

Warrant, Summary, and Recommendations

TOWN OF GROTON



2023 SPRING TOWN MEETING

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

Beginning Saturday, April 29, 2023 @ 9:00 AM

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.”¹ “Every action taken at the meeting must be pursuant to some article in the warrant and must be within the scope of such article.”²

How does Town Meeting proceed?

Voters attending Town Meeting must first check in with the clerks and receive an electronic voting handset 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 use of the electronic voting handset. Please see page 3 of this Warrant for a full explanation of how Electronic Voting will work at Town Meeting.

Who can attend?

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

² *Id.*

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.

Explanation of a Consent Agenda

A consent agenda is a procedure to group 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.

Electronic Voting at Town Meeting



Voting at Town Meeting will be conducted using an electronic voting system purchased by the Town of Groton as authorized by Town Meeting in October, 2022. Instead of using placards to be raised and counted, voters will use wireless handsets to cast their vote quickly, accurately and privately.

Voter Check-In

At check-in, voters will be given a handset. No record is made of which voter receives which handset. All handsets will be tested prior to the meeting. Voters physically unable to use a handset, will be seated in a manual-count section and their votes will be counted by tellers. For those with visual impairments, large handsets with braille are available.

Test Vote

At the beginning of the meeting, the Moderator will conduct a test vote to get everyone comfortable with the voting procedures.

Proxy Voting Prohibited

The handset given to a voter at check-in is for the exclusive use of that voter. Voting with a handset that has been issued to another individual is strictly forbidden.

Voting

When the Moderator announces it is time to vote:

- Press 1A (green button) for YES →
- Press 2B (red button) for No →
- If you wish to not vote, press no buttons



Handset Display

The display on the handset:

- OK means the system receiver has received your vote
- A "1" for Yes or "2" for No shows the vote the system received.
- The small "R" at the top of the screen indicates the handset is communicating with the receiver
- The icons in the top left indicate the WiFi signal strength.

Help Desk

A Help Desk will be able to assist voters who have trouble with using the handset. If a handset malfunctions, a voter will receive a new handset.

Handset Return

If you leave the meeting temporarily, please keep the handset with you. If the meeting ends or you leave, return the handset to the check-in table.



Town Meeting Access for Voters with Disabilities

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

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

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

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

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

Transportation to Town Meeting - The Council on Aging van will be available to Groton residents attending Town Meetings at no charge. All riders will be at the meeting prior to the start. 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
APRIL 29, 2023**

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

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Saturday, the twenty-ninth day of April, 2023 at Nine O'clock in the morning, to consider all business other than the election of Town Officers and on the twenty-third day of May, 2023, between the hours of 7:00 A.M. and 8:00 P.M., at an adjourned session thereof at the following locations:

Precincts 1 & 3A	The Groton Center 163 West Main Street	Precincts 2 & 3 Middle School North Gymnasium 346 Main Street
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to give their ballots for:

Vote for One	Board of Assessors	3 Years
Vote for One	Board of Health	3 Years
Vote for Two	Select Board	3 Years
Vote for One	Commissioner of Trust Funds	3 Years
Vote for One	Groton-Dunstable Regional School Committee	3 Years
Vote for One	Groton Electric Light Commission	3 Years
Vote for Two	Park Commission	3 Years
Vote for One	Park Commission	2 Years
Vote for Two	Planning Board	3 Years
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Trustee of the Groton Public Library	1 Year
Vote for One	Water Commission	3 Years
Vote for One	Groton Housing Authority	5 Years

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*Will be presented as one Consent Motion
 **The Budget 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.*

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.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *To provide compensation for elected officials as proposed by the Town Manager. The Town Moderator is proposed to receive a salary of \$1,000 in FY 2024.*

Article 3: Wage and Classification Schedule

To see if the Town will vote to amend and adopt for Fiscal Year 2024 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 receive a 2% cost-of-living adjustment in Fiscal Year 2024.*

Article 4: *Appropriate FY 2024 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 Chapter 32B, Section 20, of the Massachusetts General Laws, 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 2024, the anticipated amount necessary for this purpose is estimated to be \$185,000. This Article will seek an appropriation of \$185,000 from Free Cash to add to the OPEB Liability Trust Fund.*

Article 5: *Fiscal Year 2024 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 (2024), 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*

Item #3 – Loader **\$220,000** **Highway**

Summary: *The current loader is a 1995 model and is 25 years old. This is an important piece of equipment for the Highway Department as it performs many functions, including snow removal operations. This should be considered a scheduled replacement.*

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

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

Summary: *This item in the Capital Budget was established eleven years ago and has been very successful. In Fiscal Year 2024, 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 and improve door lock and security system maintenance.*

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

Item #5 – 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 the Town’s building infrastructure. Priorities continue to change when it comes to the minor repairs and upgrades in the municipal buildings. Furnaces, a/c units, flooring and painting are some of the small items this capital program handles.*

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

Item #6 – Building Maintenance Van **\$60,000** **Town Facilities**

Summary: *This Van is used by the DPW’s Maintenance Foreman to carry tools and other necessary items used in the maintenance of our buildings. The current van was purchased used (2003) four years ago and needs to be replaced. This is a vital and necessary vehicle for the maintenance of Town Facilities.*

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

Item #11 – Driving Range Improvements \$50,000 Country Club

Summary: *This item will pay for the replacement of driving range mats, addition of range targets, addition of poles and netting on the right side of the range, as well as, addressing drainage issues throughout the range which prevents maintenance in those areas.*

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

Item #12 – Greens Equipment \$10,000 Country Club

Summary: *The Country Club needs to replace aging greens equipment. Some pieces age better than others and the maintenance staff attempt to use all the equipment until repairing it becomes cost prohibitive. The greens superintendent and course mechanic will determine the items needed most. The Town will enter into lease purchase agreements for the equipment and pay it off over five years.*

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

Town Manager

Article 7: Revenue Dedication of Opioid Settlements to Special Purpose Stabilization Fund

To see if the Town will vote pursuant to Chapter 40, Section 5B, of the Massachusetts General Laws, to establish a special purpose stabilization fund, known as the Opioid Settlement Stabilization Fund, for money received from judgments or settlements in litigation or claims against opioid manufacturers or distributors, to be expended for all of the purposes allowed by law, including those outlined in applicable opioid litigation settlement documents and consistent with any state guidelines or regulations further clarifying allowable uses of opioid litigation settlement funds; and further, to see if the Town will vote to accept the provisions of the fourth paragraph of said Section 5B to dedicate all or a percentage, which may not be less than 25 percent, of the money received from judgments or settlements in litigation or claims against opioid manufacturers or distributors to the special purpose stabilization fund established under this Article, effective for Fiscal Year 2024 beginning on July 1, 2023; and further, to transfer from Free Cash the amount of such judgments or settlements received by the Town to date to the special purpose stabilization fund established under this Article; or to take any other action relative thereto.

Town Manager

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

Summary: *The Town of Groton is eligible to receive up to \$38,306 in Opioid Abatement funds pursuant to settlements reached between the Attorney General and companies and individuals that allegedly fueled the opioid crisis. 40% of the payments to be received by the state, will be directly passed on to its political subdivisions. The allocation of abatement funds will be made over a period of 17 years, ending in 2038. These funds can only be used by the Town for very specific purposes, namely opioid abuse prevention, harm reduction, treatment and recovery. Accordingly, in order to give municipalities time to strategize how best to meet their community's needs, as well as aid in the long-term tracking, spending and reporting requirements, the Commonwealth of Massachusetts is permitting towns to create a special purpose stabilization fund to which this revenue can be dedicated. To date, Groton has received \$4,990.48 of Opioid Settlement funds.*

Article 8: *Funding for Destination Groton Committee*

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 in Fiscal Year 2023 and thereafter, for the purpose of providing funding for the Destination Groton Committee to carry out the Charge of the Committee and all costs associated and related thereto, or to take any other action relative thereto.

Destination Groton Committee

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

Finance Committee: *Recommended Unanimously*

Summary: *The purpose of this Article is to provide funding for the Destination Groton Committee to carry out its charge, which is to pursue a course of action intended to engage all Town stakeholders, including the business and non-profit communities, Town leaders, and Town residents in a series of public information forums in order to prepare for an increase in visitors to town while at the same time work to preserve its rural small-town charm. A portion of this funding will be used to hire consultants to assist in procuring grant funding to create tourism programming, strategic marketing, infrastructure and regional transportation mitigation.*

Article 9: Funding for Sustainability Commission

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 providing funding for the Sustainability Commission to carry out the Charge of the Committee and all cost associated and related thereto, or to take any other action relative thereto.

