>	<b>\$ 21,643,964</b>	<b>\$ 21,643,964</b>	<b>4.14%</b>	<b>\$ 4,574.43</b>	<b>56.59%</b>
	<b><u>DEPARTMENT OF PUBLIC WORKS</u></b>							
	<b>HIGHWAY DEPARTMENT</b>							
1500	Salaries	\$ 99,851	\$ 103,824	\$ 103,824	\$ 103,824	0.00%	\$ 21.94	0.27%
1501	Wages	\$ 607,880	\$ 656,020	\$ 656,020	\$ 656,020	0.00%	\$ 138.65	1.72%
1502	Expenses	\$ 156,055	\$ 134,300	\$ 134,300	\$ 134,300	0.00%	\$ 28.38	0.35%
1503	Highway Maintenance	\$ 79,253	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 19.02	0.24%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 943,039</b>	<b>\$ 984,144</b>	<b>\$ 984,144</b>	<b>\$ 984,144</b>	<b>0.00%</b>	<b>\$ 208.00</b>	<b>2.57%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<b>STREET LIGHTS</b>							
1510	Expenses	\$ 12,500	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	\$ 3.17	0.04%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 12,500</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>0.00%</b>	<b>\$ 3.17</b>	<b>0.04%</b>
	<b>SNOW AND ICE</b>							
1520	Expenses	\$ 329,121	\$ 165,000	\$ 165,000	\$ 165,000	0.00%	\$ 34.87	0.43%
1521	Overtime	\$ 152,892	\$ 140,000	\$ 140,000	\$ 140,000	0.00%	\$ 29.59	0.37%
1522	Hired Equipment	\$ 116,132	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.40	0.09%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 598,145</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>0.00%</b>	<b>\$ 71.86</b>	<b>0.89%</b>
	<b>TREE WARDEN BUDGET</b>							
1530	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1531	Expenses	\$ 2,999	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.63	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
1533	Tree Work	\$ 11,500	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.11	0.03%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 14,499</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>0.00%</b>	<b>\$ 3.06</b>	<b>0.04%</b>
	<b>MUNICIPAL BUILDING AND PROPERTY MAINTENANCE</b>							
1540	Wages	\$ 86,718	\$ 90,325	\$ 131,626	\$ 131,626	45.72%	\$ 27.82	0.34%
1541	Expenses	\$ 259,727	\$ 280,850	\$ 260,850	\$ 260,850	-7.12%	\$ 55.13	0.68%
1542	Minor Capital	\$ 20,000	\$ 25,000	\$ 20,000	\$ 20,000	-20.00%	\$ 4.23	0.05%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 366,445</b>	<b>\$ 396,175</b>	<b>\$ 412,476</b>	<b>\$ 412,476</b>	<b>4.11%</b>	<b>\$ 87.18</b>	<b>1.08%</b>

		FY 2017	FY 2018	FY 2019	FY 2019		FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	<b>SOLID WASTE DISPOSAL</b>							
1550	Wages	\$ 119,357	\$ 128,236	\$ 128,236	\$ 128,236	0.00%	\$ 27.10	0.34%
1551	Expenses	\$ 53,542	\$ 54,486	\$ 44,486	\$ 44,486	-18.35%	\$ 9.40	0.12%
1552	Tipping Fees	\$ 129,998	\$ 130,000	\$ 130,000	\$ 130,000	0.00%	\$ 27.48	0.34%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.24	0.02%
1554	Minor Capital	\$ 5,000	\$ -	\$ 10,000	\$ 10,000	0.00%	\$ 2.11	0.03%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 313,747</b>	<b>\$ 318,572</b>	<b>\$ 318,572</b>	<b>\$ 318,572</b>	<b>0.00%</b>	<b>\$ 67.33</b>	<b>0.83%</b>
	<b>PARKS DEPARTMENT</b>							
1560	Wages	\$ 2,538	\$ 2,659	\$ -	\$ -	-100.00%	\$ -	0.00%
1561	Expenses	\$ 60,849	\$ 65,759	\$ 65,759	\$ 65,759	0.00%	\$ 13.90	0.17%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 63,387</b>	<b>\$ 68,418</b>	<b>\$ 65,759</b>	<b>\$ 65,759</b>	<b>-3.89%</b>	<b>\$ 13.90</b>	<b>0.17%</b>
	<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>	<b>\$ 2,311,762</b>	<b>\$ 2,136,809</b>	<b>\$ 2,150,451</b>	<b>\$ 2,150,451</b>	<b>0.64%</b>	<b>\$ 454.50</b>	<b>5.62%</b>
	<b>LIBRARY AND CITIZEN'S SERVICES</b>							
	<b>COUNCIL ON AGING</b>							
1600	Salaries	\$ 70,668	\$ 73,524	\$ 73,524	\$ 73,524	0.00%	\$ 15.54	0.19%
1601	Wages	\$ 55,350	\$ 69,809	\$ 72,785	\$ 72,785	4.26%	\$ 15.38	0.19%
1602	Expenses	\$ 8,261	\$ 8,454	\$ 8,454	\$ 8,454	0.00%	\$ 1.79	0.02%
1603	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 134,279</b>	<b>\$ 151,787</b>	<b>\$ 154,763</b>	<b>\$ 154,763</b>	<b>1.96%</b>	<b>\$ 32.71</b>	<b>0.40%</b>

