

# **Warrant, Summary, and Recommendations**

## **TOWN OF GROTON**



## **2021 SPRING TOWN MEETING**

**Groton-Dunstable Middle School Track  
342 Main Street, Groton, Massachusetts 01450**

**Beginning Saturday, May 1, 2021 @ 9:00 AM**

**Rain Date – Sunday, May 2, 2021 @ 1:00 PM**

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Attention – Voters and Taxpayers

**Please bring this Report to Town Meeting**

***THE BUDGET HANDOUT FOR ARTICLE 5 IS AVAILABLE  
IN THE BACK OF THE WARRANT***

# **Introduction to Groton Town Meeting**

Voters are familiar with casting ballots in local and state elections, but they have another important civic duty in towns, the Town Meeting.

## **What is Town Meeting?**

The Town Meeting is the legislative body in the town form of government in Massachusetts. Town Meeting is a formal gathering of registered voters who propose, debate and vote on measures. Groton holds at least two Town Meetings per year.

## **What is a warrant?**

The warrant is the official notice to voters that a Town Meeting is scheduled. The warrant includes the date, time, location and a description of each subject to be acted on at Town Meeting. In Groton, the warrant must be posted in two public places and mailed to each household 14 days in advance of Town Meeting. “The warrant must contain a sufficient description of what is proposed so as to constitute an adequate warning to all the inhabitants of the town.”<sup>1</sup> “Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article.”<sup>2</sup>

## **How does Town Meeting proceed?**

Voters attending Town Meeting must first check in with the clerks and receive a voting card which is required to vote. The meeting typically acts on the articles in the order they are printed in the warrant. For each article, a main motion is made and seconded by voters and placed by the moderator on the floor for debate. Permission of the moderator is required to speak. The moderator presides and regulates the proceedings, decides all questions of order, and calls and declares all votes. After debate has ended, the moderator will call for a vote by a show of voter cards. If the vote is too close to call by sight or if seven voters immediately question the moderator’s declaration of the vote, the moderator will order a hand count to confirm the vote.

## **Who can attend?**

Town Meeting is open to the public. Only Groton voters are entitled to attend, speak and vote. Non-voters may be required to sit in a separate section. Non-voters may ask the moderator to speak on the topic of the debate.

## **How long is town meeting?**

Town Meeting concludes when all articles on the warrant have been acted upon. Town Meeting may conclude in one session or adjourn for subsequent sessions.

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<sup>1</sup> *Town Meeting Time: A Handbook of Parliamentary Law* (page 12) Johnson, Trustman and Wadsworth, Third Edition, 2001.

<sup>2</sup> *Id.*

## **Pandemic Safety Procedures for Town Meeting**

Due to the pandemic, the Spring Town Meeting will be held outdoors on the field behind the Florence Roche Elementary School. Voters and non-voters attending the meeting are asked to follow these procedures:

- Attendees should wear masks, even while speaking, and observe social distancing whenever possible.
- Keep at least 6-feet of distance from others while in the voter check-in line.
- Voters should arrive early, check-in, receive a voter card, and proceed directly to a seat.
- A cart will be available for anyone who needs assistance moving from the parking lot to the field.
- Single and household-pair seating will be six or more feet apart and should not be moved. Attendees may bring their own chairs.
- Children may accompany parents and are asked to bring a seat for the child. Families with two or more children are asked to provide their own chairs.
- Voters will speak from their seats when called on by the moderator. Wireless microphones will be brought by an usher and sanitized between uses.
- Voting will be by raised voter card and not by voice.
- Anyone unable to wear a mask may sit in a reserved section with a dedicated microphone.
- There will not be a break for lunch, but Town Meeting attendees are urged to bring a bagged lunch so that the Town Meeting can be completed in one day, if possible.
- At the end of the meeting, voters are asked to observe social distancing while exiting the field.

Rain Date: In the event of inclement weather, the Town Meeting will be held the following day, May 2<sup>nd</sup> at 1 p.m. in the same location. If the Town Moderator postpones the meeting, notice will be made on the town website, posted in three public places, and through news and social media.

Please direct questions regarding the meeting procedures to Jason Kauppi, Town Moderator, at [moderator@grotonma.gov](mailto:moderator@grotonma.gov) or call 978-391-4506.

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## **Explanation of a Consent Agenda**

A consent agenda is a procedure to group of multiple main motions into a single motion for voting. A consent agenda saves time by eliminating the reading of multiple motions and explanations when there are no objections or questions. In Groton, a consent agenda generally consists of articles unanimously supported by the Select Board and Finance Committee. Articles that change by-laws or introduce new spending are typically not included. In this warrant, the Select Board has grouped articles in consent agendas and labeled them for easy reference.

## **How Consent Agendas Work**

As the first step to act on a consent agenda, the moderator will read the titles of the included articles. A voter who wishes to remove an article from the consent agenda for separate debate and vote should state "hold." The held article will be set aside and acted on after the vote on the consent agenda. After the meeting agrees on the contents of the consent agenda, there will be no debate and the moderator will immediately call for a vote. Every motion included in the consent agenda will either pass or fail as a group. Voters should read the warrant and review the proposed consent agendas to identify articles they wish to remove for separate consideration.



## **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.

**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 for this Town Meeting will be provided adjacent to the Florence Roche Elementary School.

**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. 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 Select Board's Office at Town Hall at 978 448-1111 at least one week before the Town Meeting.

## SPRING TOWN MEETING WARRANT

**MAY 1, 2021**

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 Track in said Town on Saturday, the first day of May, 2021 at Nine O'clock in the morning, to consider all business other than the election of Town Officers and on the twenty-fifth day of May, 2021, between the hours of 7:00 A.M. and 8:00 P.M., at an adjourned session thereof at the following locations:

|            |   |                 |  |
|------------|---|-----------------|--|
| Precinct 1 | The Groton Center<br>163 West Main Street | Precincts 2 & 3 | Middle School North Gymnasium<br>346 Main Street |
|------------|---|-----------------|--|

to give their ballots for:

|                |  |         |
|----------------|--|---------|
| Vote for One   | Board of Assessors                         | 3 Years |
| Vote for One   | Board of Health                            | 3 Years |
| Vote for One   | Select Board                               | 3 Years |
| Vote for One   | Commissioner of Trust Funds                | 3 Years |
| Vote for Two   | Groton-Dunstable Regional School Committee | 3 Years |
| Vote for One   | Groton Electric Light Commission           | 3 Years |
| Vote for One   | Park Commission                            | 3 Years |
| Vote for One   | Park Commission                            | 2 Years |
| Vote for Three | Planning Board                             | 3 Years |
| Vote for One   | Town Clerk                                 | 3 Years |
| Vote for One   | Town Moderator                             | 3 Years |
| Vote for One   | Sewer Commission                           | 3 Years |
| Vote for Two   | Trustees of the Groton Public Library      | 3 Years |
| Vote for One   | Trustees of the Groton Pubic Library       | 2 Years |
| Vote for One   | Water Commission                           | 3 Years |
| Vote for One   | Groton Housing Authority                   | 3 Years |

### QUESTION 1:

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the purpose of funding the design and construction of a new kindergarten through fourth grade elementary school with an approximate square footage of 109,855 square feet located at 342 Main Street in Groton, Massachusetts, inclusive of abatement and demolition of the existing school structures on said property, new parking lots, relocation and construction of the existing track, various other site improvements, and all other costs incidental and related thereto?

YES\_\_\_\_\_ NO\_\_\_\_\_

## **ARTICLE LISTINGS**

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\*Will be presented as one Consent Motion

\*\*The Budget will be presented as one Motion

\*\*\*The CPA Articles will be presented as one Motion

\*\*\*\*Annual Consent Agenda. To be presented as one Motion

**ARTICLE 1: HEAR REPORTS**

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

**SELECT BOARD**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *No Position*

**Summary:** *To hear reports of Town Boards, Committees and Commissions and to accept the annual report and other reports that may be presented to Town Meeting.*

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**ARTICLE 2: ELECTED OFFICIALS' COMPENSATION**

To see if the Town will vote to set the compensation for the elected officials of the Town for the ensuing year, or to take any other action relative thereto.

**SELECT BOARD**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *To provide compensation for elected officials as proposed by the Town Manager. The Town Clerk is proposed to receive a salary of \$90,853 in FY 2022 and the Moderator is proposed to receive a salary of \$65 in FY 2022.*

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**ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2022 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

**SELECT BOARD  
TOWN MANAGER**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *The purpose of this Article is to set the wage and classification schedule for the three (3) employees (Executive Assistant to the Town Manager, Human Resources Director and IT Director) covered by the Personnel Bylaw. Under the policy of the Select Board, these employees receive the same benefits as contained in the Town Supervisors' Union Contract. These employees will not receive a cost-of-living adjustment in Fiscal Year 2022.*

**ARTICLE 4: APPROPRIATE FY 2022 CONTRIBUTION TO THE OPEB TRUST**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, 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.

**SELECT BOARD  
TOWN MANAGER**

**Select Board: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *The purpose of this article is to fund the Town's OPEB Liability. The Select Board and Finance Committee have adopted a funding policy for this purpose. One of the funding goals is to commit to an annual appropriation to the Trust that would keep the Net Present Value Liability from growing until such time as the Town can begin to pay down the liability. In Fiscal Year 2022, the anticipated amount necessary for this purpose is estimated to be \$177,094. This Article will seek an appropriation of \$177,094 from Free Cash to add to the OPEB Liability Trust Fund.*

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**ARTICLE 5: FISCAL YEAR 2022 ANNUAL OPERATING BUDGET**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money as may be necessary to defray the expenses of the Town for the next Fiscal Year (2022), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE  
SELECT BOARD  
TOWN MANAGER**

**Select Board: *Recommended Unanimously***  
**Finance Committee: *Recommended Unanimously***

**Summary:** *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 Finance Committee's and Town Manager's Report which includes the Finance Committee's and Select Board's recommendations.*



**ARTICLE 6: FISCAL YEAR 2022 CAPITAL BUDGET**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the Fiscal Year 2022 Capital Budget, or to take another other action relative thereto.

**TOWN MANAGER**

**Summary:** *The following is the proposed Town Manager's Capital Budget for Fiscal Year 2022:*

**Item #1 – Engine 1 Refurbishment** **\$225,000** **Fire/EMS**

**Summary:** *Engine 1 is a truck that is currently in good condition thus making it a prime candidate for a refurbishment to extend its life. Proactive refurbishment before major issues occur can save significant money on major unexpected repairs and lengthen the life of the Truck. Due to its level of use, the refurbishment of Engine 1 would be best served in FY 2022 to minimize corrosion caused by salt and weather.*

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Item #2A – Dump Truck** **\$60,000** **Highway**

**Summary:** *In Fiscal Year 2018, Town Meeting approved a bond for \$185,000 to purchase a new Dump Truck for the Highway Department, with the intent to pay it back over five years. The appropriation this year is the fourth of five payments for this truck.*

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Item #2B – Dump Truck** **\$185,000** **Highway**

**Summary:** *This vehicle is a scheduled replacement of a front-line truck responsible for plowing and sanding as well as normal construction duties. The anticipated cost of replacement of this truck is \$185,000. It is proposed that the Town borrow the funds through State House notes and pay off the debt over five years. The Town will begin repaying the bond on this Truck in Fiscal Year 2023.*

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

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

**Summary:** *This item in the Capital Budget was established ten years ago and has been very successful. In Fiscal Year 2022, the following items will be purchased/upgraded with this allocation: 10 replacement computers; replace aging servers and storage arrays; investment to expand the network and keep equipment and maintenance costs current; and network switch upgrades and increased wireless coverage.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #4 – 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. In FY 2022, these funds will be used to perform brick pointing on Town Hall by the back door as well at Legion Hall.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #5 – Tractor Trailer Unit****\$20,000****Transfer Station**

**Summary:** *At the 2018 Spring Town Meeting, the Meeting authorized the acquisition of a new Tractor Trailer Unit for the Transfer Station by borrowing the necessary funds (\$140,000) through the Commonwealth's State House Notes method and pay off the debt over four years. This will be the final payment for the Unit.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #6 – Reconstruct Library Parking Lot****\$45,000****Library**

**Summary:** *The parking lot behind the Library has been patched and repaired, but in FY 2022 it will be 23 years old. It is worn, tired, cracking, not draining water properly, and becoming uneven in spots. It will need a full and complete reconstruction.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #7 – Property Improvements****\$25,000****Park Department**

**Summary:** *The Park Commission has been working over the past several years developing a strategy to address deficiencies in the various Park Department Properties located throughout Groton. By appropriating \$25,000 each year, the Park Commission can develop a capital improvement program that will allow them to keep our various park locations in good shape and avoid a major construction project.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #8 – Golf Carts****\$25,000****Country Club**

**Summary:** *Eight years ago, the Country Club replaced the fleet of twenty-five golf carts with new 2012 Club Car DS gas powered carts using a five-year lease to purchase agreement at an annual cost of approximately \$25,000. Beginning in FY 2022, the Club will need to replace the Carts. In an effort to support the Town's move to "green" energy, the Club will begin a trial of electric carts by replacing the current fleet with 21 gas powered carts and 4 electric carts. The Club will take the next few years testing out electric carts on the course, while looking to construct the infrastructure necessary to convert to an all-electric cart fleet.*

**Select Board:** *Recommended (4 In Favor, 1 Deferred – Degen)*

**Finance Committee:** *Recommended Unanimously*

**Item #9 – Cart Path/Tee Box Repairs****\$10,000****Country Club**

**Summary:** *This funding will be used to extend the Cart Path from the fourth hole green to the fifth hole forward tee. In addition, it will pay for repairs to the second hole tee box.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #10 – Country Club Roof****\$50,000****Town Facilities**

**Summary:** *This is a needed replacement of the roof on the main building. The Tavern Building's roof was repaired four years ago. The back of the main building is in reasonable shape, but the front of the building is need of replacement.*

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Item #11 – Police Cruisers****\$100,000****Police Department**

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

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

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**TOWN MANAGER****ARTICLE 7: CPA RECOMMENDATION – MIDDLE SCHOOL TRACK**

To see if the Town will vote to adopt and approve the recommendation of the Community Preservation Committee established pursuant to Chapter 44B of the General Laws, to construct a new Middle School Track, and all costs associated and related thereto, and to implement such recommendation, borrow pursuant to any applicable statute and/or appropriate a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, said funds to be expended by the Town Manager, or to take other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Select Board:** *Recommended (4 In Favor, 1 Deferred – Giger)*

**Finance Committee:** *Recommended Unanimously*

**Community Preservation Committee:** *Recommended (6 In Favor, 1 Abstain – Easom)*

**Summary:** *The sitework expenses associated with the Florence Roche Elementary School Project campus track relocation are not eligible for reimbursement through the Massachusetts School Building Authority (MSBA). Approval of this Article will authorize the track relocation expenses to be paid for with Community Preservation Funds. These funds include an annual state match to local dollars; construction costs for residents will be reduced by over half a million dollars. Relocation of the track will only occur if the Florence Roche Elementary School Project is approved at Town Meeting and at the Ballot.*

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**ARTICLE 8: FLORENCE ROCHE ELEMENTARY SCHOOL CONSTRUCTION**

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of Florence Roche Elementary School Building Committee, for the design and construction of a new kindergarten through fourth grade elementary school, known as the Florence Roche Elementary School, with an approximate square footage of 109,855 square feet located at 342 Main Street in Groton, Massachusetts, inclusive of abatement and demolition of the existing school structures on said property, new parking lots, relocation and construction of the existing track, various other site improvements, and all other costs incidental and related thereto, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the Town may be eligible for a

school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-three and thirty-nine hundredths' percent (53.39%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or to take any other action relative thereto.

#### **FLORENCE ROCHE SCHOOL BUILDING COMMITTEE**

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Summary:** *An extensive Feasibility Study of K-4 education of Groton students has determined that the most cost effective and educationally beneficial solution is to rebuild the Florence Roche Elementary School on the current parcel. The relocation of the Middle School Track is an incidental cost to the Florence Roche Elementary School Building Project. As outlined in the GDRSD Regional Agreement, capital expenses are assessed to each member town based on the five-year rolling enrollment average per building. Because no Dunstable students have attended Florence Roche in recent years the cost of the Florence Roche Elementary School construction is the sole responsibility of the Town of Groton. Approval of this Article allows for short-term borrowing of funds for construction. The Massachusetts School Building Authority (MSBA) reimbursements will be made during the construction phase. Approval of this Article allows for long term consolidation of borrowed funds once construction has been completed; which is estimated to be in 2025. As stated in the Article, a Debt Exclusion of Proposition 2½ at the Annual Town Election will also be required.*

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#### **ARTICLE 9: ENGINEERING FUNDS – WHITNEY POND TREATMENT FACILITY**

To see if the Town will vote to appropriate a sum or sums of money, to be expended under the direction of the Board of Water Commissioners, to pay costs of engineering design services and owners project manager services related to improving the Whitney Pond Water Treatment Facility, commencing in fiscal year 2021, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

#### **BOARD OF WATER COMMISSIONERS**

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Water Commissioners:** *Recommended Unanimously*

**Summary:** *This article allows the Board of Water Commissioners to expend the sum of \$722,300, to be raised through water rates, for the Design Engineering Services and the Owners Project Manager Services related to the new Manganese Treatment Facility at the Whitney Pond Well Site.*

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**ARTICLE 10:           ENGINEERING FUNDS – WHITNEY POND WELL #3**

To see if the Town will vote to appropriate a sum or sums of money, to be expended under the direction of the Board of Water Commissioners, to pay costs of engineering design services and owners project manager services related to developing the new Whitney Pond Well #3, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*  
**Water Commissioners:** *Recommended Unanimously*

**Summary:**   *This article allows the Board of Water Commissioners to expend the sum of \$300,000, to be raised through water rates, for the Design Engineering Services and the Owners Project Manager Services related to the new source well at the Whitney Pond Well Field (Whitney Pond Well #3).*

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**ARTICLE 11:           EXTEND GROTON 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 on Assessors’ Map 109, Lot 43-0 (108 Pleasant Street but only for the exclusive use of 108 Pleasant Street, and its successors or assigns, and 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**

**Select Board:** *Recommended (4 In Favor, 1 Deferred – Manugian)*  
**Finance Committee:** *No Position*

**Summary:**   *This article requests authorization from the Town Meeting to expand the Center Sewer District to include 108 Pleasant Street, Groton.*

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**ARTICLE 12: GRANT EASEMENT FOR SEWER CONNECTION – 227 BOSTON ROAD**

To see if the Town will vote to authorize the Select Board to grant an easement to Christine R. and Kevin J. Lindemer, and their successors and assigns, for the purpose of placing and maintaining a subsurface sewage disposal line to service 227 Boston Road below existing grade surface and under the surface of Town owned property under the control of the Select Board located at 94 Lovers Lane, shown on Assessors Map 115, Parcel 34, Recorded Deed Book 20265, Page 302 at the South Middlesex Registry of Deeds, as shown on the plan on file with the Office of the Town Clerk, on terms and conditions deemed by the Select Board to be in the best interest of the Town, or to take any other action relative thereto.