Sustainability Commission

Select Board: Recommended Unanimously

Finance Committee: Recommended (4 In Favor, 2 Against – Manugian and Green)

Summary: *The purpose of this Article is to provide funding for the Sustainability Commission to pay for their tire recycling program, pollinator garden program and provide educational materials to residents in their endeavor to have informational/educational seminars that focus on Sustainability. At the direction of the Select Board in October, 2021, the Sustainability Commission added climate change and resilience to their purview. Beginning in 2022, the Commission added climate change work projects and a tire recycling program to their ongoing pollinator garden program. Continuing and bringing these projects to fruition requires funding. The Commission is seeking \$15,000 for the above-mentioned activities in FY 2024.*

Article 10: Amend the Charge of the Sustainability Commission

To see if the Town will vote to amend Article 20 of the April 28, 2008 Spring Town Meeting which created the Sustainability Commission by authorizing the Select Board, in conjunction with the Sustainability Commission, to create a new Charge of the Commission, including the number of members of the Commission and length of terms, and authorize the Select Board to amend said Charge and Membership from time to time as the Board deems appropriate at a duly posted meeting of the Select Board, or to take any other action relative thereto.

**Select Board
Sustainability Commission**

Select Board: Recommended Unanimously

Finance Committee: No Position

Summary: *The Sustainability Commission has been in existence for the past 13 years operating under the original Charge and membership as voted by the 2008 Spring Town Meeting. Sustainability has taken on a more and more important role in today's world. The focus of the Commission needs to be able to adapt to changing priorities. Unfortunately, since the Commission and Charge were voted on by Town Meeting, only Town Meeting can amend it. This can cause a delay in addressing issues. The purpose of this Article is to authorize the Select Board, working with the Sustainability Commission, to*

draft a Charge that can be amended from time to time by the Select Board. In addition, at the direction of the Select Board in October, 2021, the Sustainability Commission added climate change to their purview. Members were added to the Commission to work on this initiative. At present, the Commission is at maximum capacity, with one alternate member temporarily authorized. However, the work involved requires additional flexibility in the membership and the expertise members can bring.

Article 11: Election Equipment Purchase – Poll Pads

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to purchase Poll Pads for use by the Town Clerk to check-in voters at all elections and Town Meetings, and all costs associated and related thereto, or to take any other action relative thereto.

Town Clerk
Town Manager

Select Board: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *The use of Poll Pads will help to accelerate the check-in process at Town Meetings and at Elections by taking the place of the paper check-in system we currently use. These tablets will allow the election worker to look up the voter by manually entering the first few letters of the voters first and last name or by scanning the bar code on the back of a driver's license or state issued ID. If an ID is scanned, the Poll Pad matches the name and date of birth of the person on the voter list with the name and date of birth it reads from the bar code. At Town Meetings, voters will have the ability to check-in at any staffed station as the Poll Pads automatically sync to one another via Bluetooth connectivity and not Wi-Fi, which eliminates any chance of checking in more than once. The Town Clerk's Office staff will also be able to electronically record voter turnout totals, load voter history into the State Voter Registration System post-election and run essential reports in a more time efficient manner. Over 200 cities and towns in the Commonwealth are currently utilizing this technology.*

Article 12: Construct New Water Main to Address PFAS Issue at GDRSD High School

To see if the Town will vote to appropriate a sum or sums of money for the purposes of financing the planning, designing, permitting, and constructing of a new water main from the Groton Water Distribution System to the Groton-Dunstable Regional High School and on Kemp Street and Groton Street In Dunstable and a portion of North Street in Groton in order to bring potable drinking water to the School and private homes, required for the treatment of per- and polyfluoroalkyl substances (PFAS) in said water supply sources, and all incidental and related costs, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the Massachusetts General Laws; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Select Board

Select Board: Recommendation Deferred Until Town Meeting

Finance Committee: Recommended Unanimously

Summary: *This Article is for the extension of municipal drinking water to the Groton Dunstable Regional High School and the surrounding properties in Dunstable on Groton Street and Kemp Street and on North Street in Groton. In 2021, the drinking water source was tested for PFAS/PFOS as required by the MassDEP. Measured levels at the High School were well over the Mass DEP’s limits for potable drinking water and the drinking water source was removed from service. It appears that the surrounding properties have also been impacted by the PFAS contamination at the High School. A new water source for the High School and surrounding properties is necessary to address this issue. The estimated cost of this project is \$16.5 million. The Town is seeking all available Federal and State Grants to offset the cost of this water main extension.*

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:	\$ 20,000
Open Space Reserve:	\$106,991
Historic Resource Reserve:	\$106,991
Community Housing Reserve:	\$106,991
Unallocated Reserve:	\$728,937

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 so that the Community Preservation Committee will have access to the funds raised during Fiscal Year 2024. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

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 2024, 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 Massachusetts 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 Massachusetts General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal D: Rebuild Major League Baseball Diamond \$80,000

Summary: *The Park Commission is requesting \$80,000 in CPA funds to replace an existing baseball field located at Town Field (behind the Library) that has served the Town since the 1930's. The funds will be used towards excavating and removing infield grass and clay. The excavated area will then be laser graded in which the layout will meet the major league diamond standards. A new home plate, pitcher's mound, and left and right foul poles will be set. An irrigation only well will be drilled for irrigation purposes only. An irrigation system will be installed for the benefit of the entire playing surface. An electrical service will be installed in the existing maintenance shed. The full amount to be paid from the Open Space Reserve.*

Select Board: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*
Community Preservation Committee: *Recommended (6 In Favor, 1 Abstention – Easom)*

CPC Proposal E: Construct Softball Diamonds at Cutler Field \$90,000

Summary: *The Park Commission is requesting \$90,000 in CPA funds to build over the site of the former Little League regulation diamonds at Cutler Field in West Groton. The funds will be used towards excavating and removing infield grass and clay. The excavated area will then be laser graded in which two softball diamonds will be constructed in adherence with the proper guidelines and standards. This project will include all necessary materials required to construct the two softball diamonds. The full amount to be paid from the Unallocated Reserve.*

Select Board: *Recommendation Deferred Until Town Meeting*
Finance Committee: *Recommendation Deferred Until Town Meeting*
Community Preservation Committee: *Recommended (6 In Favor, 1 Abstention – Easom)*

CPC Proposal F: Housing Coordinator – FY 2024 \$55,857

Summary: *This application is requesting \$55,857 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 Abstention – Easom)*

CPC Proposal G:

Squannacook River Rail Trail

\$90,000

Summary: *Squannacook Greenways is requesting \$90,000 in CPA funding for construction of Phase 4 of the Squannacook River Rail Trail (SRRT) from the northern Crosswinds Drive crossing of the MBTA Railroad right of way to the Groton/Townsend town line for a total distance of .25 miles. Construction of the SRRT is being conducted in phases due to environmental permitting requirements which limit construction activity to a period of between 11/15-3/15. Squannacook Greenways is also relying on DCR MassTrails grants to underwrite a large portion of construction costs and has been the successful recipient on three MassTrails grants: 2019, 2020 and 2022. Squannacook Greenways will be applying for the next round of grants and if successful will commence construction in 11/2023. The full amount to be paid from the Open Space Reserve.*

Select Board: *Recommended (4 In Favor, 1 Abstention – Cunningham)*

Finance Committee: *Recommended Unanimously*

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

Community Preservation Committee

Article 15: An Act Merging Certain Voting Precincts in the Town of Groton

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act that would merge Precincts 1 and 3A into one Precinct known as Precinct 1 as follows:

An Act Merging Certain Voting Precincts in the Town of Groton

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. Notwithstanding any general or special law to the contrary, Precinct 1 and Precinct 3A in the Town of Groton shall merge and become Precinct 1 of the Town of Groton.

Section 2. This act shall take effect upon its passage.

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition; or to take any other action relative thereto.

Town Clerk

Town Manager

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Summary: In 2021, and as a result of the 2020 Federal Census, boundary lines for Precincts 1 and 3 were adjusted due to shifts in population. The new boundary lines took effect on December 31, 2021 and are in effect for 10 years. During the 2021 process, the Massachusetts Legislature pre-empted the timeline used for reprecincting, and started redistricting simultaneously. The 2010 precinct boundaries were used to redistrict which affected part of Precinct 3. Because of this, the Town now has a sub-precinct, which you will see referred to as Precinct 3A and the Town was split into two (2) Representative Districts, the First Middlesex District and 37th Middlesex District. There are currently 236 Residents residing within the newly formed Precinct 3A. This article seeks Town Meeting permission to request Special Legislation to merge Precinct 3A into Precinct 1. This merger will reduce voter confusion and yield a cost savings to the Town as it would require less support during elections.