		FY 2017	FY 2018	FY 2019	FY 2019		FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
<b>SENIOR CENTER VAN</b>								
1610	Wages	\$ 46,896	\$ 59,892	\$ 59,580	\$ 59,580	-0.52%	\$ 12.59	0.16%
1611	Expenses	\$ 6,528	\$ 17,673	\$ 17,673	\$ 17,673	0.00%	\$ 3.74	0.05%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 53,424	\$ 77,565	\$ 77,253	\$ 77,253	-0.40%	\$ 16.33	0.20%
<b>VETERAN'S SERVICE OFFICER</b>								
1620	Salary	\$ 3,484	\$ 3,485	\$ 5,000	\$ 5,000	43.47%	\$ 1.06	0.01%
1621	Expenses	\$ 65	\$ 600	\$ 1,100	\$ 1,100	83.33%	\$ 0.23	0.00%
1622	Veterans' Benefits	\$ 39,876	\$ 50,000	\$ 50,000	\$ 50,000	0.00%	\$ 10.57	0.13%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
<b>DEPARTMENT TOTAL</b>								
		\$ 43,425	\$ 54,085	\$ 56,100	\$ 56,100	3.73%	\$ 11.86	0.15%
<b>GRAVES REGISTRATION</b>								
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.00%	\$ 0.05	0.00%
1631	Expenses	\$ 760	\$ 760	\$ 760	\$ 760	0.00%	\$ 0.16	0.00%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	0.00%	\$ 0.21	0.00%
<b>CARE OF VETERAN GRAVES</b>								
1640	Contract Expenses	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
<b>OLD BURYING GROUND COMMITTEE</b>								
1650	Expenses	\$ 800	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 800	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<b>LIBRARY</b>							
1660	Salary	\$ 357,628	\$ 367,248	\$ 367,248	\$ 367,248	0.00%	\$ 77.62	0.96%
1661	Wages	\$ 291,991	\$ 316,472	\$ 317,936	\$ 317,936	0.46%	\$ 67.20	0.83%
1662	Expenses	\$ 200,010	\$ 195,621	\$ 200,498	\$ 200,498	2.49%	\$ 42.38	0.52%
1663	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 849,629</b>	<b>\$ 879,341</b>	<b>\$ 885,682</b>	<b>\$ 885,682</b>	<b>0.72%</b>	<b>\$ 187.19</b>	<b>2.32%</b>
	<b>COMMEMORATIONS &amp; CELEBRATIONS</b>							
1670	Expenses	\$ 483	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 483</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>0.00%</b>	<b>\$ 0.11</b>	<b>0.00%</b>
	<b>WATER SAFETY</b>							
1680	Wages	\$ 1,999	\$ 2,640	\$ 4,200	\$ 4,200	59.09%	\$ 0.89	0.01%
1681	Expenses and Minor Capital	\$ 5,489	\$ 27,989	\$ 28,747	\$ 28,747	2.71%	\$ 6.08	0.08%
1682	Property Maint. & Improvements	\$ -	\$ 9,000	\$ 9,000	\$ 9,000	0.00%	\$ 1.90	0.02%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 7,488</b>	<b>\$ 39,629</b>	<b>\$ 41,947</b>	<b>\$ 41,947</b>	<b>5.85%</b>	<b>\$ 8.87</b>	<b>0.11%</b>
	<b>WEED MANAGEMENT</b>							
1690	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 4,429	\$ 7,000	\$ 7,000	\$ 7,000	0.00%	\$ 1.48	0.02%
1692	Expenses: Great Lakes	\$ 63	\$ 2,385	\$ 2,385	\$ 2,385	0.00%	\$ 0.50	0.01%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 4,492</b>	<b>\$ 9,385</b>	<b>\$ 9,385</b>	<b>\$ 9,385</b>	<b>0.00%</b>	<b>\$ 1.98</b>	<b>0.02%</b>