**SELECT BOARD**

**Select Board: *No Recommendation (3 Deferred, 2 In Favor – Pine, Giger)***

**Finance Committee: *Recommended (5 In Favor, 2 Deferred – Green, Doody)***

**Summary:** *The 2018 Fall Town Meeting approved the extension of the Groton Central Sewer District to 227 Boston Rd. The extension will allow for the development of one additional house lot, connection of the existing house, and conversion of the barn to residential use. The extension will be a private connection and will not extend beyond the confines of what is currently 227 Boston Rd. The work will be done using directional drilling from the site of the new house lot and is not expected to result in surface disturbance except for a small area at the point of connection to the town sewer at the edge of the golf course across from Johnson's Restaurant. The owners of 227 Boston Rd. (Kevin and Christine Lindemer) will pay for the cost of construction and connecting to the existing sewer line. It is anticipated there will be no cost to the Town of Groton for the connection and maintenance. In addition, if the work is completed as envisioned, property tax revenue to the Town of Groton will increase in addition to the added town sewerage fees.*

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**ARTICLE 13: 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:    | \$ 20,500 |
| Open Space Reserve:        | \$ 78,490 |
| Historic Resource Reserve: | \$ 78,490 |
| Community Housing Reserve: | \$ 78,490 |
| Unallocated Reserve:       | \$528,930 |

or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Select Board: *Recommended Unanimously***

**Finance Committee: *Recommended Unanimously***

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

**Summary:** *This is an accounting procedure that is necessary to ensure the Community Preservation Committee will have access to the funds raised during Fiscal Year 2022. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

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**ARTICLE 14: 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 2022, 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 Select Board, 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: Maintenance and Mausoleum Restoration \$65,000**

**Summary:** *The Groton Cemetery Association is requesting \$65,000 in CPA funds to repair and restore both the Maintenance Building and the Mausoleum located at the Groton Cemetery. The full amount to be paid from the Historic Reserve.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**CPC Proposal B: Field and Recreation Feasibility Study \$20,000**

**Summary:** *The Park Commission is requesting \$20,000 in CPA funds to carry out a Feasibility Study that would include Cow Pond Fields, Woitowicz Field, and Cutler Memorial Field, to determine that they are providing maximum and safe playing surfaces on their acreage while correcting the issue of parking and travel on their properties. The full amount to be paid from the Unallocated Reserve.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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



|                        |                                       |                 |
|------------------------|---------------------------------------|-----------------|
| <b>CPC Proposal C:</b> | <b>Non-Point Sources of Pollution</b> | <b>\$40,000</b> |
|------------------------|---------------------------------------|-----------------|

**Summary:** As part of the continuation of the Lost Lake/Knops Pond Long-Term Lake Management Plan, the Great Pond Advisory Committee and the Groton Lakes Association is seeking \$40,000 in CPA funds to complete a major component of this plan namely the dataset identifying the non-point sources of pollution entering Lost Lake and the development of a mitigation plan to correct these problems. The full amount to be paid from the Unallocated Reserve.

**Select Board: *Recommended Unanimously***

**Finance Committee: *Recommended Unanimously***

**Community Preservation Committee: *Recommended (6 In Favor, 1 Abstain – Easom)***

|                        |                              |                 |
|------------------------|------------------------------|-----------------|
| <b>CPC Proposal D:</b> | <b>Site Assessment Study</b> | <b>\$75,000</b> |
|------------------------|------------------------------|-----------------|

**Summary:** The Affordable Housing Trust (AHT) is exploring possible locations for the development of affordable housing. As part of this process, the AHT is seeking \$75,000 in CPA funds to pay for investigatory pre-development and engineering work and/or expert advice in order to assess the costs and feasibility of any potential site for development. Funds may also be used to prepare grant applications to support the creation of affordable housing. Either town-owned or privately-owned parcels may be considered and evaluated. The full amount to be paid from the Community Housing Reserve.

**Select Board: *No Recommendation (2 Against, 2 In Favor – Pine, Giger, 1 Deferred - Reilly)***

**Finance Committee:** *No Recommendation (2 In Favor, 2 Against – Green, Manugian, 3 Deferred – Whitefield, Linskey, Prest)*

**Community Preservation Committee:** *Recommended (4 In Favor, 1 Deferred – Emerson, 1 Abstain – Easom)*

|                        |                                     |                 |
|------------------------|-------------------------------------|-----------------|
| <b>CPC Proposal E:</b> | <b>Squannacook River Rail Trial</b> | <b>\$30,000</b> |
|------------------------|-------------------------------------|-----------------|

**Summary:** Squannacook Greenways is requesting \$30,000 in CPA funds for construction of the Squannacook River Rail Trail (SRRT) from the Bertozzi Wildlife Management Area to the northern Crosswinds Drive crossing for a total distance of .65 miles. The construction of the entire SRRT is being conducted in phases due to environmental requirements which limit construction activity to a period of between November 15<sup>th</sup> and March 15<sup>th</sup>. Squannacook Greenways is also relying on DCR Trails grants to underwrite a large portion of construction costs and has been the successful recipient in the last two rounds of grant cycles. Squannacook Greenways will be applying for a DCR MassTrails grant for FY 2022 and will be relying on CPA funds as the local match requirement. If successful, it is their intention to commence construction in November, 2022. The amount of \$2,000 to be paid from the Open Space Reserve and the amount of \$28,000 to be paid from the Unallocated Reserve.

**Select Board: *Recommended Unanimously***

**Finance Committee: *Recommended Unanimously***

**Community Preservation Committee: *Recommended (6 In Favor, 1 Abstain – Easom)***

**CPC Proposal F: Duck Pond Restoration, Phase 2**

**\$19,800**

**Summary:** *The Great Pond Advisory Committee is requesting \$19,800 in CPA funds to help with the continuation of the restoration and preservation work completed during Phase 1 of the previously approved Duck Pond Restoration project. Phase 2 of this project will provide three years of funds for electricity to operate the Compressor (8 months / year), three water quality tests per year, periodic muck-depth measurements ("polling"), and a written final report. The full amount to be paid from the Unallocated Reserve.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**CPC Proposal G: Housing Coordinator**

**\$51,617**

**Summary:** *This application is requesting \$51,617 in CPA funding from the Community Housing category to fund the wages and benefits of the Housing Coordinator position (25-hours/week). The full amount to be paid from the Community Housing Reserve.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**CPC Proposal H: Groton Dunstable Field Restoration Plan**

**\$230,232**

**Summary:** *The Groton Dunstable Regional School Committee is requesting \$230,232 in CPA funds to use towards the renovations of the GDRHS Stadium Field and GDRHS Softball Field. After assessing the conditions of the 25 acres of athletic fields in the district, these two field restoration projects have been identified as needing to be completed in order for the fields to be considered safe and usable for the student athletes and community usage. This project will include total replacement and restoration of the stadium high school natural turf field and resolve tree overgrowth at the high school softball field to address the wet field preventing the use of the field. The Dunstable Community Preservation Committee is in support of funding Dunstable's proportionate share of this project at \$74,268. GD@Play generously donated \$100,000 to offset the cost of this initiative. The purchase of equipment not included in the CPC request of a utility tractor, aerator attachments and top dresser will be purchased with this donation with the balance of \$18,500 to be applied to support the cost of the renovation of the stadium field. The amount of \$98,232 to be paid from the Unallocated Reserve and the amount of \$132,000 to be paid through a five-year Bond.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**CPC Proposal I: Conservation Fund FY 2022**

**\$350,000**

**Summary:** *The Conservation Commission is requesting \$350,000 in CPA funds to be added to the Town's Conservation Fund to help preserve open space, protect water resources and wildlife habitat, and preserve land for agricultural, recreational, and forestry activities. The Conservation Fund allows the Town to move quickly in the event a priority parcel becomes available. In the past, the Conservation Fund has been used to purchase Conservation Restrictions, Agricultural Preservation Restrictions, and fee ownership of conservation land in the Town. The Commission's goal is to maintain an amount between \$750,000 and \$1,000,000 in the Conservation Fund. The Conservation Fund balance is \$320,129. The full amount to be paid from the Unallocated Reserve.*

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

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**CPC Proposal J: Multi-Use Recreational Courts**

**\$157,480**

**Summary:** *Friends of Groton Pickleball is requesting \$157,480 in CPA funds to help fund the restoration project at the Groton Country Club that will create new multi-use recreational courts, consisting of 8 pickleball courts, 1 tennis court and a half of a basketball court. The full amount to be paid from the Unallocated Reserve.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**CPC Proposal K: Original Interior Skylight Restoration**

**\$3,000**

**Summary:** *The Groton Public Library is requesting \$3,000 in CPA funds to restore and fortify the original piece of the building fabric that is part of the Library's original interior skylight. The full amount to be paid from the Historic Reserve.*

**Select Board: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Community Preservation Committee: Recommended (6 In Favor, 1 Abstain – Easom)**

**COMMUNITY PRESERVATION COMMITTEE**

**ARTICLE 15: AMEND ZONING BYLAW – CLARIFICATIONS**

To see if the Town will vote to amend the Zoning Bylaw as follows:

1. Amend Section 218-9.4 Attached Accessory Apartment by deleting the word "Attached" so it reads as follows:

"Section 218-9.4 Accessory Apartment"

2. Amend the Schedule of Use Regulations by deleting Row 103 in its entirety and replacing it with the following:

| <b>Schedule of Use Regulations</b>                           |     |     |    |    |    |   |   |   |
|--|-----|-----|----|----|----|---|---|---|
|  | R-A | R-B | NB | VB | GB | I | P | O |
| 103. Accessory Apartments as regulated under Section 218-9.4 |     |     |    |    |    |   |   |   |
| A. Attached accessory apartment                              | Y   | Y   | N  | N  | N  | N | N | N |
| B. Detached accessory apartment                              | PB  | PB  | N  | N  | N  | N | N | N |

or to take any other action relative thereto.

### ***PLANNING BOARD***

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *No Position*

**Planning Board:** *Recommended Unanimously*

**Summary:** *The purpose of this Article is to cleanup and clarify various sections of the Zoning Bylaw.*

### **ARTICLE 16: BYLAW PROHIBITING USE OF POLYSTYRENE CONTAINERS**

To see if the Town will vote to amend the General Bylaws by adding a new Chapter 199 of the Code of the Town of Groton, entitled Polystyrene Container Restrictions for Food Service Establishments as follows:

#### **Chapter 199: Polystyrene Container Restriction for Food Service Establishments**

##### **§ 199-1. Findings and Intent.**

- Whereas, the Town has a duty to protect the health of its citizens and the natural environment.
- Whereas, Polystyrene sometimes known by Dow Chemical Co. brand name of Styrofoam is a synthetic plastic that biodegrades so slowly (hundreds of years) it is considered to be non-biodegradable.
- Whereas, expanded polystyrene containers are not part of the Town's regular recycling program.
- Whereas, styrene, the key ingredient in expanded polystyrene, was recently added to the National Toxicology Program's list of carcinogens (U.S. Department of Health and Human Services) and can leach from containers into food and beverages.
- Whereas, polystyrene has become a significant component of plastic debris in the environment, is sometimes mistaken for food by animals including marine life, and thereby transfers toxic chemicals into the food chain.

- Whereas, appropriate alternative products are readily available from vendors and are already being used by many local businesses

## **§199-2. Effective Date.**

This bylaw shall take effect January 1, 2022.

## **§199-3. Definitions.**

**Disposable food service container** shall mean single-use disposable products for serving or transporting prepared, ready-to-consume food or beverages, including, without limitation, take-out foods and/or leftovers from partially consumed meals prepared by a food establishment. This includes, but is not limited to plates, cups, bowls, trays, hinged or lidded containers, cups, lids, straws, and utensils. It does not include single-use disposable packaging for unprepared foods.

**Polystyrene** shall mean blown polystyrene (polystyrene that has been expanded or blown using a gaseous blowing agent into a solid foam and expanded and extruded forms, which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to fusion of polymer spheres (expandable bead polystyrene, injection molding, form molding, and extrusion-blow molding (extruded foam polystyrene).

The term also includes clear or solid polystyrene, which is also known as “oriented,” or referenced in this bylaw as “Rigid Polystyrene.” Rigid Polystyrene is generally used to make clear clamshell containers, lids, and cutlery.

The term also includes products with a Polystyrene coating.

**Fineable Offense** is defined as a knowing or common use of item or items restricted by the by-law. Common use refers to item or items that are part of one’s daily use.

**Food establishment** shall mean any food service operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002 located within the Town of Groton. Any establishment requiring a permit to operate in accordance with the Minimum Sanitation Standards for Food Establishment, 105 CMR 590.000, et seq., shall be considered a food establishment for purposes of this bylaw.

**PFAS/PFOA** shall mean per- and polyfluoroalkyl substances, a group of man-made chemicals that includes PFOA, PFOS, GenX, and many other chemicals.

**Prepared food** shall mean any food or beverage prepared on the food establishment's premises using any cooking or food preparation technique. Prepared food does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation. Prepared food may be eaten on or off the food establishment's premises.

**Acceptable replacement product** shall mean any food container, disposable cutlery, or other limited use item provided with food meeting all functional and safety requirements and not containing Polystyrene or other known or emerging environmental contaminants such as PFAS/PFOA.

**Town Facility** shall mean any building, structure, land, or recreational area owned, leased, or operated by the Town of Groton.

**§199-4. Prohibitions.**

1. Except as provided herein, food establishments are prohibited from dispensing prepared food and drink in disposable food service containers made from polystyrene. All food establishments are required to use acceptable replacement products for such purposes. All food establishments are strongly encouraged to use reusable food service containers and cutlery, and when possible biodegradable, compostable alternatives. Compostable materials must meet ASTM (American Society of the International Association for Testing and Materials) Standards for compostability.
2. Town departments or agencies shall not purchase or use disposable food service containers and / or utensils made from polystyrene while in the performance of official Town duties within the Town of Groton.
3. Individuals, contractors, vendors, or other entities shall not use disposable food service containers and / or utensils made from polystyrene in a Town facility or Town property while acting or performing under a Town contract, lease, license, permit, grant, or other agreement.

**§199-5. Variance.**

1. Any food establishment or Town Department and its agencies may make a written application to the Board of Health for a variance from this bylaw.
2. Every application for a variance is subject to a public hearing. Notice of the hearing shall be posted as part of a public notice of the Board of Health meeting at which the application will be considered. Notice shall be posted no less than two weeks (14 calendar days) before the meeting.
3. By vote of a majority of its full authorized membership, the Board of Health may grant a variance in cases where a suitable biodegradable, compostable, reusable or recyclable alternative does not exist for a specific usage, and/ or enforcement of this bylaw would cause undue hardship to that food establishment or Town Department.
4. A variance may be granted for up to six months and extended for like periods upon submission of a renewal application.
5. Any variance granted by the Board shall be in writing.
6. A copy of the variance granted under this Section shall be available for public inspection on the premises for which it is issued.

**§199-6. Enforcement, Penalties and Fines.**

1. The Board of Health or its designee shall have primary responsibility for enforcement of this bylaw. This shall include establishment of regulations or administrative procedures, inspections, and issuance of citations for violations.

2. The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and CMR 590.15, may suspend or revoke the license or permit issued by the Board of Health for any establishment failing to comply with this bylaw.
3. A person, individually or by his servant or agent, who violates any provision of this bylaw may be penalized by a noncriminal disposition pursuant to MGL C. 40, § 21D, and the Town's noncriminal disposition bylaw. The following penalties apply:
  1. First offense -- a written warning specifying the violations and appropriate penalties for future violations
  2. Second offense -- \$100
  3. Third Offense -- \$200
  4. Fourth and subsequent Offense -- \$300

Fines for repeated violations in a one-year period are cumulative as provided in Chapter 1, Section 1-4B, of the bylaws.

#### **§199-7. Severability.**

If any provision of this bylaw or any application thereof is held to be invalid by a court of competent jurisdiction, the invalidity shall be limited to said provision(s) and the remainder of the bylaw shall remain valid and effective.

or take any action relative thereto.