Article 16: Amend Town Charter – Article 3, Section 3.2.2 (v)

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act that would amend the Groton Town Charter as follows:

An Act Relative to the Charter in the Town of Groton

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Section 1. The charter of the town of Groton, which is on file in the office of the archivist of the commonwealth as provided in section 12 of chapter 43B of the general laws, is hereby amended by striking out section 3.2.2(v) and inserting in place thereof the following:

3.2.2(v) sign all payroll and expense warrants; provided, however, that the select board, at its sole discretion, may delegate this authority to the town manager and one member of the select board by a vote of the board at a posted meeting.

Section 2. This act shall take effect upon its passage.

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition; or to take any other action relative thereto.

Town Manager

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

Finance Committee: No Position

Summary: *The signing of the payroll and accounts payable warrants is the responsibility of the Select Board, as identified in M.G.L. Chapter 41, Section 56. This responsibility serves as an oversight on the town treasury. On a bi-weekly basis, the warrants are delivered, usually with a large number of detailed expense and payroll items. Individual Select Board Member practices vary with respect to their detailed review of the warrants. It is recommended that the Charter be revised to authorize the Select Board to delegate the authority, at their discretion, to sign expense and payroll warrants to the Town Manager and one member of the Select Board. The Select Board can also revoke this delegation and impose limits on signing authority.*

Article 17: Amend Town Charter – Article 4, Sections 4.2(iii) and 4.2(iv)

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for a special act that would amend the Groton Town Charter as follows:

An Act Relative to the Charter in the Town of Groton

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Section 1. The charter of the town of Groton, which is on file in the office of the archivist of the commonwealth as provided in section 12 of chapter 43B of the general laws, is hereby amended by striking out section 4.2(iii) and 4.2(iv) and inserting in place thereof the following:

4.2(iii) appointing and removing department heads, officers and subordinates and employees and other appointed members of town government for whom no other method of appointment or removal is provided in this charter or by-law. Appointments made by the town manager shall be confirmed by the select board within 15 days of the date the town manager files notice of the action with the select board. Failure by the select board to confirm an appointment within 15 days shall constitute rejection of the appointment.

Section 2. This act shall take effect upon its passage.

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition; or to take any other action relative thereto.

Town Manager

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

Finance Committee: *No Position*

Summary: *The Charter Committee in 2017 amended the original Town Charter's appointing authority of the Town Manager by creating a cumbersome, unnecessary procedure of nominating appointments to the Select Board, instead of having the Town Manager appoint members of Town Government, subject to the ratification of the Select Board. It was a change that was not necessary, as the Select Board still has the ultimate authority on who serves in Town Government. They also changed the authority of the Town Manager to remove members of Town Government without the approval of the Select Board at a duly posted public meeting. This has the potential to embarrass volunteers and cause unnecessary drama. This proposal would return the appointing authority of the Town Manager back to the original wording in the Charter that was approved in 2010 that worked without issue or complaint for many years.*

Article 18: Amend General Bylaws – Dog Hearings

To see if the Town will vote to amend the Code of the Town of Groton, Chapter 128, Dogs, by amending Section 128-3, Enforcement, as follows (deleted text in ~~strikethrough~~, new text underlined):

- H. Appeals. The Hearing Authority's ~~initial~~ initial decision shall become effective upon filing said decision with the Town Clerk with notice to the owner or keeper. ~~The owner or keeper of a dog may appeal the initial decision of the Hearing Authority to the Select Board within 10 days of the decision being filed with the Town Clerk. The Select Board shall review the decision in open session and determine whether or not to modify or uphold the decision. The Select Board may conduct a further hearing or accept additional evidence as the Board deems appropriate.~~ An owner or keeper may further appeal the ~~Select Board's final action~~ Hearing Authority's decision to the district court pursuant to MGL c. 140, § 157.

or take any other action relative thereto.

Town Manager

Select Board: Recommended Unanimously

Finance Committee: No Position

Summary: *Town Counsel has advised that our current internal appeal process deviates from state law and gives appellants technical arguments that may jeopardize the Town's decisions on appeal. This article seeks to eliminate the discrepancy between our appeal process and State law. State law affords dog owners a mechanism to appeal the Town's dog hearing decisions in district court, with an initial hearing before a district court magistrate that often resolves matters without the need for a full trial.*

Article 19: Amend Zoning Bylaw – Accessory Apartment Clarifications

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

1. In Section 218-3 Definitions, amend the existing definition of Accessory Apartment by deleting the words “one bedroom” and inserting in their place the words “eight hundred (800) square feet of habitable floor area”.
2. Amend Section 218-9.4 Accessory Apartment as follows:
 - a. In Section 218-9.4.2 Attached Accessory Apartment, by inserting the words “of habitable floor area” in the first sentence after the words “eight hundred (800) square feet”.
 - b. In Section 218-9.4.2.k, by inserting the word “attached” in the first sentence before the words “accessory apartment”.
 - c. In Section 218-9.4.3 Detached Accessory Apartment, by deleting the words “detached-accessory apartment” in the first sentence and inserting in their place the words “detached accessory apartment not to exceed eight hundred (800) square feet of habitable floor area”.
 - d. In Section 219-9.4.3.a, by deleting the words “and j-l” and inserting in their place the words “j, and l”.

or to take any other action relative thereto.

Planning Board

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board:

Summary: *This article clarifies certain inconsistencies in the provisions regulating Attached and Detached Accessory Apartments in Section 218-9.4. Specifically, this article clarifies that all accessory apartments, whether attached or detached, shall have a maximum of 800 square feet of living area (i.e., habitable floor area). This article also modifies the definition of Accessory Apartment to be consistent with Section 218-9.4 by inserting the maximum living area provision.*

Article 20: Conservation Land Purchase

To see if the Town will vote to appropriate from the Town’s Conservation Fund the sum of \$601,500, for the purpose of acquiring for conservation and passive recreation purposes, by eminent domain, negotiated purchase, or otherwise, certain real property known as the “Casella Property”, consisting of 119 acres, more or less, owned by the Casella Realty Trust as shown on a plan entitled “Plan of Land in Groton, Massachusetts” prepared by Dillis & Roy Civil Design Group, dated 03/01/2023, which is on file in the Town’s Conservation Commission Office, said parcel to be acquired by the Conservation Commission and held under the provisions of Chapter 40, Section 8C, of the Massachusetts General Laws; and further, to authorize the Conservation Commission to file on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements under Chapter 132A, Section 11 and/or any other applicable statute for said acquisition; and further, to authorize the Conservation Commission to enter into all agreements and execute any and all instruments on behalf of the Town as may be necessary for said acquisition; and further, to authorize the Select Board and the Conservation Commission to grant a conservation restriction with respect to said parcel to a qualified entity under terms and conditions the Select Board and the Conservation Commission deem to be in best interest of the Town and in accordance with M.G.L. c. 184, Sections 31 through 33; or to take any other action relative thereto.

Conservation Commission

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The Conservation Commission has reached an agreement with the Casella Realty Trust to purchase a parcel of land, of approximately 119 acres, using Conservation Commission Funds. The Conservation Commission has applied for, and been awarded a LAND (Land Acquisition for Natural Diversity) Grant from the Commonwealth of MA to defray the cost of the purchase. While the Conservation Commission is able to spend monies from the Conservation Fund without a Town Meeting vote, the Commission needs Town Meeting approval to receive reimbursement from the LAND grant. The negotiated purchase price for this property is \$601,500 and the grant would reimburse approximately \$360,900 (approx. 60% of total project cost) to the Conservation Fund. This land has frontage on Nashua Road and is adjacent to the Reedy Meadow Conservation Area to the south, and the GDRSD High School property to the east. In addition to providing an extensive trail connection between Chicopee Row, Reedy Meadow Road, and Nashua Road, the Casella Property features exceptionally diverse habitats for its size. It is the last parcel of land with such habitats within the ring of development from Reedy Meadow Road to the south, Nashua Road to the west, Wyman Road to the north, and the Groton-Dunstable Regional High School to the east. This article asks the Town Meeting to endorse this purchase.*

Article 21: Grant Conservation Restrictions on Various Parcels

To see if the Town will vote to authorize the Select Board and the Conservation Commission to grant conservation restrictions with respect to all or a portion of the parcels of land described below, upon such terms and conditions as the Select Board and the Conservation Commission deem to be in the best interest of the Town and in accordance with Chapter 184, Sections 31 through 33, of the Massachusetts General Laws:

1. To the Massachusetts Department of Fish & Game, the parcel of land located off Chicopee Row (Groton Assessor's Parcel 231-85.1), referred to as the "Unkety Well Site", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on June 27, 2011, in Book 57046 at Page 248;
2. To the Massachusetts Department of Fish & Game, the parcel of land located off Chicopee Row (Groton Assessor's Parcel 231-94), referred to as the "Torrey Woods Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on December 18, 1997, in Book 27992 at Page 315;
3. To the Massachusetts Department of Fish & Game, the parcel of land located off Hawtree Way (Groton Assessor's Parcel 231-63), referred to as the "Hawtree Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on October 24, 1997, in Book 27801 at Page 119;
4. To the Massachusetts Department of Fish & Game, the parcel of land located off Chicopee Row (Groton Assessor's Parcel 231-95), referred to as the "Floyd Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on July 13, 1973, in Book 12477 at Page 130;
5. To the Massachusetts Department of Fish & Game, the parcel of land located off Martins Pond Road (Groton Assessor's Parcel 243-17), referred to as the "Harrison Ripley Forest", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on December 31, 1986, in Book 17744 at Page 99;
6. To the Massachusetts Department of Fish & Game, the parcel of land located off Martins Pond Road (Groton Assessor's Parcel 244-26), referred to as the "Harrison Ripley Forest", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on December 31, 1986, in Book 17744 at Page 99;
7. To the Massachusetts Department of Fish & Game, the parcel of land located off Sawtell Drive, Groton, Middlesex County, Massachusetts (Groton Assessor's Parcel 232-9), referred to as the "Sawtell Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on December 2, 2003, in Book 41544 at Page 397;
8. To the Massachusetts Department of Fish & Game, the parcel of land located off Sawtell Drive (Groton Assessor's Parcel 232-14), referred to as the "Sawtell Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on December 2, 2003, in Book 41544 at Page 397;
9. To the Massachusetts Department of Fish & Game, the parcel of land located off Kailey's Way (Groton Assessor's Parcel 232-38), referred to as the "Groton Hills Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on July 24, 1996, in Book 26519 at Page 185;

10. To the Massachusetts Department of Fish & Game, the parcel of land located off Lowell Road (Groton Assessor's Parcel 243-31.1), referred to as the "Baddacook Pond East Shore", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on March 3, 2011, in Book 56554 at Page 226;
11. To the Massachusetts Department of Fish & Game, the parcel of land located off Lowell Road (Groton Assessor's Parcel 233-98.2), referred to as the "Fuccillo Land", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on November 30, 2009, in Book 53921 at Page 1;
12. To the Massachusetts Department of Fish & Game, the parcel of land located off Lowell Road (Groton Assessor's Parcel 233-98.1), referred to as the "Fuccillo Land", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on November 30, 2009, in Book 53921 at Page 1;
13. To the Massachusetts Department of Fish & Game, the parcel of land located off Otter Lane (Groton Assessor's Parcel 234-3), referred to as the "Heron Ridge Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on December 18, 1987, in Book 18766 at Page 24;
14. To the Groton Conservation Trust, the parcel of land located off Martins Pond Road (Groton Assessor's Parcel 224-15.1), referred to as the "Priest Family Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on February 13, 2020, in Book 74129 at Page 313;
15. To the Groton Conservation Trust, parcel of land located off Martins Pond Road (Groton Assessor's Parcel 224-18), referred to as the "Martins Pond Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on March 14, 2019, in Book 72329 at Page 472;
16. To the Groton Conservation Trust, parcel of land located off West Main Street (Groton Assessor's Parcel 106-31), referred to as the "Patricia Hallet Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on September 27, 2018, in Book 71675 at Page 143;
17. To the Groton Conservation Trust, parcel of land located off West Main Street (Groton Assessor's Parcel 106-32), referred to as the "Patricia Hallet Conservation Area", described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on September 27, 2018, in Book 71675 at Page 143;

And further, to authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts for special legislation to authorize any of said conservation restrictions in accordance with Article 97 of the Massachusetts Constitution, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition; or to take any other action relative thereto.

Conservation Commission

Select Board: *Recommended Unanimously*

Finance Committee: *No Position*

Summary: *This article will satisfy the requirement of the LAND Grant to have all properties purchased with CPA funds protected by a Conservation Restriction (CR). With this requirement met, the Town will be eligible for the 60% reimbursement the LAND grant will provide to the Town for the purchase of the Casella Property. A Conservation Restriction, held by a different entity than the owner of the land, provides an additional level of protection for land set aside for conservation. Please see the Explanation narrative with its accompanying maps in your meeting packet for further information on the specifics of this warrant article.*

Article 22: Grant Conservation Restriction to Massachusetts Department of Fish and Game

To see if the Town will vote to modify the vote taken under Article 19 at the 2011 Spring Town Meeting and authorize the Select Board and the Conservation Commission to grant a conservation restriction with respect to all or a portion of the real property located off of Lowell Road (Groton Assessor's Parcel 234-04) described in a deed to the Town of Groton recorded with the Middlesex South District Registry of Deeds on July 21, 1999, in Book 30446 at Page 61, to the Massachusetts Department of Fish & Game, upon such terms and conditions as the Select Board and the Conservation Commission deem to be in the best interest of the Town and in accordance with Chapter 184, Sections 31 through 33, of the Massachusetts General Laws; and further to authorize the Select Board to transfer the care, custody, and control of said parcel to the Conservation Commission after granting said conservation restriction to the Division of Fisheries and Wildlife; or to take any other action relative thereto.

Select Board
Conservation Commission

Select Board: Recommended Unanimously
Finance Committee: No Position

Summary: *As part of the work to address the outstanding parcels needing conservation restrictions as required by the Community Preservation Act and LAND grant conditions, the Division of Fisheries and Wildlife (DFW) has expressed an interest in protecting the "Brown Loaf" parcel (Groton Assessor's Parcel 234-04), by purchasing a Conservation Restriction on it. The Brown Loaf parcel is a 103 +/- acre parcel, located south of Lowell Road behind the GELD substation. This property was originally purchased by the Town, at the Spring Town Meeting in 1999, for general municipal purposes. Options were explored for the best development potential but none worked out. This resulted in a 2011 Spring Town Meeting (Article 19) authorizing the Select Board to transfer the parcel to the Conservation Commission. This article would allow the Town to negotiate the terms and award a CR to DFW, thereby recouping most of the funds it spent to purchase the property. Once the CR is completed, the Select Board will finalize the transfer of ownership of the parcel to the Conservation Commission.*

Article 23: Citizens' Petition – Rezone 797 Boston Road

To see if the Town will vote to rezone the property situated at 797 Boston Road, which is shown on the Groton Assessor's Maps as Parcel 133-49 and described in a deed recorded with Middlesex County South District Registry of Deeds in Book 45322 at Page 597, as Neighborhood Business (NB), allowing for the construction of an indoor pickleball facility, or to take any other action relative thereto.

Citizens' Petition

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
James McLean	4 Little Hollow Lane	Roberta Fusari	331 Riverbend Drive
Alfred Von Campe	29 Worthen Drive	Kristen Von Campe	29 Worthen Drive
Michael J. Hutton	33 Overlook Drive	Karen Hutton	33 Overlook Drive
Catherine Pauly	42 Forest Drive	Kathy Pietras	9 West Street
David Fusari	331 Riverbend Drive	Robert E. Anderson	270 Whiley Road

Select Board: Recommendation Deferred Until Town Meeting

Finance Committee: No Position

Planning Board: Recommendation Deferred Until Town Meeting

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *The owner of this parcel wishes to change the zoning of the property from Residential–Agricultural (R-A) to Neighborhood Business (NB) to allow for the development of an indoor pickleball facility. The proposed facility would require the issuance of a Special Permit by the Zoning Board of Appeals, pursuant to the Zoning Bylaw.*

ARTICLES 24 THROUGH 33 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED ON PAGE 2 OF THIS WARRANT.

Article 24: Transfer within the 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 2023 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 2023 Water Department's Operational Expenses. As of the printing of the Warrant, it is anticipated that \$75,000 will be transferred for this purpose.*

Article 25: *Transfer Within the 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 2023 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 2023 Center Sewer Budget. As of the printing of the Warrant, it is anticipated that \$100,000 will be transferred for this purpose.*

Article 26: *Transfer Within the 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 2023 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 2023 Four Corners Sewer Budget. As of the printing of the Warrant, it is anticipated that \$75,000 will be transferred for this purpose.*

Article 27: 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 2023 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 2023 budget. As of the Printing of the Warrant, it is anticipated that \$10,000 will be transferred for this purpose.*

Article 28: 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: Recommendation Deferred Until Town Meeting

Finance Committee: Recommendation Deferred Until Town Meeting

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

Article 29: Current Year Line-Item Transfers

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2023 budget, or to take any other action relative thereto.

Select Board

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *To transfer money within the Fiscal Year 2023 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

Article 30: *Appropriate Money to Offset the 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 2023 Snow and Ice Budget, as approved under Article 5 of the 2022 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 23.*

Article 31: *Amend Funding Distribution for Middle School Track*

To see if the Town will appropriate a sum of money to pay additional costs of designing, constructing and equipping a new Middle School track, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by borrowing, including a borrowing to be repaid with Community Preservation Act funds, or otherwise provided, or to take any other action relative thereto.