		FY 2017	FY 2018	FY 2019	FY 2019		FY 2019	FY 2019
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
<b>GROTON COUNTRY CLUB</b>								
1700	Salary	\$ 137,749	\$ 143,285	\$ 143,285	\$ 143,285	0.00%	\$ 30.28	0.37%
1701	Wages	\$ 112,946	\$ 113,881	\$ 112,481	\$ 112,481	-1.23%	\$ 23.77	0.29%
1702	Expenses	\$ 151,862	\$ 122,454	\$ 139,940	\$ 139,940	14.28%	\$ 29.58	0.37%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 402,557	\$ 379,620	\$ 395,706	\$ 395,706	4.24%	\$ 83.63	1.03%
<b>TOTAL LIBRARY AND CITIZEN SERVICES</b>		<b>\$ 1,499,138</b>	<b>\$ 1,595,272</b>	<b>\$ 1,624,696</b>	<b>\$ 1,624,696</b>	<b>1.84%</b>	<b>\$ 343.38</b>	<b>4.25%</b>
<b>DEBT SERVICE</b>								
<b>DEBT SERVICE</b>								
2000	Long Term Debt - Principal Excluded	\$ 988,600	\$ 892,210	\$ 682,210	\$ 682,210	-23.54%	\$ 144.18	1.78%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 36,391	\$ 40,040	\$ 40,040	10.03%	\$ 8.46	0.10%
2002	Long Term Debt - Interest - Excluded	\$ 237,780	\$ 205,609	\$ 183,235	\$ 183,235	-10.88%	\$ 38.73	0.48%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 4,909	\$ 3,148	\$ 3,148	-35.87%	\$ 0.67	0.01%
2006	Short Term Debt - Principal - Town	\$ -	\$ 294,100	\$ 429,438	\$ 429,438	46.02%	\$ 90.76	1.12%
2007	Short Term Debt - Interest - Town	\$ 17,808	\$ 31,100	\$ 50,319	\$ 50,319	61.80%	\$ 10.63	0.13%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 1,244,188	\$ 1,464,319	\$ 1,388,390	\$ 1,388,390	-5.19%	\$ 293.43	3.63%
<b>TOTAL DEBT SERVICE</b>		<b>\$ 1,244,188</b>	<b>\$ 1,464,319</b>	<b>\$ 1,388,390</b>	<b>\$ 1,388,390</b>	<b>-5.19%</b>	<b>\$ 293.43</b>	<b>3.63%</b>
<b>EMPLOYEE BENEFITS</b>								
<b>EMPLOYEE BENEFITS</b>								
<b>GENERAL BENEFITS</b>								
3000	County Retirement	\$ 1,839,040	\$ 1,966,279	\$ 2,081,699	\$ 2,081,699	5.87%	\$ 439.97	5.44%
3001	State Retirement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
3002	Unemployment Compensation	\$ 27,965	\$ 41,140	\$ 35,000	\$ 35,000	-14.92%	\$ 7.40	0.09%
<b>INSURANCE</b>								
3010	Health Insurance/Employee Expenses	\$ 1,331,701	\$ 1,704,000	\$ 1,981,875	\$ 1,981,875	16.31%	\$ 418.87	5.18%
3011	Life Insurance	\$ 2,958	\$ 3,160	\$ 3,160	\$ 3,160	0.00%	\$ 0.67	0.01%
3012	Medicare/Social Security	\$ 115,210	\$ 127,931	\$ 138,100	\$ 138,100	7.95%	\$ 29.19	0.36%
<b>DEPARTMENTAL TOTAL</b>								
		\$ 3,316,874	\$ 3,842,510	\$ 4,239,834	\$ 4,239,834	10.34%	\$ 896.08	11.08%
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>\$ 3,316,874</b>	<b>\$ 3,842,510</b>	<b>\$ 4,239,834</b>	<b>\$ 4,239,834</b>	<b>10.34%</b>	<b>\$ 896.08</b>	<b>11.08%</b>