### ***BOARD OF HEALTH***

**Select Board: *Recommended Unanimously***

**Finance Committee: *No Position***

**Summary:** *The purpose of this by-law is to establish restrictions on the use of polystyrene in food containers. Polystyrene has been added to the US Department of Health and Human Services list of known carcinogens and may leach from food containers into food. Restricting the use of polystyrene food containers will have an immediate, positive impact on public health. Doing so will also benefit our environment by reducing solid waste because polystyrene cannot be recycled.*

**ARTICLE 17: CITIZENS' PETITION - TRANSFER CONTROL OF LAND**

To see if the Town will vote to amend the vote taken under Article 1 of the April 24, 2006 Special Town Meeting that authorized a fee interest in 14 acres, more or less, of land to be owned by the Town and managed and controlled by the Select Board for all uses allowed by statute under the Community Preservation Act, said parcel located in the southwest corner of Lot 7 as shown on a Plan of Land entitled Community Preservation Act Acquisition by the Town of Groton, Massachusetts, prepared by Beals Associates, Inc. and dated April 21, 2006, and transfer said control to the Conservation Commission for open space and recreation purposes, 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> |
|--------------------|-----------------------|--------------------|-----------------------|
| Nathan Shapiro     | 133 Shirley Road      | Melanie O'Leary    | 21 Old Orchard Road   |
| Mark Martel        | 10 Whiting Avenue     | Dan O'Leary        | 21 Old Orchard Road   |
| Ken Kolodzies      | 44 Farmers Row        | Joshua Stark       | 9 Old Orchard Road    |
| John Smigelski     | 150 Mill Street       | Erin Stark         | 9 Old Orchard Road    |
| Laurie Smigelski   | 150 Mill Street       | Stacey Vow         | 43 Joy Lane           |

**Select Board: *Recommended (3 In Favor, 2 Against – Manugian, Pine)***  
**Finance Committee: *No Position***

**Summary:** The following summary was prepared by the petitioners and represents their view on the Article: *This Article proposes to place the Surrenden Farm Reserve Parcel under the control of the Groton Conservation Commission and to restrict its use to open space or recreation. This will more permanently preserve the land, akin to its surrounding ~345 acres. In 2006 the Town of Groton, Groton School, the Groton Conservation Trust, the Trust for Public Land and others, raised \$19 million to rescue 360 acres of Surrenden Farm from building development. Conservation restrictions were placed on all of Surrenden Farm with the exception of a 14-acre parcel known as the Reserve Parcel. The Reserve Parcel is owned by the Town and is currently open space used for passive recreation. The Reserve Parcel is on the East side of Shirley Road, adjoining the Ayer town line to the South and the General Field to the East and North. Importantly, as part of the 2006 arrangements, the Town of Groton and Groton School entered into an agreement which provides that if the town allows the use of the Reserve Parcel for a use other than undeveloped land, then the Town would give the current Joy Lane to Groton School. To access the Reserve Parcel, the Town would then have to relocate Joy Lane to the General Field and upgrade the existing partially paved and partially dirt and gravel "way" that winds through the General Field into a widened two-lane road that meets Town Subdivision Road Standards, greatly altering the park-like feel and inhibiting the recreational use of the General Field. Since 2006, the General Field has become a much-used public space. The proponents of this Article believe that relocating Joy Lane to the General Field would have a significantly adverse effect on it. The proposed Article would transfer management and control of the Reserve Parcel to the Conservation Commission and restrict its use in order to preserve the Reserve Parcel and to make any use of the land that would trigger the construction of a road across the General Field unlikely.*



**ARTICLES 18 THROUGH 31 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED ON PAGE 2 OF THIS WARRANT.**

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**ARTICLE 18: CURRENT YEAR LINE-ITEM TRANSFERS**

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2021 budget, or to take any other action relative thereto.

**SELECT BOARD**

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

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

**Summary:** *To transfer money within the Fiscal Year 2021 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

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**ARTICLE 19: 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 2021 Snow and Ice Budget, as approved under Article 4 of the 2020 Spring Town Meeting, or to take any other action relative thereto.

**TOWN MANAGER**

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

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

**Summary:** *This article will allow the Town to fund any deficit in the Snow and Ice Account in FY 21.*

---

**ARTICLE 20: TRANSFER WITHIN WATER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2021 Water Department Operating Budget, or to take any other action relative thereto.

**BOARD OF WATER COMMISSIONERS**

**Select Board: *Recommended Unanimously***

**Finance Committee: *Recommended Unanimously***

**Summary:** *This article will request a transfer of funds from Water Surplus to help fund the Fiscal Year 2021 Water Department's Operational Expenses. As of the printing of the Warrant, it is anticipated that \$122,000 will be transferred for this purpose.*

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**ARTICLE 21: TRANSFER WITHIN CENTER SEWER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Center Sewer Enterprise Fund Surplus to the Fiscal Year 2021 Center Sewer Enterprise Department Budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2021 Center Sewer Budget. As of the printing of the Warrant, it is anticipated that \$210,000 will be transferred for this purpose.*

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**ARTICLE 22: TRANSFER WITHIN FOUR CORNERS SEWER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Four Corners Sewer Enterprise Fund Surplus to the Fiscal Year 2021 Four Corners Sewer Enterprise Department budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2021 Four Corners Sewer Budget. As of the printing of the Warrant, it is anticipated that \$35,000 will be transferred for this purpose.*

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**ARTICLE 23: 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 2021 Cable Enterprise Department budget, or to take any other action relative thereto.

**CABLE ADVISORY COMMITTEE**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2021 budget. As of the Printing of the Warrant, it is anticipated that \$10,000 will be transferred for this purpose.*

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**ARTICLE 24: 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.

**SELECT BOARD**

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

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

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**ARTICLE 25: AUTHORIZATION TO TRANSFER MONEY FROM FREE CASH**

To see if the Town will vote to transfer the sum of \$71.92 from Free Cash to offset a deficit balance in the FY20, 911 EMD Grant and furthermore, to see if the Town will vote to transfer the sum of \$167.16 from Free Cash to offset a deficit balance in the FY20 911 Training Grant. The total to be charged to Free Cash for this purpose is \$239.08, or to take any other action relative thereto.

**TOWN ACCOUNTANT**

**Select Board:** *Recommended Unanimously*

**Finance Committee:** *Recommended Unanimously*

**Summary:** *The Commonwealth of Massachusetts routinely awards the Town of Groton grant money to be used for 911 Dispatch operations. These are reimbursable grants; the award is not forwarded to the Town until after the expense has been made. In regards to the grants noted above, the Commonwealth disallowed a small portion of the Town's reimbursement request after the vendors had been paid. These deficits must be cleared to close out these accounts for Fiscal Year 2021-year end.*

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**ARTICLE 26: AUTHORIZATION TO TRANSFER MONEY FROM FREE CASH:**

To see if the Town will vote to transfer the sum of \$1,861.04 from Free Cash to offset a deficit balance in the Fire Details Agency Account, or to take any other action relative thereto.

**TOWN ACCOUNTANT**

**Select Board: *Recommended Unanimously***

**Finance Committee: *Recommended Unanimously***

**Summary:** *The Town of Groton Firefighters routinely work private details when construction projects in Town involve blasting activities. These officers are compensated for their time through the Town's payroll, and the vendor requesting the detail is billed to recover those funds. Occasionally, one of these vendors is unable to pay for the service provided (for instance in the event of a business failure) and after attempts to work with that vendor prove unsuccessful, the receivable is judged uncollectible and must be written off.*

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**ARTICLE 27: 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 2022 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**

**Select Board: *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. This is the final year for paying off the Debt. The anticipated debt service for Fiscal Year 2022 is \$204,150. To fund this \$145,000 would be paid from the Open Space Reserve and \$59,150 would be paid from the Unallocated Reserve.*

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**ARTICLE 28: ASSESSORS QUINQUENNIAL CERTIFICATION**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, to be expended by the Board of Assessors, for the purpose of completing the five-year full certification program necessary to achieve full and fair cash value in accordance with the requirements of G.L. c. 40, § 56 and c. 58, §§1, 1A and 3 and the Massachusetts Department of Revenue, or to take any other action relative thereto.

**BOARD OF ASSESSORS**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *Assessors in every city and town are responsible for developing a Revaluation program to completely analyze and revalue all property within its borders every year. Revaluation annually, is required under Massachusetts law and is regulated by the Massachusetts Department of Revenue's Bureau of Local Assessment (BLA). The rationale for revaluation is to always maintain property at fair market or fair cash value to ensure equity for all classes of property. Every fifth year the Massachusetts Department of Revenue requires a full certification with BLA oversight. The Assessors are seeking \$29,200 to cover the cost for appraisal services of Real Property to be conducted by Vision Government Solutions.*

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**ARTICLE 29: ESTABLISHING LIMITS FOR THE VARIOUS REVOLVING FUNDS**

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E½ and the Revolving Fund Bylaw, to amend the Revolving Fund Bylaw to add or delete any revolving account and/or to set the FY 2022 spending limits for the various revolving funds as follows:

| <b>Program or Purpose</b>            | <b>FY 2022 Spending Limit</b> |
|--------------------------------------|-------------------------------|
| Stormwater Management                | \$20,000                      |
| Conservation Commission              | \$50,000                      |
| Building Rental Fund                 | \$50,000                      |
| Affordable Housing Marketing         | \$20,000                      |
| Home Recycling Equipment             | \$10,000                      |
| Access for Persons with Disabilities | \$10,000                      |
| Boat Excise Tax Fund                 | \$ 5,000                      |
| Transfer Station Glass               | \$10,000                      |
| Senior Center Fitness Equipment      | \$10,000                      |

or take any other action relative thereto.

**TOWN MANAGER**

**Select Board:** *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 30: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTIONS**

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**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article is geared toward 70+ seniors, surviving spouses (widows/widowers), legally blind persons and veterans with service-connected disabilities. It would increase the exemption under state statute up to 100% of the exemption. These state exemption programs all have different eligibility requirements (inquire within the Assessor's office for specific eligibility requirements) in order to receive the specific exemption and are designed to help the neediest within our community to continue to remain in their homes by helping to relieve some of the property tax burden.*

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**ARTICLE 31: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5, CLAUSE 22F**

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, §5, clause 22F last paragraph, 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**

**Select Board:** *Recommended Unanimously*  
**Finance Committee:** *Recommended Unanimously*

**Summary:** *M.G.L.Ch. 59, s.5, clause Twenty-Second F, Last Paragraph. Notwithstanding this section, in any city or town which accepts this clause, the exemptions available pursuant to clauses Twenty-second, Twenty-second A, Twenty-second B, Twenty-second C, Twenty-second D, Twenty-second E and Twenty-second F may be granted to otherwise eligible persons who have resided in the commonwealth for 1 year prior to the date of filing for exemptions pursuant to the applicable clause.*

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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 12<sup>th</sup> Day of April in the year of our Lord Two Thousand Twenty-One.

*Alison S. Manugian*

Alison S. Manugian, Chair

*Joshua A. Degen*

Joshua A. Degen, Vice Chair

*Rebecca H. Pine*

Rebecca H. Pine, Clerk

*John R. Giger*

John R. Giger, Member

*John F. Reilly*

John F. Reilly, 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 2022**

Pursuant to Article 6 “Finance and Fiscal Procedure”, Section 6.4 “The Budget”, of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Select Board and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2022 Operating Budget for the Town of Groton. Due to the COVID-19 Pandemic, the Town has had to take extraordinary action to provide a Balanced Budget to the 2021 Spring Town Meeting that continues to provide the same level of services with a Budget that has seen its revenues significantly impacted by the Pandemic. Receipts and Other Revenue Sources were reduced for Fiscal Year 2021, resulting in these revenues for Fiscal Year 2021 being budgeted below Fiscal Year 2020 by \$30,235. While it is expected that the Town will see a slight rebound and have increased them for Fiscal Year 2022, the Finance Committee, Select Board and Town Manager are concerned that if the COVID-19 Pandemic does not continue to improve, these increases may not materialize.

In accordance with the Groton Charter and the Town’s Financial Policies, in October, 2020, the Finance Committee and Select Board issued the following guidance to the Town Manager prior to the development of the initial Proposed Operating Budget:

1. The Town Manager shall prepare a balanced budget for Fiscal Year 2022 with no proposed Override of Proposition 2½.
2. There shall be no increase in the Municipal Budget for Fiscal Year 2022.
3. It shall be level funded at the Fiscal Year 2021 level of \$15,175,486 without In-Levy Debt Service and \$15,521,525 including In-Levy Debt Service.
4. The Town Manager shall work with representatives of the Groton Dunstable Regional School District and Nashoba Valley Technical School District to balance the budget.
5. There shall be no new benefited positions proposed in the Fiscal Year 2022 Budget as the hiring freeze shall remain in effect.
6. Depending on how the budget is balanced, the Select Board and Finance Committee have acknowledged that Free Cash may have to be used to maintain services.



As stated above, the COVID-19 Pandemic has made the process of developing estimated revenues for Fiscal Year 2022 the most difficult the Town has faced. Based on sound financial policies and a complete review of revenues over the last ten years, the Finance Committee and Town Manager have developed the following estimated revenues for Fiscal Year 2022:

| <u>Revenue Source</u>                      | <u>Budgeted<br/>FY 2021</u> | <u>Proposed<br/>FY 2022</u> | <u>Dollar<br/>Change</u> | <u>Percent<br/>Change</u> |
|--|-----------------------------|-----------------------------|--------------------------|---------------------------|
| Property Tax**                             | \$ 32,985,370               | \$ 34,074,005               | \$ 1,088,635             | 3.30%                     |
| State Aid                                  | \$ 950,546                  | \$ 1,002,840                | \$ 52,294                | 5.50%                     |
| Local Receipts - Excluding Country Club    | \$ 3,599,341                | \$ 3,890,312                | \$ 290,971               | 8.08%                     |
| Country Club Revenue                       | \$ 491,939                  | \$ 600,000                  | \$ 108,061               | 21.97%                    |
| Enterprise Fund Reimbursement for Benefits | \$ 256,264                  | \$ 271,148                  | \$ 14,884                | 5.81%                     |
| Free Cash                                  | \$ 341,505                  | \$ 367,679                  | \$ 26,174                | 7.66%                     |
| Other Available Funds                      | \$ 300,000                  | \$ 300,000                  | \$ -                     | 0.00%                     |
| <b>TOTAL</b>                               | <b>\$ 38,924,965</b>        | <b>\$ 40,505,984</b>        | <b>\$ 1,581,019</b>      | <b>4.06%</b>              |

\*\*Includes 2½ percent increase allowed by law and \$15 million in new growth.

In developing the level funded budget pursuant to the guidance, the Town Manager and Finance Team conducted a thorough review of all submitted budgets. The Town's Department Heads continue to do an amazing job creating and presenting their budgets. While some increases in the budget are considered discretionary, there are two line items in the budget that the Town had no choice but to fund. Due to the decision to provide full-time 24-hour coverage at the Fire Department, the Town added four (4 new Group 4 Employees. This has required the Pension Budget to increase by 14.11%, or \$294,966. Ordinarily, this budget increases by approximately 5.6% annually. Fiscal Year 2022 is the worst possible year to absorb such an increase, but the Town has no choice but to fund it at the required level. Health Insurance is another budget that requires the Town to fund at the required level. Based on a four (4% percent increase in rates, this Budget has increased by \$83,064, or 4.82%. These two accounts alone have required an increase in spending of \$378,030. Therefore, in order to meet the Budget Guidance, this amount needed to be reduced from the Fiscal Year 2021 approved Budget.

In addition to the Pension and Health Insurance Budgets, there are some areas of the budget that the Finance Committee and Town Manager would like to call to your attention as you review the Proposed Fiscal Year 2022 Operating Budget. First, the Town has seven (7 Collective Bargaining Units. All Contracts were up for renegotiation in Fiscal Year 2022. In order to meet the Guidance and deal with the mandatory increases, the Town needed to level fund all salary and wage line items that would require tax revenues to fund. Over the last several years, the Town and the Unions have formed a strong partnership. The Unions have always worked cooperatively with the Town to meet the Town's financial challenges. This year was no different. All seven (7 Unions agreed to freeze their salaries in Fiscal Year 2022 in exchange for a one-time cash bonus of 1.5% that can be paid for from the Town's Excess and Deficiency Fund ("Free Cash". This amounted to a transfer of \$98,611 from Free Cash to meet this obligation. The Finance Committee and Town Manager would like to take this opportunity to thank our employees and the individual Unions for their continued cooperation and willingness to work with the Town. Without this partnership and cooperation, balancing the Fiscal Year 2022 Budget would have been even more challenging.

Second, the Town experienced a significant increase in Excluded Debt in Fiscal Year 2021 as it was the first full year on the new DPW Facility and the Library Roof. For Fiscal Year 2022, Municipal Excluded Debt will increase from \$1,473,787 to \$1,541,752, an increase of \$67,965 or 4.6%. Excluded Debt from the Groton Dunstable Regional School District will decrease by \$163,071, or 25% from \$648,497 to \$485,426. Overall, Excluded Debt will decrease in Fiscal Year 2022 by \$95,106, or 4.5% from \$2,122,284 to \$2,027,178. In addition, the Town is continuing with its practice to stabilize debt service within the Levy Limit at approximately \$250,000 annually. In Fiscal Year 2022, the Town continues to follow the plan by using the Excess and Deficiency ("Free Cash") Account to pay down the Principal and Interest on the Police and Fire Radio Project with the intent of paying that off in FY 2025. Last year, the Budget called for a transfer from Free Cash of \$91,574 for this purpose and committed \$254,465 from taxation to cover non-excluded Debt Service. In Fiscal Year 2022, the Town will continue to use Free Cash for the Police and Fire Radio Project (\$91,974). The following chart shows a comparison between FY 2021 and FY 2022:

|   | <u><b>FY 2021</b></u> | <u><b>FY 2022</b></u> |
|---|-----------------------|-----------------------|
| Long Term Debt - Principal Non-Excluded | \$ 159,394            | \$ 159,154            |
| Long Term Debt - Interest Non-Excluded  | \$ 95,071             | \$ 88,007             |
| Short Term Debt - Principal             | \$ 85,174             | \$ 85,174             |
| Short Term Debt - Interest              | \$ 6,400              | \$ 6,800              |
| <b>Total</b>                            | <b>\$ 346,039</b>     | <b>\$ 339,135</b>     |
| Less Free Cash Offset                   | \$ 91,574             | \$ 91,974             |
| <b>Total Taxation for Debt Service</b>  | <b>\$ 254,465</b>     | <b>\$ 247,161</b>     |

Third and final, the collaboration between the Town of Groton and the Groton Dunstable Regional School District continues to be strong. The relationship between the Finance Committee, Select Board, Town Manager and the Groton Dunstable Regional School District is one of strong collaboration and respect. This collaboration was very important in balancing the Fiscal Year 2022 Operating Budget. In an effort to assist both Groton and Dunstable in meeting budgetary challenges, for the third year in a row, the District School Committee voted to use their Excess and Deficiency Fund to offset increases in their operational assessment for Fiscal Year 2022. This has allowed the Town of Groton to fund the proposed Operating Assessment without either a further reduction in the Municipal Budget or an override of Proposition 2½. The proposed Operating Assessment from the Groton Dunstable Regional School District for Fiscal Year 2022 is \$23,481,350, an increase of \$1,460,755, or 6.63%.