Community Preservation Committee

Select Board: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *Article 7 of the 2021 Spring Town Meeting approved a bond of \$1.4 million to construct a new Middle School Track as part of the elementary school project. The Town has issued Bond Anticipation Notes on this approval and is paying interest. It is the Town's intent to permanently borrow these funds within the next two years. Article 9 of the 2022 Spring Town Meeting approved an additional \$1 million for this project as the original \$1.4 million was insufficient to construct the Track. The Town has yet to borrow this additional \$1 million. It was the Town's intent to issue a BAN for this \$1 million this June. That said, the Community Preservation Committee has decided that they have sufficient funding in their unallocated reserve to reduce the borrowing authorization of Article 9 by \$880,000 so only \$120,000 will need to be borrowed (instead of the \$1 million authorized).*

Article 32: Debt Service for Middle School Track

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 Chapter 44B, Section 5, of the Massachusetts General Laws, for debt service for Fiscal Year 2024 for the Middle School Track Project, as authorized under Article 7 of the May 1, 2021 Spring Town Meeting and Article 9 of the April 30, 2022 Spring Town Meeting, or to take any other action relative thereto.

Community Preservation Committee

Select Board: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: This article appropriates the debt payments for the Middle School Track Project. The anticipated debt service for Fiscal Year 2024 is \$55,000. Funding for this article will come from the Unallocated Reserve of the Community Preservation Fund.

Article 33: 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 2024 spending limits for the various revolving funds as follows:

Program or Purpose	FY 2024 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Building Rental Fund	\$50,000
Affordable Housing Marketing	\$20,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000
Council on Aging Program Fund	\$50,000
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 votes and currently set forth in the Town’s Bylaw for said purpose.

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 10th Day of April in the year of our Lord Two Thousand Twenty-Three.

John F. Reilly

John F. Reilly, Chair

Rebecca H. Pine

Rebecca H. Pine, Vice Chair

Matthew F. Pisani

Matthew F. Pisani, Clerk

Alison S. Manugian

Alison S. Manugian, Member

Peter S. Cunningham

Peter S. Cunningham, 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 2024**

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 2024 Operating Budget for the Town of Groton. When preparing the Proposed Operating Budget, the goal was to submit a budget to Town Meeting that would maintain services in Fiscal Year 2024 at the same level as the current Fiscal Year, and support the Operating Assessment of the Groton Dunstable Regional School District. While this proved to be difficult, the Finance Committee, Select Board and Town Manager worked diligently and cooperatively to balance the proposed budget without the need of an Override of Proposition 2½.

In accordance with the Groton Charter and the Town’s Financial Policies, in October 2022, 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 2024 with no proposed Override of Proposition 2½.
2. The Town Manager shall work with representatives of the Groton Dunstable Regional School District and Nashoba Valley Technical School District to balance the budget.

To meet the challenge of balancing the Budget without the need of an Override, Local Receipts were thoroughly reviewed with an eye on increasing them to the maximum amount that could be anticipated in Fiscal Year 2024 and accepted by the Department of Revenue in approving the Tax Rate for Fiscal Year 2024. While the Town’s History is to be as conservative as possible when developing Local Receipts, balancing the Budget was the priority. Even though there was some serious apprehension pushing revenues to this extreme, this was a necessary step in order to meet the budgetary needs of the Town and the School District. Based on this, the Town is estimating an increase in local receipts of \$613,763 from \$4,808,620 to \$5,422,383, or 12.7%. This is the largest increase in local receipts in the past 15 years. Please consider the following:

1. **Motor Vehicle Excise Taxes** – The Town Budgeted \$1,778,290 in Motor Vehicle Excise Taxes in FY 2023. Needing to stretch this line item as much as possible, it is estimated that the Town will receive \$1,820,583 for FY 2024, or an increase of \$42,293 over FY 2023.

2. **Meals Tax/Room Occupancy Tax** – This has been an excellent revenue source over the last year. In Fiscal Year 2023, this line item was increased by \$100,000 and collections thus far in FY 2023 have exceeded this estimate. It is anticipated that the Town will collect an additional \$50,000 in FY 2024.
3. **Recreational Marijuana Revenue** – This is a new revenue line item for Fiscal Year 2024. Currently, two companies are in the process of receiving both local and state approvals to open Recreational Marijuana facilities in Groton. Both companies should be open sometime in Fiscal Year 2024. The Town will receive a 3% tax on total sales. A conservative estimate is that \$5 million in sales will be generated, which will provide the Town with \$150,000 in tax revenues for Fiscal Year 2024.
4. **Payments in Lieu of Taxes** – This line item has been increased by \$71,500 from \$300,000 in FY 2023 to \$371,500 in FY 2024 based on an anticipated receipt of \$25,000 for the new ticket surcharge agreed to by Groton Hill Music. In addition, Groton School has increased its voluntary donation to the Town by \$34,000, while Lawrence Academy and the Groton Electric Light Department have increased their voluntary donations by \$7,500 and \$5,000 respectively.
5. **Other Charges for Services** – This line item has been increased by \$9,000 to \$99,000 to reflect the Intermunicipal Agreement with the Town of Dunstable for their reimbursement for Dispatch Services.
6. **Other Departmental Revenue** – This line item has been increased by \$25,000 to \$800,000 in anticipation of the reimbursement from the Enterprise Funds due to the anticipated increase in Health Insurance.
7. **Licenses and Permits** – Based on the anticipated redevelopment of the Deluxe Property and other subdivisions currently before the Planning Board for approval, this line item has been increased in FY 2024 by \$113,619, from \$315,681 to \$429,300 or 36%.
8. **Investment Income** – This line item has been increased by \$40,000 from \$50,000 to \$90,000, or 80% due to the higher interest rates we have been experiencing in the last year and the money the Town has on hand for the Florence Roche Elementary School Construction Project. While this will not continue in future fiscal years, it is a safe estimate in FY 2024
9. **Recreation Revenues** – Based on the last three years of the outstanding success of the Groton Country Club (the Town collected \$739,701 in Fiscal Year 2022), we are increasing this estimate by \$94,733 from \$605,267 to \$700,000, or 15.7%.

The Finance Committee and Town Manager have developed the following estimated revenues for Fiscal Year 2024:

<u>Revenue Source</u>	<u>Budgeted FY 2023</u>	<u>Proposed FY 2024</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Property Tax*	\$ 35,383,886	\$ 36,550,003	\$ 1,166,117	3.30%
State Aid	\$ 1,077,749	\$ 1,183,073	\$ 105,324	9.77%
Local Receipts - Excluding Country Club	\$ 4,203,353	\$ 4,722,383	\$ 519,030	12.35%
Country Club Revenue	\$ 605,267	\$ 700,000	\$ 94,733	15.65%
Free Cash	\$ 619,994	\$ 662,827	\$ 42,833	6.91%
Other Available Funds	\$ 309,000	\$ 350,000	\$ 41,000	13.27%
TOTAL	\$ 42,199,249	\$ 44,168,286	\$ 1,969,037	4.67%

*Includes 2½ percent increase allowed by law and \$18 million in new growth.

The first area that needed to be reviewed in preparing the Proposed Operating Budget is mandatory expenditures, followed by areas in the budget that are routine in nature. With regard to mandatory expenditures, two categories fit this definition, Pension and Health Insurance. In Fiscal Year 2024, the Town has been notified by the Middlesex County Retirement Board that the Pension Budget will decrease by \$44,630, from \$2,538,910 to 2,494,280, or 1.76%. Health Insurance will increase by \$164,987 from \$1,925,576 to \$2,090,563, or 8.57%.

The Town has seven (7) Collective Bargaining Units. All contracts will be entering the second year of three-year Agreements. All Unions have agreed to a 2% wage adjustment in FY 2024. Contractual salary and wage obligations to these employees, By-Law employees, and others with individual contracts will increase by \$168,739 in FY 2024. Two of the Unions (the Town Hall/Library Union and the DPW Union) are also eligible for a performance incentive that allows employees to receive an increase in their base pay of up to two (2%). In Fiscal Year 2024, this will likely account for an increase in wages of \$50,639. Finally, some employees are eligible for a one-time performance incentive of up to 2½% that is not added to their base. This will be paid from Free Cash. The Fiscal Year 2024 impact for this program is \$41,357. Please note that salaries and wages will increase by a total of \$260,735 in FY 2024, including one-time cash payments.