				FY 2019	FY 2019		FY 2019	FY 2019
		FY 2017	FY 2018	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>ADDITIONAL APPROPRIATIONS</u>							
<b>ADDITIONAL APPROPRIATIONS</b>								
	Capital Budget Request	\$ 426,980	\$ 516,692	\$ 455,558	\$ 455,558	-11.83%	\$ 96.28	1.19%
	Offset Reciepts	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.23	0.05%
	Cherry Sheet Offsets	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.21	0.00%
	Snow and Ice Deficit	\$ 100,000	\$ 208,145	\$ 200,000	\$ 200,000	-3.91%	\$ 42.27	0.52%
	State and County Charges	\$ 100,000	\$ 89,523	\$ 89,523	\$ 89,523	0.00%	\$ 18.92	0.23%
	Allowance for Abatements/Exemptions	\$ 225,000	\$ 100,000	\$ 200,000	\$ 200,000	100.00%	\$ 42.27	0.52%
	<b>DEPARTMENTAL TOTAL</b>	<b>\$ 872,980</b>	<b>\$ 935,360</b>	<b>\$ 966,081</b>	<b>\$ 966,081</b>	<b>3.28%</b>	<b>\$ 204.18</b>	<b>2.53%</b>
	<b>GRAND TOTAL - TOWN BUDGET</b>	<b>\$ 34,910,115</b>	<b>\$ 36,999,298</b>	<b>\$ 38,249,518</b>	<b>\$ 38,249,518</b>	<b>3.38%</b>	<b>\$ 8,084</b>	<b>100.00%</b>

FY 2019 ENTERPRISE FUND BUDGETS							
					FY 2019	FY 2019	
		FY 2016	FY 2017	FY 2018	DEPARTMENT	TOWN MANAGER	PERCENT
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	ACTUAL	APPROPRIATED	REQUEST	BUDGET	CHANGE
WATER DEPARTMENT							
	WD Salaries	\$ 119,042	\$ 122,031	\$ 125,982	\$ 124,102	\$ 124,102	-1.49%
	WD Wages	\$ 163,434	\$ 171,307	\$ 166,409	\$ 216,134	\$ 216,134	29.88%
	WD Expenses	\$ 445,905	\$ 619,773	\$ 441,500	\$ 535,704	\$ 535,704	21.34%
	WD Debt Service	\$ 358,850	\$ 356,716	\$ 398,045	\$ 400,393	\$ 400,393	0.59%
100	DEPARTMENTAL TOTAL	\$ 1,087,231	\$ 1,269,827	\$ 1,131,936	\$ 1,276,333	\$ 1,276,333	12.76%
SEWER DEPARTMENT							
	Sewer Salaries	\$ 18,026	\$ 18,301	\$ 19,440	\$ 19,440	\$ 19,440	0.00%
	Sewer Wages	\$ 26,851	\$ 34,079	\$ 32,053	\$ 36,540	\$ 36,540	14.00%
	Sewer Expense	\$ 516,494	\$ 619,440	\$ 606,753	\$ 633,821	\$ 633,821	4.46%
	Sewer Debt Service	\$ 41,418	\$ 4,938	\$ 41,594	\$ 38,338	\$ 38,338	-7.83%
200	DEPARTMENTAL TOTAL	\$ 602,789	\$ 676,758	\$ 699,840	\$ 728,139	\$ 728,139	4.04%
FOUR CORNERS SEWER DEPARTMENT							
	Four Corners Sewer Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Four Corners Sewer Wages	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Four Corners Sewer Expense	\$ -	\$ -	\$ 6,250	\$ 31,424	\$ 31,424	402.78%
	Four Corners Sewer Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
300	DEPARTMENTAL TOTAL	\$ -	\$ -	\$ 6,250	\$ 31,424	\$ 31,424	402.78%
LOCAL ACCESS CABLE DEPARTMENT							
	Cable Salaries	\$ 65,500	\$ 67,795	\$ 70,171	\$ 70,421	\$ 70,421	0.36%
	Cable Wages	\$ 46,397	\$ 41,188	\$ 50,945	\$ 50,945	\$ 50,945	0.00%
	Cable Expenses	\$ 50,767	\$ 62,862	\$ 75,339	\$ 72,783	\$ 72,783	-3.39%
	Cable Minor Capital	\$ 31,265	\$ 45,187	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
400	DEPARTMENTAL TOTAL	\$ 193,929	\$ 217,032	\$ 206,455	\$ 204,149	\$ 204,149	-1.12%
TOTAL ENTERPRISE FUNDS		\$ 1,883,949	\$ 2,163,617	\$ 2,044,480	\$ 2,240,044	\$ 2,240,044	9.57%