With regard to the Nashoba Valley Regional Technical High School, the Town has been informed that the number of Groton students attending the School has increased from 38 to 46. This is a substantial increase that will require a significant increase in the Nashoba Tech Assessment. The proposed Assessment for Nashoba Tech is \$807,474, an increase of \$119,201, or 17.32%

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 primary adjustments to the original budget submitted by the Town Manager were for collective bargaining (as discussed above), restoring funding for a Police Officer position in the Police Budget and

an increase in the Liability Insurance Budget to reflect a high number of claims over the past three years. The following Chart shows the differences between the budget received by the Finance Committee from the Town Manager on December 31, 2020 and the budget that will be proposed to the 2021 Spring Town Meeting:

| <b><u>Line</u></b> | <b><u>Department/Description</u></b> | <b><u>Original<br/>Proposed</u></b> | <b><u>Committee<br/>Approved</u></b> |
|--------------------|--------------------------------------|-------------------------------------|--------------------------------------|
| 1030               | Town Manager Salaries                | \$ 226,111                          | \$ 227,220                           |
| 1031               | Town Manager Wages                   | \$ 112,786                          | \$ 115,172                           |
| 1050               | Town Accountant Salaries             | \$ 95,021                           | \$ 96,408                            |
| 1051               | Town Accountant Wages                | \$ 49,873                           | \$ 50,865                            |
| 1060               | Board of Assessors Salaries          | \$ 78,581                           | \$ 80,000                            |
| 1061               | Board of Assessors Wages             | \$ 64,728                           | \$ 61,763                            |
| 1071               | Treasurer/Tax Collector Wages        | \$ 114,246                          | \$ 115,693                           |
| 1090               | Human Resources Salary               | \$ 81,598                           | \$ 82,822                            |
| 1100               | Information Technology Salary        | \$ 113,491                          | \$ 115,193                           |
| 1101               | Information Technology Wages         | \$ 61,095                           | \$ 62,317                            |
| 1130               | Town Clerk Salaries                  | \$ 89,510                           | \$ 90,853                            |
| 1131               | Town Clerk Wages                     | \$ 63,982                           | \$ 65,205                            |
| 1160               | Insurance & Bonding                  | \$ 250,000                          | \$ 290,000                           |
| 1200               | Conservation Commission Salary       | \$ 68,454                           | \$ 69,481                            |
| 1210               | Planning Board Salaries              | \$ 82,774                           | \$ 84,016                            |
| 1220               | Zoning Board of Appeals Wages        | \$ 20,607                           | \$ 21,017                            |
| 1240               | Building Inspector Salaries          | \$ 92,000                           | \$ 93,380                            |
| 1241               | Building Inspector Wages             | \$ 55,395                           | \$ 56,503                            |
| 1300               | Police Department Salaries           | \$ 265,916                          | \$ 269,791                           |
| 1301               | Police Department Wages              | \$ 1,891,089                        | \$ 1,981,381                         |
| 1310               | Fire Department Salaries             | \$ 235,403                          | \$ 238,928                           |
| 1311               | Fire Department Wages                | \$ 988,064                          | \$ 997,893                           |
| 1370               | Police & Fire Communications Wages   | \$ 408,978                          | \$ 423,552                           |
| 1400               | Nashoba Tech Operating Assessment    | \$ 828,273                          | \$ 807,474                           |
| 1410               | GDRSD Operating Expenses             | \$ 23,440,050                       | \$ 23,481,350                        |
| 1414               | GDRSD Capital Assessment             | \$ 519,078                          | \$ 217,298                           |
| 1500               | Highway Department Salaries          | \$ 112,216                          | \$ 113,877                           |
| 1501               | Highway Department Wages             | \$ 636,449                          | \$ 656,364                           |
| 1540               | Municipal Buildings Wages            | \$ 147,363                          | \$ 149,751                           |
| 1600               | Council on Aging Salaries            | \$ 79,554                           | \$ 80,747                            |
| 1601               | Council on Aging Wages               | \$ 70,819                           | \$ 72,429                            |
| 1610               | Senior Center Wages                  | \$ 52,091                           | \$ 52,530                            |
| 1660               | Library Salary                       | \$ 408,050                          | \$ 412,593                           |
| 1661               | Library Wages                        | \$ 276,295                          | \$ 279,389                           |
| 1700               | Groton Country Club Salary           | \$ 159,524                          | \$ 162,214                           |
| 3010               | Employee Benefits Health Insurance   | \$ 1,850,268                        | \$ 1,805,544                         |

The following is a breakdown of the Finance Committee's Proposed Fiscal Year 2022 Operating Budget by function:

| <u>Category</u>                       |           | <u>FY 2021</u>    |           | <u>FY 2022</u>    |           | <u>Dollar<br/>Difference</u> | <u>Percentage<br/>Change</u> |
|---------------------------------------|-----------|-------------------|-----------|-------------------|-----------|------------------------------|------------------------------|
| General Government                    | \$        | 2,197,833         | \$        | 2,153,410         | \$        | (44,423)                     | -2.02%                       |
| Land Use                              | \$        | 448,055           | \$        | 452,856           | \$        | 4,801                        | 1.07%                        |
| Protection of Persons and Property    | \$        | 4,395,632         | \$        | 4,362,268         | \$        | (33,364)                     | -0.76%                       |
| Department of Public Works            | \$        | 2,294,853         | \$        | 2,202,359         | \$        | (92,494)                     | -4.03%                       |
| Library and Citizen Services          | \$        | 1,695,650         | \$        | 1,660,560         | \$        | (35,090)                     | -2.07%                       |
| <b>Sub-Total - Wages and Expenses</b> | <b>\$</b> | <b>11,032,023</b> | <b>\$</b> | <b>10,831,453</b> | <b>\$</b> | <b>(200,570)</b>             | <b>-1.82%</b>                |
| Debt Service                          | \$        | 1,819,826         | \$        | 1,880,887         | \$        | 61,061                       | 3.36%                        |
| Employee Benefits                     | \$        | 4,143,463         | \$        | 4,516,593         | \$        | 373,130                      | 9.01%                        |
| <b>Sub-Total - All Municipal</b>      | <b>\$</b> | <b>16,995,312</b> | <b>\$</b> | <b>17,228,933</b> | <b>\$</b> | <b>233,621</b>               | <b>1.37%</b>                 |
| Nashoba Tech                          | \$        | 688,273           | \$        | 807,474           | \$        | 119,201                      | 17.32%                       |
| Groton-Dunstable Operating            | \$        | 22,020,595        | \$        | 23,481,350        | \$        | 1,460,755                    | 6.63%                        |
| Groton-Dunstable Excluded Debt        | \$        | 648,497           | \$        | 485,426           | \$        | (163,071)                    | -25.15%                      |
| Groton-Dunstable Debt                 | \$        | 58,147            | \$        | 56,358            | \$        | (1,789)                      | -3.08%                       |
| Groton Dunstable Capital              | \$        | 265,172           | \$        | 217,298           | \$        | (47,874)                     | -18.05%                      |
| <b>Sub-Total - Education</b>          | <b>\$</b> | <b>23,680,684</b> | <b>\$</b> | <b>25,047,906</b> | <b>\$</b> | <b>1,367,222</b>             | <b>5.77%</b>                 |
| <b>Grand Total - Town Budget</b>      | <b>\$</b> | <b>40,675,996</b> | <b>\$</b> | <b>42,276,839</b> | <b>\$</b> | <b>1,600,843</b>             | <b>3.94%</b>                 |

The total Fiscal Year 2022 Proposed Operating Budget, including Regional School Assessments and excluded debt, is \$42,276,839 or an increase of 3.94%. This proposed balanced budget is slightly under the anticipated FY 2022 Proposition 2½ Levy Limit. When you take into consideration the proposed Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed balanced budget is \$45,747,197. The Fiscal Year 2021 Tax Rate has been certified at \$17.60. Based on the Proposed Balanced Budget, the estimated Tax Rate in Fiscal Year 2022 is \$18.09, or an increase of \$0.49. In Fiscal Year 2021, the average Tax Bill in the Town of Groton (based on a home valued at \$507,000) is \$8,923. Under this proposed balanced budget, that same homeowner can expect a tax bill of \$9,172 or an increase of \$249. The following chart shows a comparison between FY 2021 and FY 2022:

|                                | <u>Actual<br/>FY 2021</u> | <u>Proposed<br/>FY 2022</u> | <u>Dollar<br/>Change</u> | <u>Percent<br/>Change</u> |
|--------------------------------|---------------------------|-----------------------------|--------------------------|---------------------------|
| Levy Capacity Used*            | \$ 32,727,034             | \$ 34,074,005               | \$ 1,346,971             | 4.12%                     |
| Tax Rate on Levy Capacity Used | \$ 16.53                  | \$ 17.07                    | \$ 0.54                  | 3.27%                     |
| Average Tax Bill               | \$ 8,381                  | \$ 8,654                    | \$ 274                   | 3.27%                     |
| Excluded Debt                  | \$ 2,122,284              | \$ 2,025,303                | \$ (96,981)              | -4.57%                    |
| Tax Rate on Excluded Debt      | \$ 1.07                   | \$ 1.02                     | \$ (0.05)                | -4.67%                    |
| Average Tax Bill               | \$ 542                    | \$ 517                      | \$ (25)                  | -4.67%                    |
| Final Levy Used                | \$ 34,849,318             | \$ 36,099,308               | \$ 1,249,990             | 3.59%                     |
| Final Tax Rate                 | \$ 17.60                  | \$ 18.09                    | \$ 0.49                  | 2.78%                     |
| Average Tax Bill               | \$ 8,923                  | \$ 9,172                    | \$ 249                   | 2.80%                     |

\*The FY 2022 Levy Limit includes FY 2021 unexpended tax capacity of \$280,997 and \$15 million in New Growth.

The Town Manager and Finance Committee would like to take this opportunity to thank the Select Board, Town Accountant Patricia DuFresne, Town Treasurer/Collector Michael Hartnett, Assistant Treasurer/Collector Hannah Moller, Principal Assistant Assessor Megan Foster, 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 Sherry Kersey 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,

*Bud Robertson, Chair*

*Gary Green, Vice Chair*

*Colby Doody*

*Mary Linskey*

*David Manugian*

*Arthur Prest*

*Scott Whitefield*

Town of Groton Finance Committee

**TOWN OF GROTON  
FISCAL YEAR 2022  
REVENUE ESTIMATES**

|  | <b>BUDGETED<br/>FY 2021</b> | <b>ESTIMATED<br/>FY 2022</b> | <b>CHANGE</b>       |
|--|-----------------------------|------------------------------|---------------------|
| <b>PROPERTY TAX REVENUE</b>            | \$ 32,985,370               | \$ 34,074,005                | \$ 1,088,634        |
| <b>DEBT EXCLUSIONS</b>                 | \$ 2,070,421                | \$ 2,025,303                 | \$ (45,118)         |
| <b>CHERRY SHEET - STATE AID</b>        | \$ 950,546                  | \$ 1,002,840                 | \$ 52,294           |
| <b>UNEXPENDED TAX CAPACITY</b>         | \$ 280,997                  | \$ -                         | \$ (280,997)        |
| <b>LOCAL RECEIPTS:</b>                 |                             |                              |                     |
| General Revenue:                       |                             |                              |                     |
| Motor Vehicle Excise Taxes             | \$ 1,555,341                | \$ 1,665,312                 | \$ 109,971          |
| Meals Tax and Room Occupancy Tax       | \$ 150,000                  | \$ 250,000                   | \$ 100,000          |
| Penalties & Interest on Taxes          | \$ 110,000                  | \$ 120,000                   | \$ 10,000           |
| Payments in Lieu of Taxes              | \$ 265,000                  | \$ 265,000                   | \$ -                |
| Other Charges for Services             | \$ 82,000                   | \$ 82,000                    | \$ -                |
| Fees                                   | \$ 300,000                  | \$ 340,000                   | \$ 40,000           |
| Rentals                                | \$ 40,000                   | \$ 28,000                    | \$ (12,000)         |
| Library Revenues                       | \$ 12,000                   | \$ 5,000                     | \$ (7,000)          |
| Other Departmental Revenue             | \$ 725,000                  | \$ 775,000                   | \$ 50,000           |
| Licenses and Permits                   | \$ 300,000                  | \$ 300,000                   | \$ -                |
| Fines and Forfeits                     | \$ 20,000                   | \$ 20,000                    | \$ -                |
| Investment Income                      | \$ 40,000                   | \$ 40,000                    | \$ -                |
| Recreation Revenues                    | \$ 491,939                  | \$ 600,000                   | \$ 108,061          |
| Miscellaneous Non-Recurring            | \$ -                        | \$ -                         | \$ -                |
| <b>Sub-total - General Revenue</b>     | <b>\$ 4,091,280</b>         | <b>\$ 4,490,312</b>          | <b>\$ 399,032</b>   |
| Other Revenue:                         |                             |                              |                     |
| Free Cash                              | \$ 297,090                  | \$ 467,679                   | \$ 170,589          |
| Capital Stabilization Fund for GDRSD   | \$ 265,172                  | \$ 217,298                   | \$ (47,874)         |
| Stabilization Fund for Tax Rate Relief | \$ -                        | \$ -                         | \$ -                |
| Capital Asset Stabilization Fund       | \$ 125,100                  | \$ 475,000                   | \$ 349,900          |
| EMS/Conservation Fund Receipts Reserve | \$ 625,000                  | \$ 300,000                   | \$ (325,000)        |
| Community Preservation Funds           | \$ -                        | \$ -                         | \$ -                |
| Water Department Surplus               | \$ -                        | \$ -                         | \$ -                |
| Sewer Department Surplus               | \$ -                        | \$ -                         | \$ -                |
| Insurance Reimbursements               | \$ -                        | \$ -                         | \$ -                |
| Encumbrances                           | \$ -                        | \$ -                         | \$ -                |
| <b>Sub-total - Other Revenue</b>       | <b>\$ 1,312,362</b>         | <b>\$ 1,459,977</b>          | <b>\$ 147,615</b>   |
| <b>WATER DEPARTMENT ENTERPRISE</b>     | <b>\$ 1,388,916</b>         | <b>\$ 1,404,564</b>          | <b>\$ 15,648</b>    |
| <b>SEWER DEPARTMENT ENTERPRISE</b>     | <b>\$ 763,301</b>           | <b>\$ 798,747</b>            | <b>\$ 35,446</b>    |
| <b>LOCAL ACCESS CABLE ENTERPRISE</b>   | <b>\$ 214,804</b>           | <b>\$ 215,905</b>            | <b>\$ 1,101</b>     |
| <b>FOUR CORNER SEWER ENTERPRISE</b>    | <b>\$ 32,805</b>            | <b>\$ 68,769</b>             | <b>\$ 35,964</b>    |
| <b>STORMWATER UTILITY ENTERPRISE</b>   | <b>\$ 188,800</b>           | <b>\$ 209,753</b>            | <b>\$ 20,953</b>    |
| <b>TOTAL ESTIMATED REVENUE</b>         | <b>\$ 44,090,804</b>        | <b>\$ 45,750,175</b>         | <b>\$ 1,659,372</b> |

**TOWN OF GROTON  
FISCAL YEAR 2022  
TAX LEVY CALCULATIONS**

**FY 2022 PROPOSED EXPENDITURES**

**TOWN MANAGER - Proposed Budget**

|                                    |    |            |
|------------------------------------|----|------------|
| General Government                 | \$ | 2,153,410  |
| Land Use Departments               | \$ | 452,856    |
| Protection of Persons and Property | \$ | 4,362,268  |
| Regional School Districts          | \$ | 25,047,906 |
| Department of Public Works         | \$ | 2,202,359  |
| Library and Citizen Services       | \$ | 1,660,560  |
| Debt Service                       | \$ | 1,880,887  |
| Employee Benefits                  | \$ | 4,516,593  |

**Sub-Total - Operating Budget** \$ 42,276,839

A. TOTAL DEPARTMENTAL BUDGET REQUESTS \$ 42,276,839  
B. CAPITAL BUDGET REQUESTS \$ 625,000  
C. ENTERPRISE FUND REQUESTS \$ 2,426,591  
D. COMMUNITY PRESERVATION REQUEST

**OTHER AMOUNTS TO BE RAISED**

|   |    |         |
|---|----|---------|
| 1. Amounts certified for tax title purposes | \$ | -       |
| 2. Debt and interest charges not included   | \$ | -       |
| 3. Final court judgments                    | \$ | -       |
| 4. Total Overlay deficits of prior years    | \$ | -       |
| 5. Total cherry sheet offsets               | \$ | 21,691  |
| 6. Revenue deficits                         | \$ | -       |
| 7. Offset Receipts                          | \$ | -       |
| 8. Authorized deferral of Teachers' Pay     | \$ | -       |
| 9. Snow and Ice deficit                     | \$ | 100,000 |
| 10. Other                                   |    |         |

E. TOTAL OTHER AMOUNTS TO BE RAISED \$ 121,691  
F. STATE AND COUNTY CHERRY SHEET CHARGES \$ 97,077  
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS \$ 200,000

**TOTAL PROPOSED EXPENDITURES** \$ **45,747,197**

**FY 2022 ESTIMATED RECEIPTS**

**ESTIMATED TAX LEVY**

|                |    |            |
|----------------|----|------------|
| Levy Limit     | \$ | 34,074,005 |
| Debt Exclusion | \$ | 2,025,303  |