The Town will continue to see a significant increase in Excluded Debt for Fiscal Year 2024 as the Town continues to pay debt service on the Florence Roche Elementary School Project to cover both debt that has been permanently financed (\$28 million), as well as borrowed using bond anticipation notes (approximately \$27 million). For Fiscal Year 2024, Municipal Excluded Debt will increase from \$3,362,553 to \$4,506,102, an increase of \$1,143,549 or 34%. Excluded Debt from the Groton Dunstable Regional School District will decrease by \$15,731 or 3.7% from \$422,713 to \$406,982. Overall, Excluded Debt will increase in Fiscal Year 2024 by \$1,128,088, or 29.8% from \$3,783,842 to \$4,911,930.

For the last two years, the Country Club has been a success and a revenue generator for the Town of Groton. Fiscal Year 2022 was the most successful year the Country Club has ever had in terms of revenue generation. In Fiscal Year 2022, the Club made a profit of \$118,086 (total expenses of \$621,615; total revenues of \$739,701). Over a three-year period, there has been no taxpayer subsidy for the operation of the Country Club, with the Club returning a profit to the Town of \$168,348. The Town will continue to manage the Club in the most cost-effective way to the benefit of the taxpayers.

There are two additional highlights in the Fiscal Year 2024 Proposed Budget that the Town Manager and Finance Committee would like to call to your attention. First, the position of Town Accountant has been reclassified and renamed Assistant Finance Director/Town Accountant based on a thorough review of the job description and duties required of the position. The salary for the newly titled position in Fiscal Year 2024 has been set at \$110,000. Second, the current DPW Director has notified the Town of his intention to retire in two years. The Town has instituted an "In-Training" Program whereby existing employees are trained to take over the Department Head Position when the current incumbent retires. This training program has been used to appoint the current Town Accountant, Town Treasurer/Tax Collector and Building Commissioner to great success. A DPW Director In-Training Program has been instituted in the Fiscal Year 2024 Proposed Operating Budget. A stipend of \$7,000 has been set aside in the Highway Budget to pay a current employee for the additional time spent training for the position of DPW Director, while still performing their regular duties.

The collaboration between the Town of Groton and the Groton Dunstable Regional School District continues to be strong. This collaboration has never been more important than in developing the FY 2024 Proposed Operating Budget. The initial Budget of the Town Manager provided to the Finance Committee and Select Board in December, 2022, had set aside an increase in the Assessment of \$1,218,398, or 5.01% based on the historical growth of the Assessment caused by the lack of a significant increase in State Aid. Unfortunately, due to an unprecedented increase in District expenses, including a 14% increase in out-of-District placements, a 3.2% increase in regular transportation costs, a significant increase in their Middlesex County Retirement Assessment, and increased utility costs and union obligations, the District's Proposed Assessment for Fiscal Year 2024 was significantly higher than the amount of funding set aside in the Town Manager's Proposed Budget. This required the Town and the District to reevaluate proposed increases in the budget to avoid an Override of Proposition 2½. To do this, several reductions were made in the Municipal Budget. The Town did not fund an additional Firefighter/EMT position in the Fire Department and a current vacancy in the Communications Department has been eliminated. Reductions were also made in minor capital and snow and ice removal costs. The Town will also realize an increase in revenues from the anticipated Fiscal Year 2024 Unrestricted Local Aid and PILOT payments from the two Private Schools and the Groton Electric Light Department. Based on this, the Town was able to set aside an additional \$400,000 for the Operating Assessment of the District, bringing the increase to \$1,618,398, or an increase of 6.65%. The School District also made significant reductions in its proposed FY 2024 Budget by eliminating positions and services allowing the Town to avoid an Override of Proposition 2½ and eliminating the need for further reductions in the Municipal Budget. As stated, the collaboration between the Town and the School District was a key factor in balancing the Fiscal Year 2024 Proposed Operating Budget.

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 decreased from 45 to 41. The proposed Assessment for Nashoba Tech is \$762,656, a decrease of \$47,381, or 5.85%.

Section 6-5 of the Groton Charter requires the Finance Committee to provide a report that details the differences between the Town Manager’s Proposed Budget and their final Proposed Budget. The following Chart shows the differences between the budget received by the Finance Committee from the Town Manager on December 31, 2022 and the budget that will be proposed to the 2023 Spring Town Meeting:

<u>Line</u>	<u>Department/Description</u>	<u>Original Proposed</u>	<u>Committee Approved</u>
1241	Building Inspector Expenses	\$ 23,750	\$ 21,750
1305	Police Department Minor Capital	\$ 11,420	\$ 6,420
1311	Fire Department Wages	\$ 1,142,499	\$ 1,112,490
1312	Fire Department Expenses	\$ 213,896	\$ 207,096
1370	Police & Fire Communications Wages	\$ 500,064	\$ 448,073
1400	NVRTHS Operating Expenses	\$ 810,037	\$ 762,656
1410	GDRSD Operating Expenses	\$ 25,537,716	\$ 25,937,716
1504	Highway Department Minor Capital	\$ 20,000	\$ 15,000
1542	Municipal Buildings Minor Capital	\$ 10,000	\$ -
1601	Council on Aging Wages	\$ 122,695	\$ 103,143
1661	Library Wages	\$ 343,002	\$ 314,504
2004	Short Term Debt - Principal - Non-Excluded	\$ 85,174	\$ 212,949
2005A	Short Term Debt - Interest - Non-Excluded	\$ 7,500	\$ 30,676
3010	Employee Benefits Health Insurance	\$ 2,115,563	\$ 2,090,563

The following is a breakdown of the Finance Committee’s Proposed Fiscal Year 2024 Operating Budget by function:

<u>Category</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 2,293,398	\$ 2,349,147	\$ 55,749	2.43%
Land Use	\$ 460,356	\$ 492,508	\$ 32,152	6.98%
Protection of Persons and Property	\$ 4,833,510	\$ 4,737,597	\$ (95,913)	-1.98%
Department of Public Works	\$ 2,345,816	\$ 2,351,495	\$ 5,679	0.24%
Library and Citizen Services	\$ 1,892,083	\$ 1,945,270	\$ 53,187	2.81%
Sub-Total - Wages and Expenses	\$ 11,825,163	\$ 11,876,016	\$ 50,853	0.43%
Debt Service	\$ 3,651,258	\$ 4,980,707	\$ 1,329,449	36.41%
Employee Benefits	\$ 4,797,706	\$ 4,930,663	\$ 132,957	2.77%
Sub-Total - All Municipal	\$ 20,274,127	\$ 21,787,386	\$ 1,513,259	7.46%
Nashoba Tech	\$ 810,037	\$ 762,656	\$ (47,381)	-5.85%
Groton-Dunstable Operating	\$ 24,319,318	\$ 25,937,716	\$ 1,618,398	6.65%
Groton-Dunstable Excluded Debt	\$ 422,713	\$ 406,982	\$ (15,731)	-3.72%
Groton-Dunstable Debt	\$ 60,191	\$ 58,814	\$ (1,377)	-2.29%
Groton Dunstable Capital	\$ 577,026	\$ 552,203	\$ (24,823)	-4.30%
Sub-Total - Education	\$ 26,189,285	\$ 27,718,371	\$ 1,529,086	5.84%
Grand Total - Town Budget	\$ 46,463,412	\$ 49,505,757	\$ 3,042,345	6.55%

The total Fiscal Year 2024 Proposed Operating Budget, including Regional School Assessments and excluded debt, is \$49,505,757, or an increase of 6.55%. This proposed budget is at the anticipated FY 2024 Proposition 2½ Levy Limit. When you take into consideration the proposed Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed budget is \$53,510,505. The Fiscal Year 2023 Tax Rate has been certified at \$15.64. Based on the Proposed Balanced Budget, the estimated Tax Rate in Fiscal Year 2024 is \$16.44, or an increase of \$0.80. In Fiscal Year 2023, the average Tax Bill in the Town of Groton (based on a home valued at the current average of \$633,985) is \$9,916. Under this proposed balanced budget, that same homeowner can expect a tax bill of \$10,423, or an increase of \$507. The following chart shows a comparison between FY 2023 and FY 2024:

	<u>Actual</u> <u>FY 2023</u>	<u>Proposed</u> <u>FY 2024</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Levy Capacity Used	\$ 35,383,886	\$ 36,550,003	\$ 1,166,117	3.30%
Tax Rate on Levy Capacity Used	\$ 14.13	\$ 14.49	\$ 0.36	2.55%
Average Tax Bill	\$ 8,958	\$ 9,186	\$ 228	2.55%
Excluded Debt	\$ 3,783,842	\$ 4,911,930	\$ 1,128,088	29.81%
Tax Rate on Excluded Debt	\$ 1.51	\$ 1.95	\$ 0.44	29.14%
Average Tax Bill	\$ 957	\$ 1,236	\$ 279	29.14%
Final Levy Used	\$ 39,167,728	\$ 41,461,933	\$ 2,294,205	5.86%
Final Tax Rate	\$ 15.64	\$ 16.44	\$ 0.80	5.12%
Average Tax Bill	\$ 9,916	\$ 10,423	\$ 507	5.12%