		<b>APPENDIX B</b>			<b>FACTOR:</b>	<b>1.0000</b>
		<b>Town of Groton Personnel By-Law</b>				
		<b>Wage and Classification Schedule</b>				
		<b>Fiscal Year 2019 (Effective July 1, 2018)</b>				
<b>Grade</b>	<b>Position Title</b>	<b>Low</b>				<b>High</b>
4	<b>Salary</b>					
		36,649				45,355
	<b>Wages</b>					
		17.64				21.80
5	<b>Salary</b>					
		38,741				47,951
	<b>Wages</b>					
		18.64				23.06
7	<b>Salary</b>					
		44,796				56,742
	<b>Wages</b>					
		22.05				27.27
8	<b>Salary</b>					
		50,854				62,966
	<b>Wages</b>					
		24.45				30.27
9	<b>Salary</b>					
	Executive Assistant to Town Manager	52,080				64,446
	<b>Wages</b>					
		25.04				30.99
10	<b>Salary</b>					
		59,729				73,908
	<b>Wages</b>					
		28.72				38.60
11	<b>Salary</b>					
	Human Resources Director	64,167				79,406
	<b>Wages</b>					
		30.86				38.18
12	<b>Salary</b>					
		64,361				79,684
	<b>Wages</b>					
		30.96				38.32

		<b>APPENDIX B</b>			<b>FACTOR:</b>	<b>1.0000</b>
		<b>Town of Groton Personnel By-Law</b>				
		<b>Wage and Classification Schedule</b>				
		<b>Fiscal Year 2019 (Effective July 1, 2018)</b>				
<b>Grade</b>	<b>Position Title</b>	<b>Low</b>				<b>High</b>
13	<b>Salary</b>	66,093				81,777
	<b>Wages</b>	31.78				39.33
14	<b>Salary</b>	66,649				82,475
	<b>Wages</b>	32.05				39.65
15	<b>Salary</b>	70,281				86,968
	<b>Wages</b>	33.78				41.81
16	<b>Salary</b>	72,819				90,163
	<b>Wages</b>	35.01				43.33
17	<b>Salary</b>	81,581				100,924
	<b>Wages</b>	39.22				48.53
18	<b>Salary</b>	88,225				109,186
	IT Director					
	<b>Wages</b>	42.42				52.50
19	<b>Salary</b>	90,542				112,032
	<b>Wages</b>	43.52				53.88
20	<b>Salary</b>	97,084				119,399
	<b>Wages</b>	46.68				57.41

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

## This image shows a full page of blank white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page, providing a template for writing or drawing. There are no margins, text, or other markings present.



# Groton Town Meeting Amendment Work Sheet

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

☐

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

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

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

*See instructions and information on reverse*

## Continuation


### Instructions for using this form:

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

From the *Groton Town Meeting Procedures* booklet:

### Amendments

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

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

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

### General Information:

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

**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:

<b>Department Name</b>	<b>Vacancies</b>
Agricultural Commission	1
Archives Committee	5
Commission on Accessibility	1
Community Preservation Committee	1
Complete Streets Committee	1
Great Ponds Advisory Committee	2
Historical Commission	1
Housing Partnership	2
Invasive Species Committee	4
Local Cultural Council	2
Old Burying Ground Commission	2
Sustainability Commission	5
Trails Committee	1
Weed Harvester Committee	1
Williams Barn Committee	1

Town of Groton  
Board of Selectmen  
173 Main Street  
Groton, MA 01450

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