A. ESTIMATED TAX LEVY \$ 36,099,308  
B. CHERRY SHEET ESTIMATED RECEIPTS \$ 1,002,840  
C. LOCAL RECEIPTS NOT ALLOCATED \$ 4,490,312  
D. OFFSET RECEIPTS \$ -  
E. ENTERPRISE FUNDS \$ 2,697,739  
F. COMMUNITY PRESERVATION FUNDS \$ -  
G. FREE CASH \$ 467,679

**OTHER AVAILABLE FUNDS**

|                             |    |         |
|-----------------------------|----|---------|
| 1. Stabilization Fund       |    |         |
| 2. Capital Asset Fund       | \$ | 475,000 |
| 3. GDRSD Capital Asset Fund | \$ | 217,298 |
| 4. EMS/Conservation Fund    | \$ | 300,000 |

H. OTHER AVAILABLE FUNDS \$ 992,298

**TOTAL ESTIMATED RECEIPTS** \$ **45,750,175**

**FY 2022 SURPLUS/(DEFICIT)** \$ **2,978**

# APPENDIX A

## TOWN OF GROTON

### FISCAL YEAR 2022

| LINE                             | DEPARTMENT/DESCRIPTION  | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|----------------------------------|-------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b><u>GENERAL GOVERNMENT</u></b> |                         |                   |                         |                                   |                             |                   |                                |                                   |
| <b>MODERATOR</b>                 |                         |                   |                         |                                   |                             |                   |                                |                                   |
| 1000                             | Salaries                | \$ 65             | \$ 65                   | \$ 65                             | \$ 65                       | 0.00%             | \$ 0.01                        | 0.00%                             |
| 1001                             | Expenses                | \$ -              | \$ 80                   | \$ 80                             | \$ 80                       | 0.00%             | \$ 0.02                        | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>        |                         | <b>\$ 65</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                | \$ 1,802          | \$ 3,300                | \$ 3,300                          | \$ 3,300                    | 0.00%             | \$ 0.70                        | 0.01%                             |
| 1023                             | Engineering/Consultant  | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1024                             | Minor Capital           | \$ 25,633         | \$ 25,683               | \$ 25,683                         | \$ 25,683                   | 0.00%             | \$ 5.44                        | 0.06%                             |
| <b>DEPARTMENTAL TOTAL</b>        |                         | <b>\$ 27,435</b>  | <b>\$ 28,983</b>        | <b>\$ 28,983</b>                  | <b>\$ 28,983</b>            | <b>0.00%</b>      | <b>\$ 6.14</b>                 | <b>0.07%</b>                      |
| <b>TOWN MANAGER</b>              |                         |                   |                         |                                   |                             |                   |                                |                                   |
| 1030                             | Salaries                | \$ 227,980        | \$ 233,050              | \$ 227,220                        | \$ 227,220                  | -2.50%            | \$ 48.11                       | 0.52%                             |
| 1031                             | Wages                   | \$ 120,450        | \$ 125,336              | \$ 115,172                        | \$ 115,172                  | -8.11%            | \$ 24.38                       | 0.27%                             |
| 1032                             | Expenses                | \$ 9,784          | \$ 14,600               | \$ 14,600                         | \$ 14,600                   | 0.00%             | \$ 3.09                        | 0.03%                             |
| 1033                             | Engineering/Consultant  | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1034                             | Performance Evaluations | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>        |                         | <b>\$ 358,214</b> | <b>\$ 372,986</b>       | <b>\$ 356,992</b>                 | <b>\$ 356,992</b>           | <b>-4.29%</b>     | <b>\$ 75.58</b>                | <b>0.82%</b>                      |



| LINE                           | DEPARTMENT/DESCRIPTION    | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|--------------------------------|---------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>FINANCE COMMITTEE</b>       |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1040                           | Expenses                  | \$ 210            | \$ 215                  | \$ 215                            | \$ 215                      | 0.00%             | \$ 0.05                        | 0.00%                             |
| 1041                           | Reserve Fund              | \$ 49,400         | \$ 150,000              | \$ 150,000                        | \$ 150,000                  | 0.00%             | \$ 31.76                       | 0.35%                             |
| <hr/>                          |                           |                   |                         |                                   |                             |                   |                                |                                   |
|                                | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 49,610</b>  | <b>\$ 150,215</b>       | <b>\$ 150,215</b>                 | <b>\$ 150,215</b>           | <b>0.00%</b>      | <b>\$ 31.80</b>                | <b>0.35%</b>                      |
| <b>TOWN ACCOUNTANT</b>         |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1050                           | Salaries                  | \$ 95,155         | \$ 97,083               | \$ 96,408                         | \$ 96,408                   | -0.70%            | \$ 20.41                       | 0.22%                             |
| 1051                           | Wages                     | \$ 47,776         | \$ 49,627               | \$ 50,865                         | \$ 50,865                   | 2.49%             | \$ 10.77                       | 0.12%                             |
| 1052                           | Expenses                  | \$ 41,815         | \$ 37,595               | \$ 37,706                         | \$ 37,706                   | 0.30%             | \$ 7.98                        | 0.09%                             |
| <hr/>                          |                           |                   |                         |                                   |                             |                   |                                |                                   |
|                                | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 184,746</b> | <b>\$ 184,305</b>       | <b>\$ 184,979</b>                 | <b>\$ 184,979</b>           | <b>0.37%</b>      | <b>\$ 39.16</b>                | <b>0.43%</b>                      |
| <b>BOARD OF ASSESSORS</b>      |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1060                           | Salaries                  | \$ 78,580         | \$ 80,528               | \$ 80,000                         | \$ 80,000                   | -0.66%            | \$ 16.94                       | 0.18%                             |
| 1061                           | Wages                     | \$ 62,550         | \$ 64,728               | \$ 61,763                         | \$ 61,763                   | -4.58%            | \$ 13.08                       | 0.14%                             |
| 1062                           | Expenses                  | \$ 20,743         | \$ 45,858               | \$ 45,215                         | \$ 45,215                   | -1.40%            | \$ 9.57                        | 0.10%                             |
| 1063                           | Legal Expense             | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>                          |                           |                   |                         |                                   |                             |                   |                                |                                   |
|                                | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 161,873</b> | <b>\$ 191,114</b>       | <b>\$ 186,978</b>                 | <b>\$ 186,978</b>           | <b>-2.16%</b>     | <b>\$ 39.59</b>                | <b>0.43%</b>                      |
| <b>TREASURER/TAX COLLECTOR</b> |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1070                           | Salaries                  | \$ 88,286         | \$ 93,975               | \$ 85,000                         | \$ 85,000                   | -9.55%            | \$ 18.00                       | 0.20%                             |
| 1071                           | Wages                     | \$ 112,007        | \$ 119,037              | \$ 115,693                        | \$ 115,693                  | -2.81%            | \$ 24.49                       | 0.27%                             |
| 1072                           | Expenses                  | \$ 18,752         | \$ 20,945               | \$ 20,945                         | \$ 20,945                   | 0.00%             | \$ 4.43                        | 0.05%                             |
| 1073                           | Tax Title                 | \$ 2,048          | \$ 5,725                | \$ 5,725                          | \$ 5,725                    | 0.00%             | \$ 1.21                        | 0.01%                             |
| 1074                           | Bond Cost                 | \$ 2,550          | \$ 4,900                | \$ 3,300                          | \$ 3,300                    | -32.65%           | \$ 0.70                        | 0.01%                             |
| <hr/>                          |                           |                   |                         |                                   |                             |                   |                                |                                   |
|                                | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 223,643</b> | <b>\$ 244,582</b>       | <b>\$ 230,663</b>                 | <b>\$ 230,663</b>           | <b>-5.69%</b>     | <b>\$ 48.84</b>                | <b>0.53%</b>                      |

| LINE                          | DEPARTMENT/DESCRIPTION | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|-------------------------------|------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>TOWN COUNSEL</b>           |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1080                          | Expenses               | \$ 77,338         | \$ 90,000               | \$ 90,000                         | \$ 90,000                   | 0.00%             | \$ 19.06                       | 0.21%                             |
| <b>DEPARTMENTAL TOTAL</b>     |                        | <b>\$ 77,338</b>  | <b>\$ 90,000</b>        | <b>\$ 90,000</b>                  | <b>\$ 90,000</b>            | <b>0.00%</b>      | <b>\$ 19.06</b>                | <b>0.21%</b>                      |
| <b>HUMAN RESOURCES</b>        |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1090                          | Salary                 | \$ 82,673         | \$ 84,313               | \$ 82,822                         | \$ 82,822                   | -1.77%            | \$ 17.54                       | 0.19%                             |
| 1091                          | Expenses               | \$ 9,547          | \$ 11,000               | \$ 10,000                         | \$ 10,000                   | -9.09%            | \$ 2.12                        | 0.02%                             |
| <b>DEPARTMENTAL TOTAL</b>     |                        | <b>\$ 92,220</b>  | <b>\$ 95,313</b>        | <b>\$ 92,822</b>                  | <b>\$ 92,822</b>            | <b>-2.61%</b>     | <b>\$ 19.65</b>                | <b>0.21%</b>                      |
| <b>INFORMATION TECHNOLOGY</b> |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1100                          | Salary                 | \$ 114,722        | \$ 117,004              | \$ 115,193                        | \$ 115,193                  | -1.55%            | \$ 24.39                       | 0.27%                             |
| 1101                          | Wages                  | \$ 59,031         | \$ 61,095               | \$ 62,317                         | \$ 62,317                   | 2.00%             | \$ 13.19                       | 0.14%                             |
| 1102                          | Expenses               | \$ 20,552         | \$ 24,800               | \$ 22,800                         | \$ 22,800                   | -8.06%            | \$ 4.83                        | 0.05%                             |
| <b>DEPARTMENTAL TOTAL</b>     |                        | <b>\$ 194,305</b> | <b>\$ 202,899</b>       | <b>\$ 200,310</b>                 | <b>\$ 200,310</b>           | <b>-1.28%</b>     | <b>\$ 42.41</b>                | <b>0.46%</b>                      |
| <b>GIS STEERING COMMITTEE</b> |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1120                          | Expenses               | \$ 14,675         | \$ 10,800               | \$ 10,800                         | \$ 10,800                   | 0.00%             | \$ 2.29                        | 0.02%                             |
| <b>DEPARTMENTAL TOTAL</b>     |                        | <b>\$ 14,675</b>  | <b>\$ 10,800</b>        | <b>\$ 10,800</b>                  | <b>\$ 10,800</b>            | <b>0.00%</b>      | <b>\$ 2.29</b>                 | <b>0.02%</b>                      |
| <b>TOWN CLERK</b>             |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1130                          | Salaries               | \$ 88,080         | \$ 92,073               | \$ 90,853                         | \$ 90,853                   | -1.33%            | \$ 19.24                       | 0.21%                             |
| 1131                          | Wages                  | \$ 61,051         | \$ 67,751               | \$ 65,205                         | \$ 65,205                   | -3.76%            | \$ 13.81                       | 0.15%                             |
| 1132                          | Expenses               | \$ 10,458         | \$ 9,867                | \$ 9,867                          | \$ 9,867                    | 0.00%             | \$ 2.09                        | 0.02%                             |
| 1135                          | Minor Capital          | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>     |                        | <b>\$ 159,589</b> | <b>\$ 169,691</b>       | <b>\$ 165,925</b>                 | <b>\$ 165,925</b>           | <b>-2.22%</b>     | <b>\$ 35.13</b>                | <b>0.38%</b>                      |

| LINE                                       | DEPARTMENT/DESCRIPTION                   | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|--|--|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>ELECTIONS &amp; BOARD OF REGISTRARS</b> |  |                   |                         |                                   |                             |                   |                                |                                   |
| 1140                                       | Stipend                                  | \$ 6,082          | \$ 19,115               | \$ 6,336                          | \$ 6,336                    | -66.85%           | \$ 1.34                        | 0.01%                             |
| 1141                                       | Expenses                                 | \$ 8,692          | \$ 22,185               | \$ 7,912                          | \$ 7,912                    | -64.34%           | \$ 1.68                        | 0.02%                             |
| 1142                                       | Minor Capital                            | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>                                      |  |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                | <b>\$ 14,774</b>  | <b>\$ 41,300</b>        | <b>\$ 14,248</b>                  | <b>\$ 14,248</b>            | <b>-65.50%</b>    | <b>\$ 3.02</b>                 | <b>0.03%</b>                      |
| <b>STREET LISTINGS</b>                     |  |                   |                         |                                   |                             |                   |                                |                                   |
| 1150                                       | Expenses                                 | \$ 3,900          | \$ 5,000                | \$ 4,850                          | \$ 4,850                    | -3.00%            | \$ 1.03                        | 0.01%                             |
| <hr/>                                      |  |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                | <b>\$ 3,900</b>   | <b>\$ 5,000</b>         | <b>\$ 4,850</b>                   | <b>\$ 4,850</b>             | <b>-3.00%</b>     | <b>\$ 1.03</b>                 | <b>0.01%</b>                      |
| <b>INSURANCE &amp; BONDING</b>             |  |                   |                         |                                   |                             |                   |                                |                                   |
| 1160                                       | Insurance & Bonding                      | \$ 226,650        | \$ 250,000              | \$ 290,000                        | \$ 290,000                  | 16.00%            | \$ 61.40                       | 0.67%                             |
| 1161                                       | Insurance Deductible Reserve - Liability | \$ 3,220          | \$ 12,000               | \$ 12,000                         | \$ 12,000                   | 0.00%             | \$ 2.54                        | 0.03%                             |
| 1162                                       | Insurance Deductible Reserve - 111F      | \$ 6,416          | \$ 25,000               | \$ 25,000                         | \$ 25,000                   | 0.00%             | \$ 5.29                        | 0.06%                             |
| <hr/>                                      |  |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                | <b>\$ 236,286</b> | <b>\$ 287,000</b>       | <b>\$ 327,000</b>                 | <b>\$ 327,000</b>           | <b>13.94%</b>     | <b>\$ 69.23</b>                | <b>0.75%</b>                      |
| <b>TOWN REPORT</b>                         |  |                   |                         |                                   |                             |                   |                                |                                   |
| 1170                                       | Expenses                                 | \$ 1,464          | \$ 1,500                | \$ 1,500                          | \$ 1,500                    | 0.00%             | \$ 0.32                        | 0.00%                             |
| <hr/>                                      |  |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                | <b>\$ 1,464</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>                      |

| LINE                              | DEPARTMENT/DESCRIPTION          | FY 2020<br>ACTUAL   | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|-----------------------------------|---------------------------------|---------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>POSTAGE/TOWN HALL EXPENSES</b> |                                 |                     |                         |                                   |                             |                   |                                |                                   |
| 1180                              | Expenses                        | \$ 44,276           | \$ 70,000               | \$ 60,000                         | \$ 60,000                   | -14.29%           | \$ 12.70                       | 0.14%                             |
| 1181                              | Telephone Expenses              | \$ 25,244           | \$ 35,000               | \$ 30,000                         | \$ 30,000                   | -14.29%           | \$ 6.35                        | 0.07%                             |
| 1182                              | Office Supplies                 | \$ 12,048           | \$ 17,000               | \$ 17,000                         | \$ 17,000                   | 0.00%             | \$ 3.60                        | 0.04%                             |
| <hr/>                             |                                 |                     |                         |                                   |                             |                   |                                |                                   |
|                                   | <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 81,568</b>    | <b>\$ 122,000</b>       | <b>\$ 107,000</b>                 | <b>\$ 107,000</b>           | <b>-12.30%</b>    | <b>\$ 22.65</b>                | <b>0.25%</b>                      |
| <hr/>                             |                                 |                     |                         |                                   |                             |                   |                                |                                   |
|                                   | <b>TOTAL GENERAL GOVERNMENT</b> | <b>\$ 1,881,705</b> | <b>\$ 2,197,833</b>     | <b>\$ 2,153,410</b>               | <b>\$ 2,153,410</b>         | <b>-2.02%</b>     | <b>\$ 455.93</b>               | <b>4.97%</b>                      |