The Town Manager and Finance Committee would like to take this opportunity to thank the Select Board, Town Accountant Patricia DuFresne, Town Treasurer/Collector Hannah Moller, Assistant Treasurer/Collector Michael Hartnett, Town Clerk Dawn Dunbar, Principal Assessor Megan Foster, Human Resources Director Melisa Doig, Executive Assistant Kara Cruikshank 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

Colby Doody, Vice Chair

Gary Green

David Manugian

Scott Whitefield

Michael Sulprizio

Mary Linskey

Groton Finance Committee

**TOWN OF GROTON
FISCAL YEAR 2024
REVENUE ESTIMATES**

	<u>BUDGETED FY 2023</u>		<u>ESTIMATED FY 2024</u>		<u>CHANGE</u>
PROPERTY TAX REVENUE	\$ 35,383,886	\$	36,550,003	\$	1,166,117
DEBT EXCLUSIONS	\$ 3,741,491	\$	4,911,930	\$	1,170,439
CHERRY SHEET - STATE AID	\$ 1,077,749	\$	1,183,073	\$	105,324
UNEXPENDED TAX CAPACITY	\$ 6,980	\$	-	\$	(6,980)
LOCAL RECEIPTS:					
General Revenue:					
Motor Vehicle Excise Taxes	\$ 1,778,290	\$	1,820,583	\$	42,293
Meals Tax and Room Occupancy Tax	\$ 350,000	\$	400,000	\$	50,000
Marijuana Revenue	\$ -	\$	150,000	\$	150,000
Penalties & Interest on Taxes	\$ 110,000	\$	110,000	\$	-
Payments in Lieu of Taxes	\$ 300,000	\$	371,500	\$	71,500
Other Charges for Services	\$ 90,000	\$	99,000	\$	9,000
Fees	\$ 385,446	\$	392,000	\$	6,554
Rentals	\$ 32,000	\$	40,000	\$	8,000
Library Revenues	\$ -	\$	-	\$	-
Other Departmental Revenue	\$ 775,000	\$	800,000	\$	25,000
Licenses and Permits	\$ 315,681	\$	429,300	\$	113,619
Fines and Forfeits	\$ 10,000	\$	20,000	\$	10,000
Investment Income	\$ 50,000	\$	90,000	\$	40,000
Recreation Revenues	\$ 605,267	\$	700,000	\$	94,733
Miscellaneous Non-Recurring	\$ 6,936	\$	-	\$	(6,936)
Sub-total - General Revenue	\$ 4,808,620	\$	5,422,383	\$	613,763
Other Revenue:					
Free Cash	\$ 619,994	\$	662,827	\$	42,833
Capital Stabilization Fund for GDRSD	\$ 577,026	\$	253,407	\$	(323,619)
Stabilization Fund for Tax Rate Relief	\$ -	\$	-	\$	-
Capital Asset Stabilization Fund	\$ 538,000	\$	620,142	\$	82,142
EMS/Conservation Fund Receipts Reserve	\$ -	\$	525,951	\$	525,951
Community Preservation Funds	\$ -	\$	-	\$	-
Water Department Surplus	\$ -	\$	-	\$	-
Sewer Department Surplus	\$ -	\$	-	\$	-
Insurance Reimbursements	\$ -	\$	-	\$	-
Bond Surplus Transfer	\$ 15,224	\$	-	\$	(15,224)
Coronavirus Recovery Funds	\$ 309,000	\$	-	\$	(309,000)
Sub-total - Other Revenue	\$ 2,059,244	\$	2,062,327	\$	3,083
WATER DEPARTMENT ENTERPRISE	\$ 1,647,167	\$	1,940,823	\$	293,656
SEWER DEPARTMENT ENTERPRISE	\$ 837,839	\$	889,498	\$	51,659
LOCAL ACCESS CABLE ENTERPRISE	\$ 223,219	\$	230,137	\$	6,918
FOUR CORNER SEWER ENTERPRISE	\$ 79,134	\$	77,812	\$	(1,322)
STORMWATER UTILITY ENTERPRISE	\$ 241,095	\$	242,520	\$	1,425
TOTAL ESTIMATED REVENUE	\$ 49,865,328	\$	53,510,505	\$	3,645,177

**TOWN OF GROTON
FISCAL YEAR 2024
TAX LEVY CALCULATIONS**

FY 2024 PROPOSED EXPENDITURES

FINANCE COMMITTEE BUDGET

General Government	\$	2,349,147
Land Use Departments	\$	492,508
Protection of Persons and Property	\$	4,737,597
Regional School Districts	\$	27,718,371
Department of Public Works	\$	2,351,495
Library and Citizen Services	\$	1,945,270
Debt Service	\$	4,980,707
Employee Benefits	\$	4,930,663

Sub-Total - Operating Budget \$ 49,505,757

A. TOTAL DEPARTMENTAL BUDGET REQUESTS	\$	49,505,757
B. CAPITAL BUDGET REQUESTS	\$	690,142
C. ENTERPRISE FUND REQUESTS	\$	3,044,303
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	\$	25,054
6. Revenue deficits	\$	-
7. Offset Receipts	\$	-
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	-
10. Other	\$	-

E. TOTAL OTHER AMOUNTS TO BE RAISED	\$	25,054
F. STATE AND COUNTY CHERRY SHEET CHARGES	\$	95,249
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS	\$	150,000

TOTAL PROPOSED EXPENDITURES \$ **53,510,505**

FY 2024 ESTIMATED RECEIPTS

ESTIMATED TAX LEVY

Levy Limit	\$	36,550,003
Debt Exclusion	\$	4,911,930

A. ESTIMATED TAX LEVY	\$	41,461,933
B. CHERRY SHEET ESTIMATED RECEIPTS	\$	1,183,073
C. LOCAL RECEIPTS NOT ALLOCATED	\$	5,422,383
D. OFFSET RECEIPTS	\$	-
E. ENTERPRISE FUNDS	\$	3,380,789
F. COMMUNITY PRESERVATION FUNDS	\$	-
G. FREE CASH	\$	662,827

OTHER AVAILABLE FUNDS

1. Stabilization Fund	\$	-
2. Capital Asset Fund	\$	620,142
3. GDRSD Capital Asset Fund	\$	253,407
4. EMS/Conservation Fund	\$	525,951
5. Bond Surplus Transfer	\$	-
6. Coronavirus Recovery Funds	\$	-