**LAND USE DEPARTMENTS**

|                                |                           |                  |                  |                  |                  |               |                 |              |
|--------------------------------|---------------------------|------------------|------------------|------------------|------------------|---------------|-----------------|--------------|
| <b>CONSERVATION COMMISSION</b> |                           |                  |                  |                  |                  |               |                 |              |
| 1200                           | Salary                    | \$ 66,686        | \$ 71,545        | \$ 69,481        | \$ 69,481        | -2.88%        | \$ 14.71        | 0.16%        |
| 1201                           | Wages                     | \$ -             | \$ -             | \$ -             | \$ -             | 0.00%         | \$ -            | 0.00%        |
| 1202                           | Expenses                  | \$ 8,556         | \$ 7,350         | \$ 7,350         | \$ 7,350         | 0.00%         | \$ 1.56         | 0.02%        |
| 1203                           | Engineering & Legal       | \$ -             | \$ -             | \$ -             | \$ -             | 0.00%         | \$ -            | 0.00%        |
| 1204                           | Minor Capital             | \$ -             | \$ -             | \$ -             | \$ -             | 0.00%         | \$ -            | 0.00%        |
| <hr/>                          |                           |                  |                  |                  |                  |               |                 |              |
|                                | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 75,242</b> | <b>\$ 78,895</b> | <b>\$ 76,831</b> | <b>\$ 76,831</b> | <b>-2.62%</b> | <b>\$ 16.27</b> | <b>0.18%</b> |
| <hr/>                          |                           |                  |                  |                  |                  |               |                 |              |
| <b>PLANNING BOARD</b>          |                           |                  |                  |                  |                  |               |                 |              |
| 1210                           | Salaries                  | \$ 83,043        | \$ 85,518        | \$ 84,016        | \$ 84,016        | -1.76%        | \$ 17.79        | 0.19%        |
| 1211                           | Wages                     | \$ -             | \$ -             | \$ -             | \$ -             | 0.00%         | \$ -            | 0.00%        |
| 1212                           | Expenses                  | \$ 11,159        | \$ 8,650         | \$ 8,650         | \$ 8,650         | 0.00%         | \$ 1.83         | 0.02%        |
| 1215                           | M.R.P.C. Assessment       | \$ 3,664         | \$ 3,756         | \$ 3,850         | \$ 3,850         | 2.50%         | \$ 0.82         | 0.01%        |
| 1216                           | Legal Budget              | \$ -             | \$ -             | \$ -             | \$ -             | 0.00%         | \$ -            | 0.00%        |
| <hr/>                          |                           |                  |                  |                  |                  |               |                 |              |
|                                | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 97,866</b> | <b>\$ 97,924</b> | <b>\$ 96,516</b> | <b>\$ 96,516</b> | <b>-1.44%</b> | <b>\$ 20.43</b> | <b>0.22%</b> |

| LINE                                | DEPARTMENT/DESCRIPTION | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|-------------------------------------|------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>ZONING BOARD OF APPEALS</b>      |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1220                                | Wages                  | \$ 20,798         | \$ 21,375               | \$ 21,017                         | \$ 21,017                   | -1.67%            | \$ 4.45                        | 0.05%                             |
| 1221                                | Expenses               | \$ 920            | \$ 1,500                | \$ 1,500                          | \$ 1,500                    | 0.00%             | \$ 0.32                        | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>           |                        | <b>\$ 21,718</b>  | <b>\$ 22,875</b>        | <b>\$ 22,517</b>                  | <b>\$ 22,517</b>            | <b>-1.57%</b>     | <b>\$ 4.77</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               | \$ 115,869        | \$ 93,975               | \$ 93,380                         | \$ 93,380                   | -0.63%            | \$ 19.77                       | 0.22%                             |
| 1241                                | Wages                  | \$ 52,486         | \$ 56,970               | \$ 56,503                         | \$ 56,503                   | -0.82%            | \$ 11.96                       | 0.13%                             |
| 1242                                | Expenses               | \$ 936            | \$ 3,100                | \$ 3,500                          | \$ 3,500                    | 12.90%            | \$ 0.74                        | 0.01%                             |
| 1243                                | Minor Capital          | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>           |                        | <b>\$ 169,291</b> | <b>\$ 154,045</b>       | <b>\$ 153,383</b>                 | <b>\$ 153,383</b>           | <b>-0.43%</b>     | <b>\$ 32.47</b>                | <b>0.35%</b>                      |
| <b>MECHANICAL INSPECTOR</b>         |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1250                                | Fee Salaries           | \$ 28,890         | \$ 30,000               | \$ 30,000                         | \$ 30,000                   | 0.00%             | \$ 6.35                        | 0.07%                             |
| 1251                                | Expenses               | \$ 3,207          | \$ 5,000                | \$ 4,000                          | \$ 4,000                    | -20.00%           | \$ 0.85                        | 0.01%                             |
| <b>DEPARTMENTAL TOTAL</b>           |                        | <b>\$ 32,097</b>  | <b>\$ 35,000</b>        | <b>\$ 34,000</b>                  | <b>\$ 34,000</b>            | <b>-2.86%</b>     | <b>\$ 7.20</b>                 | <b>0.08%</b>                      |

| LINE                                    | DEPARTMENT/DESCRIPTION          | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|---|---------------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>EARTH REMOVAL INSPECTOR</b>          |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| 1260                                    | Stipend                         | \$ 1,500          | \$ 2,500                | \$ 2,500                          | \$ 2,500                    | 0.00%             | \$ 0.53                        | 0.01%                             |
| 1261                                    | Expenses                        | \$ -              | \$ 100                  | \$ 100                            | \$ 100                      | 0.00%             | \$ 0.02                        | 0.00%                             |
| 1262                                    | Minor Capital                   | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>                                   |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>               |                                 | <b>\$ 1,500</b>   | <b>\$ 2,600</b>         | <b>\$ 2,600</b>                   | <b>\$ 2,600</b>             | <b>0.00%</b>      | <b>\$ 0.55</b>                 | <b>0.01%</b>                      |
| <b>BOARD OF HEALTH</b>                  |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| 1270                                    | Wages                           | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1271                                    | Expenses                        | \$ 465            | \$ 1,575                | \$ 1,575                          | \$ 1,575                    | 0.00%             | \$ 0.33                        | 0.00%                             |
| 1272                                    | Nursing Services                | \$ -              | \$ 13,111               | \$ 13,767                         | \$ 13,767                   | 5.00%             | \$ 2.91                        | 0.03%                             |
| 1273                                    | Nashoba Health District         | \$ 47,849         | \$ 28,730               | \$ 30,167                         | \$ 30,167                   | 5.00%             | \$ 6.39                        | 0.07%                             |
| 1274                                    | Herbert Lipton MH               | \$ 8,000          | \$ -                    | \$ 8,000                          | \$ 8,000                    | 0.00%             | \$ 1.69                        | 0.02%                             |
| 1275                                    | Eng/Consult/Landfill Monitoring | \$ 6,713          | \$ 10,000               | \$ 10,200                         | \$ 10,200                   | 2.00%             | \$ 2.16                        | 0.02%                             |
| <hr/>                                   |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>               |                                 | <b>\$ 63,026</b>  | <b>\$ 53,416</b>        | <b>\$ 63,709</b>                  | <b>\$ 63,709</b>            | <b>19.27%</b>     | <b>\$ 13.49</b>                | <b>0.15%</b>                      |
| <b>SEALER OF WEIGHTS &amp; MEASURES</b> |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| 1280                                    | Fee Salaries                    | \$ 2,260          | \$ 3,200                | \$ 3,200                          | \$ 3,200                    | 0.00%             | \$ 0.68                        | 0.01%                             |
| 1281                                    | Expenses                        | \$ -              | \$ 100                  | \$ 100                            | \$ 100                      | 0.00%             | \$ 0.02                        | 0.00%                             |
| <hr/>                                   |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>               |                                 | <b>\$ 2,260</b>   | <b>\$ 3,300</b>         | <b>\$ 3,300</b>                   | <b>\$ 3,300</b>             | <b>0.00%</b>      | <b>\$ 0.70</b>                 | <b>0.01%</b>                      |
| <hr/>                                   |                                 |                   |                         |                                   |                             |                   |                                |                                   |
| <b>TOTAL LAND USE DEPARTMENTS</b>       |                                 | <b>\$ 463,000</b> | <b>\$ 448,055</b>       | <b>\$ 452,856</b>                 | <b>\$ 452,856</b>           | <b>1.07%</b>      | <b>\$ 95.88</b>                | <b>1.05%</b>                      |

| LINE   | DEPARTMENT/DESCRIPTION        | FY 2020<br>ACTUAL   | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|--|-------------------------------|---------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b><u>PROTECTION OF PERSONS AND PROPERTY</u></b> |                               |                     |                         |                                   |                             |                   |                                |                                   |
| <b>POLICE DEPARTMENT</b>                         |                               |                     |                         |                                   |                             |                   |                                |                                   |
| 1300   | Salaries                      | \$ 343,223          | \$ 268,334              | \$ 269,791                        | \$ 269,791                  | 0.54%             | \$ 57.12                       | 0.62%                             |
| 1301   | Wages                         | \$ 1,833,948        | \$ 1,968,864            | \$ 1,981,381                      | \$ 1,981,381                | 0.64%             | \$ 419.51                      | 4.57%                             |
| 1302   | Expenses                      | \$ 142,069          | \$ 217,200              | \$ 212,200                        | \$ 212,200                  | -2.30%            | \$ 44.93                       | 0.49%                             |
| 1303   | Lease or Purchase of Cruisers | \$ 3,960            | \$ 4,920                | \$ 5,000                          | \$ 5,000                    | 1.63%             | \$ 1.06                        | 0.01%                             |
| 1304   | PS Building (Expenses)        | \$ -                | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1305   | Minor Capital                 | \$ 7,150            | \$ 20,000               | \$ 11,000                         | \$ 11,000                   | -45.00%           | \$ 2.33                        | 0.03%                             |
| <hr/>  |                               |                     |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                        |                               | <b>\$ 2,330,350</b> | <b>\$ 2,479,318</b>     | <b>\$ 2,479,372</b>               | <b>\$ 2,479,372</b>         | <b>0.00%</b>      | <b>\$ 524.94</b>               | <b>5.72%</b>                      |
| <b>FIRE DEPARTMENT</b>                           |                               |                     |                         |                                   |                             |                   |                                |                                   |
| 1310   | Salaries                      | \$ 184,836          | \$ 235,000              | \$ 238,928                        | \$ 238,928                  | 1.67%             | \$ 50.59                       | 0.55%                             |
| 1311   | Wages                         | \$ 903,135          | \$ 999,244              | \$ 997,893                        | \$ 997,893                  | -0.14%            | \$ 211.28                      | 2.30%                             |
| 1312   | Expenses                      | \$ 168,346          | \$ 200,905              | \$ 161,682                        | \$ 161,682                  | -19.52%           | \$ 34.23                       | 0.37%                             |
| <hr/>  |                               |                     |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                        |                               | <b>\$ 1,256,317</b> | <b>\$ 1,435,149</b>     | <b>\$ 1,398,503</b>               | <b>\$ 1,398,503</b>         | <b>-2.55%</b>     | <b>\$ 296.10</b>               | <b>3.23%</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%                             |
| <hr/>  |                               |                     |                         |                                   |                             |                   |                                |                                   |
| <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                        | \$ 2,082            | \$ 2,082                | \$ 2,082                          | \$ 2,082                    | 0.00%             | \$ 0.44                        | 0.00%                             |
| 1331   | Expenses                      | \$ -                | \$ 400                  | \$ 400                            | \$ 400                      | 0.00%             | \$ 0.08                        | 0.00%                             |
| <hr/>  |                               |                     |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                        |                               | <b>\$ 2,082</b>     | <b>\$ 2,482</b>         | <b>\$ 2,482</b>                   | <b>\$ 2,482</b>             | <b>0.00%</b>      | <b>\$ 0.53</b>                 | <b>0.01%</b>                      |

| LINE  | DEPARTMENT/DESCRIPTION    | FY 2020<br>ACTUAL   | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|---|---------------------------|---------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>ANIMAL CONTROL OFFICER</b>                       |                           |                     |                         |                                   |                             |                   |                                |                                   |
| 1340  | Salary                    | \$ 2,082            | \$ 2,082                | \$ 2,082                          | \$ 2,082                    | 0.00%             | \$ 0.44                        | 0.00%                             |
| 1341  | Expenses                  | \$ -                | \$ 400                  | \$ 400                            | \$ 400                      | 0.00%             | \$ 0.08                        | 0.00%                             |
| <hr/>   |                           |                     |                         |                                   |                             |                   |                                |                                   |
|   | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 2,082</b>     | <b>\$ 2,482</b>         | <b>\$ 2,482</b>                   | <b>\$ 2,482</b>             | <b>0.00%</b>      | <b>\$ 0.53</b>                 | <b>0.01%</b>                      |
| <b>EMERGENCY MANAGEMENT AGENCY</b>                  |                           |                     |                         |                                   |                             |                   |                                |                                   |
| 1350  | Salary                    | \$ 4,000            | \$ 4,000                | \$ 4,000                          | \$ 4,000                    | 0.00%             | \$ 0.85                        | 0.01%                             |
| 1351  | Expenses                  | \$ 6,068            | \$ 12,500               | \$ 10,000                         | \$ 10,000                   | -20.00%           | \$ 2.12                        | 0.02%                             |
| 1352  | Minor Capital             | \$ -                | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>   |                           |                     |                         |                                   |                             |                   |                                |                                   |
|   | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 10,068</b>    | <b>\$ 16,500</b>        | <b>\$ 14,000</b>                  | <b>\$ 14,000</b>            | <b>-15.15%</b>    | <b>\$ 2.96</b>                 | <b>0.03%</b>                      |
| <b>DOG OFFICER</b>                                  |                           |                     |                         |                                   |                             |                   |                                |                                   |
| 1360  | Salary                    | \$ 15,000           | \$ 15,000               | \$ 15,000                         | \$ 15,000                   | 0.00%             | \$ 3.18                        | 0.03%                             |
| 1361  | Expenses                  | \$ 2,597            | \$ 4,000                | \$ 3,000                          | \$ 3,000                    | -25.00%           | \$ 0.64                        | 0.01%                             |
| <hr/>   |                           |                     |                         |                                   |                             |                   |                                |                                   |
|   | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 17,597</b>    | <b>\$ 19,000</b>        | <b>\$ 18,000</b>                  | <b>\$ 18,000</b>            | <b>-5.26%</b>     | <b>\$ 3.81</b>                 | <b>0.04%</b>                      |
| <b>POLICE &amp; FIRE COMMUNICATIONS</b>             |                           |                     |                         |                                   |                             |                   |                                |                                   |
| 1370  | Wages                     | \$ 337,559          | \$ 416,824              | \$ 423,552                        | \$ 423,552                  | 1.61%             | \$ 89.68                       | 0.98%                             |
| 1371  | Expenses                  | \$ 2,706            | \$ 23,875               | \$ 23,875                         | \$ 23,875                   | 0.00%             | \$ 5.05                        | 0.06%                             |
| 1372  | Minor Capital             | \$ -                | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>   |                           |                     |                         |                                   |                             |                   |                                |                                   |
|   | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 340,265</b>   | <b>\$ 440,699</b>       | <b>\$ 447,427</b>                 | <b>\$ 447,427</b>           | <b>1.53%</b>      | <b>\$ 94.73</b>                | <b>1.03%</b>                      |
| <b>TOTAL PROTECTION OF<br/>PERSONS AND PROPERTY</b> |                           | <b>\$ 3,958,761</b> | <b>\$ 4,395,632</b>     | <b>\$ 4,362,268</b>               | <b>\$ 4,362,268</b>         | <b>-0.76%</b>     | <b>\$ 923.60</b>               | <b>10.07%</b>                     |



| LINE | DEPARTMENT/DESCRIPTION | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|------|------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
|------|------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|

### REGIONAL SCHOOL DISTRICT BUDGETS

#### NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL

|                           |           |                |           |                |           |                |           |                |               |           |               |              |
|---------------------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|---------------|-----------|---------------|--------------|
| 1400 Operating Expenses   | \$        | 728,802        | \$        | 688,273        | \$        | 807,474        | \$        | 807,474        | 17.32%        | \$        | 170.96        | 1.86%        |
| <b>DEPARTMENTAL TOTAL</b> | <b>\$</b> | <b>728,802</b> | <b>\$</b> | <b>688,273</b> | <b>\$</b> | <b>807,474</b> | <b>\$</b> | <b>807,474</b> | <b>17.32%</b> | <b>\$</b> | <b>170.96</b> | <b>1.86%</b> |

#### GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT

|                                |           |                   |           |                   |           |                   |           |                   |              |           |                 |               |
|--------------------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|--------------|-----------|-----------------|---------------|
| 1410 Operating Expenses        | \$        | 22,063,256        | \$        | 22,020,595        | \$        | 23,481,350        | \$        | 23,481,350        | 6.63%        | \$        | 4,971.56        | 54.20%        |
| 1411 Debt Service, Excluded    | \$        | -                 | \$        | 648,497           | \$        | 485,426           | \$        | 485,426           | -25.15%      | \$        | 102.78          | 1.12%         |
| 1412 Debt Service, Unexcluded  | \$        | -                 | \$        | 58,147            | \$        | 56,358            | \$        | 56,358            | -3.08%       | \$        | 11.93           | 0.13%         |
| 1413 Out of District Placement | \$        | -                 | \$        | -                 | \$        | -                 | \$        | -                 | 0.00%        | \$        | -               | 0.00%         |
| 1414 Capital Assessment        | \$        | 459,647           | \$        | 265,172           | \$        | 217,298           | \$        | 217,298           | -18.05%      | \$        | 46.01           | 0.50%         |
| <b>DEPARTMENTAL TOTAL</b>      | <b>\$</b> | <b>22,522,903</b> | <b>\$</b> | <b>22,992,411</b> | <b>\$</b> | <b>24,240,432</b> | <b>\$</b> | <b>24,240,432</b> | <b>5.43%</b> | <b>\$</b> | <b>5,132.27</b> | <b>55.96%</b> |

|                      |           |                   |           |                   |           |                   |           |                   |              |           |                 |               |
|----------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|--------------|-----------|-----------------|---------------|
| <b>TOTAL SCHOOLS</b> | <b>\$</b> | <b>23,251,705</b> | <b>\$</b> | <b>23,680,684</b> | <b>\$</b> | <b>25,047,906</b> | <b>\$</b> | <b>25,047,906</b> | <b>5.77%</b> | <b>\$</b> | <b>5,303.24</b> | <b>57.82%</b> |
|----------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|--------------|-----------|-----------------|---------------|

### DEPARTMENT OF PUBLIC WORKS

#### HIGHWAY DEPARTMENT

|                           |           |                |           |                  |           |                |           |                |               |           |               |              |
|---------------------------|-----------|----------------|-----------|------------------|-----------|----------------|-----------|----------------|---------------|-----------|---------------|--------------|
| 1500 Salaries             | \$        | 112,891        | \$        | 115,659          | \$        | 113,877        | \$        | 113,877        | -1.54%        | \$        | 24.11         | 0.26%        |
| 1501 Wages                | \$        | 684,021        | \$        | 708,055          | \$        | 656,364        | \$        | 656,364        | -7.30%        | \$        | 138.97        | 1.52%        |
| 1502 Expenses             | \$        | 132,550        | \$        | 136,900          | \$        | 136,900        | \$        | 136,900        | 0.00%         | \$        | 28.98         | 0.32%        |
| 1503 Highway Maintenance  | \$        | 56,304         | \$        | 90,000           | \$        | 90,000         | \$        | 90,000         | 0.00%         | \$        | 19.06         | 0.21%        |
| 1504 Minor Capital        | \$        | -              | \$        | -                | \$        | -              | \$        | -              | 0.00%         | \$        | -             | 0.00%        |
| <b>DEPARTMENTAL TOTAL</b> | <b>\$</b> | <b>985,766</b> | <b>\$</b> | <b>1,050,614</b> | <b>\$</b> | <b>997,141</b> | <b>\$</b> | <b>997,141</b> | <b>-5.09%</b> | <b>\$</b> | <b>211.12</b> | <b>2.30%</b> |

| LINE   | DEPARTMENT/DESCRIPTION    | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|--|---------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>STREET LIGHTS</b>                               |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1510   | Expenses                  | \$ 12,165         | \$ 15,000               | \$ 15,000                         | \$ 15,000                   | 0.00%             | \$ 3.18                        | 0.03%                             |
| <hr/>  |                           |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 12,165</b>  | <b>\$ 15,000</b>        | <b>\$ 15,000</b>                  | <b>\$ 15,000</b>            | <b>0.00%</b>      | <b>\$ 3.18</b>                 | <b>0.03%</b>                      |
| <b>SNOW AND ICE</b>                                |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1520   | Expenses                  | \$ 148,927        | \$ 165,000              | \$ 165,000                        | \$ 165,000                  | 0.00%             | \$ 34.93                       | 0.38%                             |
| 1521   | Overtime                  | \$ 220,790        | \$ 140,000              | \$ 140,000                        | \$ 140,000                  | 0.00%             | \$ 29.64                       | 0.32%                             |
| 1522   | Hired Equipment           | \$ 75,071         | \$ 35,000               | \$ 35,000                         | \$ 35,000                   | 0.00%             | \$ 7.41                        | 0.08%                             |
| <hr/>  |                           |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 444,788</b> | <b>\$ 340,000</b>       | <b>\$ 340,000</b>                 | <b>\$ 340,000</b>           | <b>0.00%</b>      | <b>\$ 71.99</b>                | <b>0.78%</b>                      |
| <b>TREE WARDEN BUDGET</b>                          |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1530   | Salary                    | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1531   | Expenses                  | \$ 374            | \$ 3,000                | \$ 3,000                          | \$ 3,000                    | 0.00%             | \$ 0.64                        | 0.01%                             |
| 1532   | Trees                     | \$ -              | \$ 1,500                | \$ 1,500                          | \$ 1,500                    | 0.00%             | \$ 0.32                        | 0.00%                             |
| 1533   | Tree Work                 | \$ 11,500         | \$ 10,000               | \$ 10,000                         | \$ 10,000                   | 0.00%             | \$ 2.12                        | 0.02%                             |
| <hr/>  |                           |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 11,874</b>  | <b>\$ 14,500</b>        | <b>\$ 14,500</b>                  | <b>\$ 14,500</b>            | <b>0.00%</b>      | <b>\$ 3.07</b>                 | <b>0.03%</b>                      |
| <b>MUNICIPAL BUILDING AND PROPERTY MAINTENANCE</b> |                           |                   |                         |                                   |                             |                   |                                |                                   |
| 1540   | Wages                     | \$ 144,189        | \$ 149,451              | \$ 149,751                        | \$ 149,751                  | 0.20%             | \$ 31.71                       | 0.35%                             |
| 1541   | Expenses                  | \$ 256,829        | \$ 270,950              | \$ 270,950                        | \$ 270,950                  | 0.00%             | \$ 57.37                       | 0.63%                             |
| 1542   | Minor Capital             | \$ 20,000         | \$ 20,000               | \$ 10,000                         | \$ 10,000                   | -50.00%           | \$ 2.12                        | 0.02%                             |
| <hr/>  |                           |                   |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b> | <b>\$ 421,018</b> | <b>\$ 440,401</b>       | <b>\$ 430,701</b>                 | <b>\$ 430,701</b>           | <b>-2.20%</b>     | <b>\$ 91.19</b>                | <b>0.99%</b>                      |

| LINE   | DEPARTMENT/DESCRIPTION                      | FY 2020<br>ACTUAL   | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|--|---|---------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>SOLID WASTE DISPOSAL</b>                      |   |                     |                         |                                   |                             |                   |                                |                                   |
| 1550   | Wages                                       | \$ 134,303          | \$ 143,243              | \$ 142,722                        | \$ 142,722                  | -0.36%            | \$ 30.22                       | 0.33%                             |
| 1551   | Expenses                                    | \$ 38,726           | \$ 44,486               | \$ 45,686                         | \$ 45,686                   | 2.70%             | \$ 9.67                        | 0.11%                             |
| 1552   | Tipping Fees                                | \$ 135,159          | \$ 175,000              | \$ 150,000                        | \$ 150,000                  | -14.29%           | \$ 31.76                       | 0.35%                             |
| 1553   | North Central SW Coop                       | \$ 5,850            | \$ 5,850                | \$ 5,850                          | \$ 5,850                    | 0.00%             | \$ 1.24                        | 0.01%                             |
| 1554   | Minor Capital                               | \$ 4,500            | \$ 10,000               | \$ 5,000                          | \$ 5,000                    | -50.00%           | \$ 1.06                        | 0.01%                             |
| <hr/>  |   |                     |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                   | <b>\$ 318,538</b>   | <b>\$ 378,579</b>       | <b>\$ 349,258</b>                 | <b>\$ 349,258</b>           | <b>-7.75%</b>     | <b>\$ 73.95</b>                | <b>0.81%</b>                      |
| <b>PARKS DEPARTMENT</b>                          |   |                     |                         |                                   |                             |                   |                                |                                   |
| 1560   | Wages                                       | \$ -                | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1561   | Expenses                                    | \$ 30,452           | \$ 55,759               | \$ 55,759                         | \$ 55,759                   | 0.00%             | \$ 11.81                       | 0.13%                             |
| <hr/>  |   |                     |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                   | <b>\$ 30,452</b>    | <b>\$ 55,759</b>        | <b>\$ 55,759</b>                  | <b>\$ 55,759</b>            | <b>0.00%</b>      | <b>\$ 11.81</b>                | <b>0.13%</b>                      |
|  | <b>TOTAL DEPARTMENT OF<br/>PUBLIC WORKS</b> | <b>\$ 2,224,601</b> | <b>\$ 2,294,853</b>     | <b>\$ 2,202,359</b>               | <b>\$ 2,202,359</b>         | <b>-4.03%</b>     | <b>\$ 466.29</b>               | <b>5.08%</b>                      |
| <br><b><u>LIBRARY AND CITIZEN'S SERVICES</u></b> |   |                     |                         |                                   |                             |                   |                                |                                   |
| <b>COUNCIL ON AGING</b>                          |   |                     |                         |                                   |                             |                   |                                |                                   |
| 1600   | Salaries                                    | \$ 77,802           | \$ 81,868               | \$ 80,747                         | \$ 80,747                   | -1.37%            | \$ 17.10                       | 0.19%                             |
| 1601   | Wages                                       | \$ 67,975           | \$ 81,026               | \$ 72,429                         | \$ 72,429                   | -10.61%           | \$ 15.33                       | 0.17%                             |
| 1602   | Expenses                                    | \$ 5,701            | \$ 8,454                | \$ 8,454                          | \$ 8,454                    | 0.00%             | \$ 1.79                        | 0.02%                             |
| 1603   | Minor Capital                               | \$ -                | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>  |   |                     |                         |                                   |                             |                   |                                |                                   |
|  | <b>DEPARTMENTAL TOTAL</b>                   | <b>\$ 151,478</b>   | <b>\$ 171,348</b>       | <b>\$ 161,630</b>                 | <b>\$ 161,630</b>           | <b>-5.67%</b>     | <b>\$ 34.22</b>                | <b>0.37%</b>                      |

| LINE                                | DEPARTMENT/DESCRIPTION | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|-------------------------------------|------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>SENIOR CENTER VAN</b>            |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1610                                | Wages                  | \$ 43,631         | \$ 52,091               | \$ 52,530                         | \$ 52,530                   | 0.84%             | \$ 11.12                       | 0.12%                             |
| 1611                                | Expenses               | \$ 6,723          | \$ 17,673               | \$ 12,673                         | \$ 12,673                   | -28.29%           | \$ 2.68                        | 0.03%                             |
| <b>DEPARTMENTAL TOTAL</b>           |                        | <b>\$ 50,354</b>  | <b>\$ 69,764</b>        | <b>\$ 65,203</b>                  | <b>\$ 65,203</b>            | <b>-6.54%</b>     | <b>\$ 13.80</b>                | <b>0.15%</b>                      |
| <b>VETERAN'S SERVICE OFFICER</b>    |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1620                                | Salary                 | \$ 4,615          | \$ 5,000                | \$ 6,000                          | \$ 6,000                    | 20.00%            | \$ 1.27                        | 0.01%                             |
| 1621                                | Expenses               | \$ 69             | \$ 1,100                | \$ 1,100                          | \$ 1,100                    | 0.00%             | \$ 0.23                        | 0.00%                             |
| 1622                                | Veterans' Benefits     | \$ 38,137         | \$ 42,000               | \$ 37,000                         | \$ 37,000                   | -11.90%           | \$ 7.83                        | 0.09%                             |
| 1623                                | Minor Capital          | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <b>DEPARTMENT TOTAL</b>             |                        | <b>\$ 42,821</b>  | <b>\$ 48,100</b>        | <b>\$ 44,100</b>                  | <b>\$ 44,100</b>            | <b>-8.32%</b>     | <b>\$ 9.34</b>                 | <b>0.10%</b>                      |
| <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>           |                        | <b>\$ 1,010</b>   | <b>\$ 1,010</b>         | <b>\$ 1,010</b>                   | <b>\$ 1,010</b>             | <b>0.00%</b>      | <b>\$ 0.21</b>                 | <b>0.00%</b>                      |
| <b>CARE OF VETERAN GRAVES</b>       |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1640                                | Contract Expenses      | \$ -              | \$ 1,550                | \$ 1,500                          | \$ 1,500                    | -3.23%            | \$ 0.32                        | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>           |                        | <b>\$ -</b>       | <b>\$ 1,550</b>         | <b>\$ 1,500</b>                   | <b>\$ 1,500</b>             | <b>-3.23%</b>     | <b>\$ 0.32</b>                 | <b>0.00%</b>                      |
| <b>OLD BURYING GROUND COMMITTEE</b> |                        |                   |                         |                                   |                             |                   |                                |                                   |
| 1650                                | Expenses               | \$ -              | \$ 800                  | \$ 800                            | \$ 800                      | 0.00%             | \$ 0.17                        | 0.00%                             |
| <b>DEPARTMENTAL TOTAL</b>           |                        | <b>\$ -</b>       | <b>\$ 800</b>           | <b>\$ 800</b>                     | <b>\$ 800</b>               | <b>0.00%</b>      | <b>\$ 0.17</b>                 | <b>0.00%</b>                      |

| LINE                                     | DEPARTMENT/DESCRIPTION         | FY 2020<br>ACTUAL | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|--|--------------------------------|-------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b>LIBRARY</b>                           |                                |                   |                         |                                   |                             |                   |                                |                                   |
| 1660                                     | Salary                         | \$ 396,760        | \$ 407,364              | \$ 412,593                        | \$ 412,593                  | 1.28%             | \$ 87.36                       | 0.95%                             |
| 1661                                     | Wages                          | \$ 275,513        | \$ 331,959              | \$ 279,389                        | \$ 279,389                  | -15.84%           | \$ 59.15                       | 0.64%                             |
| 1662                                     | Expenses                       | \$ 153,507        | \$ 205,304              | \$ 205,304                        | \$ 205,304                  | 0.00%             | \$ 43.47                       | 0.47%                             |
| 1663                                     | Minor Capital                  | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>                                    |                                |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                |                                | <b>\$ 825,780</b> | <b>\$ 944,627</b>       | <b>\$ 897,286</b>                 | <b>\$ 897,286</b>           | <b>-5.01%</b>     | <b>\$ 189.98</b>               | <b>2.07%</b>                      |
| <b>COMMEMORATIONS &amp; CELEBRATIONS</b> |                                |                   |                         |                                   |                             |                   |                                |                                   |
| 1670                                     | Expenses                       | \$ -              | \$ 500                  | \$ 500                            | \$ 500                      | 0.00%             | \$ 0.11                        | 0.00%                             |
| 1671                                     | Fireworks                      | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| <hr/>                                    |                                |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                |                                | <b>\$ -</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                          | \$ 1,900          | \$ 4,200                | \$ 4,200                          | \$ 4,200                    | 0.00%             | \$ 0.89                        | 0.01%                             |
| 1681                                     | Expenses and Minor Capital     | \$ 17,520         | \$ 2,732                | \$ 2,732                          | \$ 2,732                    | 0.00%             | \$ 0.58                        | 0.01%                             |
| 1682                                     | Property Maint. & Improvements | \$ -              | \$ 9,000                | \$ 9,000                          | \$ 9,000                    | 0.00%             | \$ 1.91                        | 0.02%                             |
| <hr/>                                    |                                |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                |                                | <b>\$ 19,420</b>  | <b>\$ 15,932</b>        | <b>\$ 15,932</b>                  | <b>\$ 15,932</b>            | <b>0.00%</b>      | <b>\$ 3.37</b>                 | <b>0.04%</b>                      |
| <b>WEED MANAGEMENT</b>                   |                                |                   |                         |                                   |                             |                   |                                |                                   |
| 1690                                     | Wages                          | \$ -              | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
| 1691                                     | Expenses: Weed Harvester       | \$ 2,497          | \$ 22,000               | \$ 22,000                         | \$ 22,000                   | 0.00%             | \$ 4.66                        | 0.05%                             |
| 1692                                     | Expenses: Great Lakes          | \$ -              | \$ 2,385                | \$ 2,385                          | \$ 2,385                    | 0.00%             | \$ 0.50                        | 0.01%                             |
| <hr/>                                    |                                |                   |                         |                                   |                             |                   |                                |                                   |
| <b>DEPARTMENTAL TOTAL</b>                |                                | <b>\$ 2,497</b>   | <b>\$ 24,385</b>        | <b>\$ 24,385</b>                  | <b>\$ 24,385</b>            | <b>0.00%</b>      | <b>\$ 5.16</b>                 | <b>0.06%</b>                      |

|                            |   | FY 2020             | FY 2021             | FY 2022                | FY 2022             |                   | FY 2022             | FY 2022                |
|----------------------------|---|---------------------|---------------------|------------------------|---------------------|-------------------|---------------------|------------------------|
| LINE                       | DEPARTMENT/DESCRIPTION                        | ACTUAL              | APPROPRIATED        | TOWN MANAGER<br>BUDGET | FINCOM<br>BUDGET    | PERCENT<br>CHANGE | AVERAGE<br>TAX BILL | PERCENT OF<br>TAX BILL |
| <b>GROTON COUNTRY CLUB</b> |   |                     |                     |                        |                     |                   |                     |                        |
| 1700                       | Salary  | \$ 157,092          | \$ 161,634          | \$ 162,214             | \$ 162,214          | 0.36%             | \$ 34.34            | 0.37%                  |
| 1701                       | Wages   | \$ 119,626          | \$ 129,000          | \$ 150,000             | \$ 150,000          | 16.28%            | \$ 31.76            | 0.35%                  |
| 1702                       | Expenses                                      | \$ 150,837          | \$ 127,000          | \$ 136,000             | \$ 136,000          | 7.09%             | \$ 28.79            | 0.31%                  |
| 1703                       | Minor Capital                                 | \$ -                | \$ -                | \$ -                   | \$ -                | 0.00%             | \$ -                | 0.00%                  |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>DEPARTMENTAL TOTAL</b>                     | <b>\$ 427,555</b>   | <b>\$ 417,634</b>   | <b>\$ 448,214</b>      | <b>\$ 448,214</b>   | <b>7.32%</b>      | <b>\$ 94.90</b>     | <b>1.03%</b>           |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>TOTAL LIBRARY AND<br/>CITIZEN SERVICES</b> | <b>\$ 1,520,915</b> | <b>\$ 1,695,650</b> | <b>\$ 1,660,560</b>    | <b>\$ 1,660,560</b> | <b>-2.07%</b>     | <b>\$ 351.58</b>    | <b>3.83%</b>           |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>DEBT SERVICE</b>                           |                     |                     |                        |                     |                   |                     |                        |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>DEBT SERVICE</b>                           |                     |                     |                        |                     |                   |                     |                        |
| 2000                       | Long Term Debt - Principal Excluded           | \$ 1,054,090        | \$ 970,030          | \$ 1,070,000           | \$ 1,070,000        | 10.31%            | \$ 226.54           | 2.47%                  |
| 2001                       | Long Term Debt - Principal Non-Exclud         | \$ -                | \$ 159,394          | \$ 159,154             | \$ 159,154          | -0.15%            | \$ 33.70            | 0.37%                  |
| 2002                       | Long Term Debt - Interest - Excluded          | \$ 454,453          | \$ 503,757          | \$ 471,752             | \$ 471,752          | -6.35%            | \$ 99.88            | 1.09%                  |
| 2003                       | Long Term Debt - Interest - Non-Exclud        | \$ -                | \$ 95,071           | \$ 88,007              | \$ 88,007           | -7.43%            | \$ 18.63            | 0.20%                  |
| 2006                       | Short Term Debt - Principal - Town            | \$ -                | \$ 85,174           | \$ 85,174              | \$ 85,174           | 0.00%             | \$ 18.03            | 0.20%                  |
| 2007                       | Short Term Debt - Interest - Town             | \$ 95,648           | \$ 6,400            | \$ 6,800               | \$ 6,800            | 6.25%             | \$ 1.44             | 0.02%                  |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>DEPARTMENTAL TOTAL</b>                     | <b>\$ 1,604,191</b> | <b>\$ 1,819,826</b> | <b>\$ 1,880,887</b>    | <b>\$ 1,880,887</b> | <b>3.36%</b>      | <b>\$ 398.23</b>    | <b>4.34%</b>           |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>TOTAL DEBT SERVICE</b>                     | <b>\$ 1,604,191</b> | <b>\$ 1,819,826</b> | <b>\$ 1,880,887</b>    | <b>\$ 1,880,887</b> | <b>3.36%</b>      | <b>\$ 398.23</b>    | <b>4.34%</b>           |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>EMPLOYEE BENEFITS</b>                      |                     |                     |                        |                     |                   |                     |                        |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>EMPLOYEE BENEFITS</b>                      |                     |                     |                        |                     |                   |                     |                        |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>GENERAL BENEFITS</b>                       |                     |                     |                        |                     |                   |                     |                        |
| 3000                       | County Retirement                             | \$ 1,973,053        | \$ 2,090,289        | \$ 2,385,255           | \$ 2,385,255        | 14.11%            | \$ 505.02           | 5.51%                  |
| 3001                       | Other Post Employment Benefits                | \$ 169,000          | \$ 177,094          | \$ 177,094             | \$ 177,094          | 0.00%             | \$ 37.50            | 0.41%                  |
| 3002                       | Unemployment Compensation                     | \$ 1,960            | \$ 15,000           | \$ 10,000              | \$ 10,000           | -33.33%           | \$ 2.12             | 0.02%                  |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>INSURANCE</b>                              |                     |                     |                        |                     |                   |                     |                        |
| 3010                       | Health Insurance/Employee Expenses            | \$ 1,578,803        | \$ 1,722,480        | \$ 1,805,544           | \$ 1,805,544        | 4.82%             | \$ 382.28           | 4.17%                  |
| 3011                       | Life Insurance                                | \$ 3,629            | \$ 3,600            | \$ 3,700               | \$ 3,700            | 2.78%             | \$ 0.78             | 0.01%                  |
| 3012                       | Medicare/Social Security                      | \$ 130,034          | \$ 135,000          | \$ 135,000             | \$ 135,000          | 0.00%             | \$ 28.58            | 0.31%                  |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>DEPARTMENTAL TOTAL</b>                     | <b>\$ 3,856,479</b> | <b>\$ 4,143,463</b> | <b>\$ 4,516,593</b>    | <b>\$ 4,516,593</b> | <b>9.01%</b>      | <b>\$ 956.27</b>    | <b>10.43%</b>          |
|                            |   |                     |                     |                        |                     |                   |                     |                        |
|                            | <b>TOTAL EMPLOYEE BENEFITS</b>                | <b>\$ 3,856,479</b> | <b>\$ 4,143,463</b> | <b>\$ 4,516,593</b>    | <b>\$ 4,516,593</b> | <b>9.01%</b>      | <b>\$ 956.27</b>    | <b>10.43%</b>          |

| LINE                                    | DEPARTMENT/DESCRIPTION              | FY 2020<br>ACTUAL    | FY 2021<br>APPROPRIATED | FY 2022<br>TOWN MANAGER<br>BUDGET | FY 2022<br>FINCOM<br>BUDGET | PERCENT<br>CHANGE | FY 2022<br>AVERAGE<br>TAX BILL | FY 2022<br>PERCENT OF<br>TAX BILL |
|---|-------------------------------------|----------------------|-------------------------|-----------------------------------|-----------------------------|-------------------|--------------------------------|-----------------------------------|
| <b><u>ADDITIONAL APPROPRIATIONS</u></b> |                                     |                      |                         |                                   |                             |                   |                                |                                   |
| <b>ADDITIONAL APPROPRIATIONS</b>        |                                     |                      |                         |                                   |                             |                   |                                |                                   |
|   | Capital Budget Request              | \$ 705,820           | \$ 450,100              | \$ 625,000                        | \$ 625,000                  | 38.86%            | \$ 132.33                      | 1.44%                             |
|   | Offset Reciepts                     | \$ -                 | \$ -                    | \$ -                              | \$ -                        | 0.00%             | \$ -                           | 0.00%                             |
|   | Cherry Sheet Offsets                | \$ 18,527            | \$ 18,527               | \$ 21,691                         | \$ 21,691                   | 17.08%            | \$ 4.59                        | 0.05%                             |
|   | Snow and Ice Deficit                | \$ -                 | \$ 103,816              | \$ 100,000                        | \$ 100,000                  | -3.68%            | \$ 21.17                       | 0.23%                             |
|   | State and County Charges            | \$ 93,392            | \$ 93,392               | \$ 97,077                         | \$ 97,077                   | 3.95%             | \$ 20.55                       | 0.22%                             |
|   | Allowance for Abatements/Exemptions | \$ 202,272           | \$ 150,000              | \$ 200,000                        | \$ 200,000                  | 33.33%            | \$ 42.34                       | 0.46%                             |
| <hr/>                                   |                                     |                      |                         |                                   |                             |                   |                                |                                   |
|   | <b>DEPARTMENTAL TOTAL</b>           | <b>\$ 1,020,011</b>  | <b>\$ 815,835</b>       | <b>\$ 1,043,768</b>               | <b>\$ 1,043,768</b>         | <b>27.94%</b>     | <b>\$ 220.99</b>               | <b>2.41%</b>                      |
| <hr/>                                   |                                     |                      |                         |                                   |                             |                   |                                |                                   |
|   | <b>GRAND TOTAL - TOWN BUDGET</b>    | <b>\$ 39,781,368</b> | <b>\$ 41,491,831</b>    | <b>\$ 43,320,607</b>              | <b>\$ 43,320,607</b>        | <b>4.41%</b>      | <b>\$ 9,172</b>                | <b>100.00%</b>                    |

# FY 2022 ENTERPRISE FUND BUDGETS

| LINE                                 | DEPARTMENT/DESCRIPTION          | FY 2018<br>ACTUAL   | FY 2019<br>ACTUAL   | FY 2020<br>ACTUAL   | FY 2021<br>APPROPRIATED | FY 2022<br>DEPARTMENT<br>REQUEST | FY 2022<br>TOWN MANAGER<br>BUDGET | PERCENT<br>CHANGE |
|--------------------------------------|---------------------------------|---------------------|---------------------|---------------------|-------------------------|----------------------------------|-----------------------------------|-------------------|
| <b>WATER DEPARTMENT</b>              |                                 |                     |                     |                     |                         |                                  |                                   |                   |
|                                      | WD Salaries                     | \$ 122,759          | \$ 134,036          | \$ 145,271          | \$ 154,549              | \$ 154,449                       | \$ 154,449                        | -0.06%            |
|                                      | WD Wages                        | \$ 193,076          | \$ 246,235          | \$ 167,539          | \$ 176,927              | \$ 179,675                       | \$ 179,675                        | 1.55%             |
|                                      | WD Expenses                     | \$ 510,616          | \$ 526,539          | \$ 547,269          | \$ 655,300              | \$ 668,300                       | \$ 668,300                        | 1.98%             |
|                                      | WD Debt Service                 | \$ 398,045          | \$ 362,548          | \$ 402,140          | \$ 402,140              | \$ 402,140                       | \$ 402,140                        | 0.00%             |
| <b>100</b>                           | <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 1,224,496</b> | <b>\$ 1,269,358</b> | <b>\$ 1,262,219</b> | <b>\$ 1,388,916</b>     | <b>\$ 1,404,564</b>              | <b>\$ 1,404,564</b>               | <b>1.13%</b>      |
| <b>SEWER DEPARTMENT</b>              |                                 |                     |                     |                     |                         |                                  |                                   |                   |
|                                      | Sewer Salaries                  | \$ 18,200           | \$ 19,212           | \$ 19,440           | \$ 20,179               | \$ 20,583                        | \$ 20,583                         | 2.00%             |
|                                      | Sewer Wages                     | \$ 39,119           | \$ 37,432           | \$ 36,540           | \$ 50,695               | \$ 51,709                        | \$ 51,709                         | 2.00%             |
|                                      | Sewer Expense                   | \$ 595,119          | \$ 642,205          | \$ 633,821          | \$ 656,032              | \$ 691,295                       | \$ 691,295                        | 5.38%             |
|                                      | Sewer Debt Service              | \$ 4,050            | \$ 5,873            | \$ 38,338           | \$ 36,395               | \$ 35,160                        | \$ 35,160                         | -3.39%            |
| <b>200</b>                           | <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 656,488</b>   | <b>\$ 704,722</b>   | <b>\$ 728,139</b>   | <b>\$ 763,301</b>       | <b>\$ 798,747</b>                | <b>\$ 798,747</b>                 | <b>4.64%</b>      |
| <b>FOUR CORNERS SEWER DEPARTMENT</b> |                                 |                     |                     |                     |                         |                                  |                                   |                   |
|                                      | Four Corners Sewer Salaries     | \$ -                | \$ -                | \$ -                | \$ -                    | \$ -                             | \$ -                              | 0.00%             |
|                                      | Four Corners Sewer Wages        | \$ -                | \$ -                | \$ -                | \$ -                    | \$ -                             | \$ -                              | 0.00%             |
|                                      | Four Corners Sewer Expense      | \$ -                | \$ 22,466           | \$ 20,619           | \$ 32,805               | \$ 68,769                        | \$ 68,769                         | 109.63%           |
|                                      | Four Corners Sewer Debt Service | \$ -                | \$ -                | \$ -                | \$ -                    | \$ -                             | \$ -                              | 0.00%             |
| <b>300</b>                           | <b>DEPARTMENTAL TOTAL</b>       | <b>\$ -</b>         | <b>\$ 22,466</b>    | <b>\$ 20,619</b>    | <b>\$ 32,805</b>        | <b>\$ 68,769</b>                 | <b>\$ 68,769</b>                  | <b>109.63%</b>    |
| <b>LOCAL ACCESS CABLE DEPARTMENT</b> |                                 |                     |                     |                     |                         |                                  |                                   |                   |
|                                      | Cable Salaries                  | \$ 70,921           | \$ 74,004           | \$ 77,180           | \$ 78,695               | \$ 77,941                        | \$ 77,941                         | -0.96%            |
|                                      | Cable Wages                     | \$ 50,079           | \$ 51,556           | \$ 53,999           | \$ 56,454               | \$ 57,575                        | \$ 57,575                         | 1.99%             |
|                                      | Cable Expenses                  | \$ 64,174           | \$ 64,552           | \$ 61,355           | \$ 74,655               | \$ 75,389                        | \$ 75,389                         | 0.98%             |
|                                      | Cable Minor Capital             | \$ 6,462            | \$ 5,091            | \$ 803              | \$ 5,000                | \$ 5,000                         | \$ 5,000                          | 0.00%             |
| <b>400</b>                           | <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 191,636</b>   | <b>\$ 195,203</b>   | <b>\$ 193,337</b>   | <b>\$ 214,804</b>       | <b>\$ 215,905</b>                | <b>\$ 215,905</b>                 | <b>0.51%</b>      |
| <b>STORMWATER UTILITY</b>            |                                 |                     |                     |                     |                         |                                  |                                   |                   |
|                                      | Stormwater Wages/Benefits       | \$ -                | \$ -                | \$ -                | \$ 43,800               | \$ 69,753                        | \$ 69,753                         | 59.25%            |
|                                      | Stormwater Equipment            | \$ -                | \$ -                | \$ -                | \$ 30,000               | \$ 20,000                        | \$ 20,000                         | -33.33%           |
|                                      | Stormwater Capital Outlay       | \$ -                | \$ -                | \$ -                | \$ 25,000               | \$ 51,000                        | \$ 51,000                         | 104.00%           |
|                                      | Stormwater Compliance Costs     | \$ -                | \$ -                | \$ -                | \$ 80,000               | \$ 49,000                        | \$ 49,000                         | -38.75%           |
|                                      | Stormwater Disposal/Expenses    | \$ -                | \$ -                | \$ -                | \$ 10,000               | \$ 20,000                        | \$ 20,000                         | 100.00%           |
| <b>500</b>                           | <b>DEPARTMENTAL TOTAL</b>       | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 188,800</b>       | <b>\$ 209,753</b>                | <b>\$ 209,753</b>                 | <b>11.10%</b>     |
| <b>TOTAL ENTERPRISE FUNDS</b>        |                                 | <b>\$ 2,072,620</b> | <b>\$ 2,191,749</b> | <b>\$ 2,204,314</b> | <b>\$ 2,588,627</b>     | <b>\$ 2,697,739</b>              | <b>\$ 2,697,739</b>               | <b>4.22%</b>      |



**APPENDIX B****FACTOR: 1.0000**

**Town of Groton Personnel By-Law  
Wage and Classification Schedule  
Fiscal Year 2022 (Effective July 1, 2021)**

| <b>Grade</b> | <b>Position Title</b>               | <b>Low</b> | <b>High</b> |
|--------------|-------------------------------------|------------|-------------|
| 4            | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 39,655     | 49,074      |
| 5            | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 41,919     | 51,883      |
| 7            | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 48,470     | 61,396      |
| 8            | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 55,025     | 68,131      |
| 9            | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 56,351     | 69,731      |
| 10           | <b>Salary</b>                       |            |             |
|              | Executive Assistant to Town Manager | 64,627     | 81,568      |
| 11           | <b>Salary</b>                       |            |             |
|              | Human Resources Director            | 69,430     | 85,919      |
| 12           | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 69,639     | 86,219      |
| 12           | <b>Salary</b>                       |            |             |
|              | <b>Wages</b>                        | 69,639     | 86,219      |

**APPENDIX B**  
**Town of Groton Personnel By-Law**  
**Wage and Classification Schedule**  
**Fiscal Year 2022 (Effective July 1, 2021)**

**FACTOR: 1.0000**

| Grade | Position Title        | Low     | High    |
|-------|-----------------------|---------|---------|
| 13    | Salary                | 72,126  | 91,544  |
|       | Wages                 | 34.38   | 42.55   |
| 14    | Salary                | 72,115  | 89,239  |
|       | Wages                 | 34.68   | 42.90   |
| 15    | Salary                | 76,045  | 94,101  |
|       | Wages                 | 36.55   | 45.24   |
| 16    | Salary                | 78,792  | 97,558  |
|       | Wages                 | 37.88   | 46.88   |
| 17    | Salary                | 88,272  | 109,201 |
|       | Wages                 | 42.44   | 52.51   |
| 18    | IT Director<br>Salary | 95,461  | 118,140 |
|       | Wages                 | 45.90   | 56.80   |
| 19    | Salary                | 97,968  | 121,220 |
|       | Wages                 | 47.09   | 58.30   |
| 20    | Salary                | 105,046 | 129,192 |
|       | Wages                 | 50.51   | 62.12   |

|                                       |   |               |  |  |               |
|---------------------------------------|---|---------------|--|--|---------------|
|                                       | <b>APPENDIX B</b>   |               |  |  |               |
|                                       | <b>NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS</b> |               |  |  |               |
|                                       |   |               |  |  |               |
| <b>NON-STEP AND STIPEND POSITIONS</b> |   |               |  |  |               |
|                                       |   |               |  |  |               |
|                                       | <b>FIRE/EMS DEPARTMENT</b>                                      |               |  | <b>Country Club Seasonal Employees</b> |               |
|                                       | Call Captain: Fire  | 25.00         |  | Pro Shop Staff                         | MW *- 17.00   |
|                                       | Call Lieutenant: Fire   | 24.50         |  | Pool Staff                             | MW - 17.00    |
|                                       | Call Firefighter  | 21.43         |  | Lifeguards                             | MW - 18.00    |
|                                       | Call Emergency Medical Technician                               | 21.43         |  | Swim Coaches                           | MW - 23.00    |
|                                       | Probationary Firefighter  | 17.85         |  | Camp Staff                             | MW - 17.00    |
|                                       | Probationary Emergency Medical Technician                       | 17.85         |  | Counselors                             | MW - 18.00    |
|                                       | Call Fire Mechanic  | 60.00         |  | Buildings & Grounds                    | MW - 27.00    |
|                                       |   |               |  |  |               |
|                                       |   |               |  | Library Shelves                        | 13.50 - 18.00 |
|                                       | <b>MISCELLANEOUS</b>  |               |  |  |               |
|                                       | Veteran's Agent   | 6,000         |  | * - Minimum Wage                       |               |
|                                       | Earth Removal Inspector   | 2,500         |  |  |               |
|                                       | Dog Officer   | 15,000        |  |  |               |
|                                       | Animal Inspector  | 2,082         |  |  |               |
|                                       | Animal Control Officer  | 2,082         |  |  |               |
|                                       | Town Diarist  | 1.00          |  |  |               |
|                                       | Keeper of the Town Clock  | 1.00          |  |  |               |
|                                       | Per Diem Van Driver   | 18.66 - 21.00 |  |  |               |
|                                       | Park Ranger   | 13.50         |  |  |               |
|                                       | Graves Registration Officer                                     | 250           |  |  |               |
|                                       | Emergency Management Director                                   | 4,000         |  |  |               |
|                                       | Election Worker: Warden   | Minimum Wage  |  |  |               |
|                                       | Election Worker: Precinct Clerk                                 | Minimum Wage  |  |  |               |
|                                       | Election Worker: Inspectors (Checker)                           | Minimum Wage  |  |  |               |

## NOTES

[illegible]



## 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  
SELECT BOARD  
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 \_\_\_\_\_

Specific committees or positions in which you are interested:

| Department Name                         | Vacancies |
|---|-----------|
| Affordable Housing Trust                | 1         |
| Commemorations & Celebrations Committee | 1         |
| Complete Streets Committee              | 2         |
| Conductorlab Committee                  | 1         |
| Great Pond Advisory Committee           | 4         |
| Greenway Committee                      | 1         |
| Historical Commission                   | 2         |
| Housing Authority                       | 1         |
| Housing Partnership                     | 3         |
| Invasive Species Committee              | 1         |
| Local Cultural Council                  | 3         |
| Old Burying Ground Commission           | 2         |
| Personnel Board                         | 1         |
| Sargisson Beach Committee               | 3         |
| Scholarship Committee                   | 1         |
| Sustainability Commission               | 5         |
| Weed Harvester Committee                | 3         |
| Williams Barn Committee                 | 2         |
| Zoning Board of Appeals (Alternate)     | 1         |

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

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