H. OTHER AVAILABLE FUNDS \$ 1,399,500

TOTAL ESTIMATED RECEIPTS \$ **53,510,505**

FY 2024 SURPLUS/(DEFICIT) \$ **(0)**

APPENDIX A

TOWN OF GROTON FISCAL YEAR 2024

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
<u>GENERAL GOVERNMENT</u>							
MODERATOR							
1000	Salaries	\$ 65	\$ 65	\$ 1,000	\$ 1,000	0.21	0.00%
1001	Expenses	\$ -	\$ 80	\$ 80	\$ 80	0.02	0.00%
DEPARTMENTAL TOTAL		\$ 65	\$ 145	\$ 1,080	\$ 1,080	0.22	0.00%
BOARD OF SELECTMEN							
1020	Salaries	\$ -	\$ -	\$ -	\$ -	-	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1022	Expenses	\$ 2,023	\$ 6,800	\$ 6,800	\$ 6,800	1.40	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	-	0.00%
1024	Minor Capital	\$ 25,683	\$ 25,800	\$ 24,054	\$ 24,054	4.97	0.05%
DEPARTMENTAL TOTAL		\$ 27,706	\$ 32,600	\$ 30,854	\$ 30,854	6.37	0.06%
TOWN MANAGER							
1030	Salaries	\$ 232,258	\$ 240,331	\$ 243,914	\$ 243,914	50.38	0.48%
1031	Wages	\$ 114,378	\$ 119,223	\$ 117,005	\$ 117,005	24.17	0.23%
1032	Expenses	\$ 41,993	\$ 24,700	\$ 12,100	\$ 12,100	2.50	0.02%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	-	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 388,629	\$ 384,254	\$ 373,019	\$ 373,019	77.04	0.74%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
FINANCE COMMITTEE							
1040	Expenses	\$ 210	\$ 215	\$ 220	\$ 220	0.05	0.00%
1041	Reserve Fund	\$ 69,641	\$ 150,000	\$ 150,000	\$ 150,000	30.98	0.30%
DEPARTMENTAL TOTAL		\$ 69,851	\$ 150,215	\$ 150,220	\$ 150,220	31.03	0.30%
TOWN ACCOUNTANT							
1050	Salaries	\$ 96,408	\$ 101,125	\$ 115,615	\$ 115,615	23.88	0.23%
1051	Wages	\$ 50,864	\$ 52,906	\$ 54,491	\$ 54,491	11.25	0.11%
1052	Expenses	\$ 37,706	\$ 40,204	\$ 39,100	\$ 39,100	8.08	0.08%
DEPARTMENTAL TOTAL		\$ 184,978	\$ 194,235	\$ 209,206	\$ 209,206	43.21	0.41%
BOARD OF ASSESSORS							
1060	Salaries	\$ 81,993	\$ 85,280	\$ 94,300	\$ 94,300	19.48	0.19%
1061	Wages	\$ 59,949	\$ 65,551	\$ 68,486	\$ 68,486	14.14	0.14%
1062	Expenses	\$ 23,373	\$ 45,215	\$ 47,374	\$ 47,374	9.78	0.09%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 165,315	\$ 196,046	\$ 210,160	\$ 210,160	43.41	0.42%
TREASURER/TAX COLLECTOR							
1070	Salaries	\$ 138,946	\$ 139,455	\$ 147,363	\$ 147,363	30.44	0.29%
1071	Wages	\$ 74,924	\$ 79,042	\$ 80,256	\$ 80,256	16.58	0.16%
1072	Expenses	\$ 19,909	\$ 21,695	\$ 26,253	\$ 26,253	5.42	0.05%
1073	Tax Title	\$ 1,557	\$ 7,100	\$ 7,100	\$ 7,100	1.47	0.01%
1074	Bond Cost	\$ 1,050	\$ 2,300	\$ 2,300	\$ 2,300	0.48	0.00%
DEPARTMENTAL TOTAL		\$ 236,386	\$ 249,592	\$ 263,272	\$ 263,272	54.37	0.52%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
TOWN COUNSEL							
1080	Expenses	\$ 60,496	\$ 90,000	\$ 90,000	\$ 90,000	18.59	0.18%
	DEPARTMENTAL TOTAL	\$ 60,496	\$ 90,000	\$ 90,000	\$ 90,000	18.59	0.18%
HUMAN RESOURCES							
1090	Salary	\$ 82,822	\$ 87,984	\$ 94,300	\$ 94,300	19.48	0.19%
1091	Expenses	\$ 14,376	\$ 11,400	\$ 12,400	\$ 12,400	2.56	0.02%
	DEPARTMENTAL TOTAL	\$ 97,198	\$ 99,384	\$ 106,700	\$ 106,700	22.04	0.21%
INFORMATION TECHNOLOGY							
1100	Salary	\$ 115,193	\$ 121,981	\$ 121,627	\$ 121,627	25.12	0.24%
1101	Wages	\$ 58,730	\$ 61,269	\$ 63,115	\$ 63,115	13.04	0.13%
1102	Expenses	\$ 20,031	\$ 22,800	\$ 24,800	\$ 24,800	5.12	0.05%
	DEPARTMENTAL TOTAL	\$ 193,954	\$ 206,050	\$ 209,542	\$ 209,542	43.28	0.42%
GIS STEERING COMMITTEE							
1120	Expenses	\$ 3,975	\$ 10,800	\$ 8,300	\$ 8,300	1.71	0.02%
	DEPARTMENTAL TOTAL	\$ 3,975	\$ 10,800	\$ 8,300	\$ 8,300	1.71	0.02%
TOWN CLERK							
1130	Salaries	\$ 90,853	\$ 104,438	\$ 98,472	\$ 98,472	20.34	0.20%
1131	Wages	\$ 63,733	\$ 76,040	\$ 72,675	\$ 72,675	15.01	0.14%
1132	Expenses	\$ 5,547	\$ 9,867	\$ 13,600	\$ 13,600	2.81	0.03%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
	DEPARTMENTAL TOTAL	\$ 160,133	\$ 190,345	\$ 184,747	\$ 184,747	38.16	0.37%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
ELECTIONS & BOARD OF REGISTRARS							
1140	Stipend	\$ 6,065	\$ 21,795	\$ 20,430	\$ 20,430	4.22	0.04%
1141	Expenses	\$ 6,700	\$ 12,437	\$ 15,417	\$ 15,417	3.18	0.03%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 12,765	\$ 34,232	\$ 35,847	\$ 35,847	7.40	0.07%
STREET LISTINGS							
1150	Expenses	\$ 4,818	\$ 5,000	\$ 5,700	\$ 5,700	1.18	0.01%
DEPARTMENTAL TOTAL		\$ 4,818	\$ 5,000	\$ 5,700	\$ 5,700	1.18	0.01%
INSURANCE & BONDING							
1160	Insurance & Bonding	\$ 282,024	\$ 300,000	\$ 320,000	\$ 320,000	66.09	0.63%
1161	Insurance Deductible Reserve - Liability	\$ 3,089	\$ 12,000	\$ 12,000	\$ 12,000	2.48	0.02%
1162	Insurance Deductible Reserve - 111F	\$ 6,449	\$ 25,000	\$ 25,000	\$ 25,000	5.16	0.05%
DEPARTMENTAL TOTAL		\$ 291,562	\$ 337,000	\$ 357,000	\$ 357,000	73.73	0.71%
TOWN REPORT							
1170	Expenses	\$ 1,364	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
DEPARTMENTAL TOTAL		\$ 1,364	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
POSTAGE/TOWN HALL EXPENSES							
1180	Expenses	\$ 55,011	\$ 65,000	\$ 65,000	\$ 65,000	13.42	0.13%
1181	Telephone Expenses	\$ 13,043	\$ 30,000	\$ 30,000	\$ 30,000	6.20	0.06%
1182	Office Supplies	\$ 24,835	\$ 17,000	\$ 17,000	\$ 17,000	3.51	0.03%
DEPARTMENTAL TOTAL		\$ 92,889	\$ 112,000	\$ 112,000	\$ 112,000	23.13	0.22%
TOTAL GENERAL GOVERNMENT		\$ 1,992,084	\$ 2,293,398	\$ 2,349,147	\$ 2,349,147	485.18	4.65%

LAND USE DEPARTMENTS

CONSERVATION COMMISSION							
1200	Salary	\$ 69,481	\$ 73,971	\$ 73,351	\$ 73,351	15.15	0.15%
1201	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1202	Expenses	\$ 6,260	\$ 7,565	\$ 8,770	\$ 8,770	1.81	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	-	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 75,741	\$ 81,536	\$ 82,121	\$ 82,121	16.96	0.16%
PLANNING BOARD							
1210	Salaries	\$ 84,016	\$ 89,236	\$ 89,453	\$ 89,453	18.48	0.18%
1211	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1212	Expenses	\$ 9,877	\$ 9,950	\$ 9,950	\$ 9,950	2.06	0.02%
1215	M.R.P.C. Assessment	\$ 3,849	\$ 4,000	\$ 4,200	\$ 4,200	0.87	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 97,742	\$ 103,186	\$ 103,603	\$ 103,603	21.40	0.21%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
ZONING BOARD OF APPEALS							
1220	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1221	Expenses	\$ 666	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
DEPARTMENTAL TOTAL		\$ 666	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
HISTORIC DISTRICT COMMISSION							
1230	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ -	\$ -	\$ -	-	0.00%
BUILDING INSPECTOR							
1240	Salaries	\$ 94,254	\$ 104,760	\$ 104,904	\$ 104,904	21.67	0.21%
1241	Wages	\$ 57,054	\$ 58,769	\$ 60,823	\$ 60,823	12.56	0.12%
1242	Expenses	\$ 6,334	\$ 3,700	\$ 21,750	\$ 21,750	4.49	0.04%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 157,642	\$ 167,229	\$ 187,477	\$ 187,477	38.72	0.37%
MECHANICAL INSPECTOR							
1250	Fee Salaries	\$ 41,430	\$ 39,000	\$ 39,000	\$ 39,000	8.05	0.08%
1251	Expenses	\$ 2,774	\$ 4,000	\$ 4,000	\$ 4,000	0.83	0.01%
DEPARTMENTAL TOTAL		\$ 44,204	\$ 43,000	\$ 43,000	\$ 43,000	8.88	0.09%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
EARTH REMOVAL INSPECTOR							
1260	Stipend	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.52	0.00%
1261	Expenses	\$ -	\$ 200	\$ 200	\$ 200	0.04	0.00%
1262	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 2,500	\$ 2,700	\$ 2,700	\$ 2,700	0.56	0.01%
BOARD OF HEALTH							
1270	Wages	\$ -	\$ -	\$ -	\$ -	-	0.00%
1271	Expenses	\$ 308	\$ 1,575	\$ 1,575	\$ 1,575	0.33	0.00%
1272	Nursing Services	\$ -	\$ 14,455	\$ 17,798	\$ 17,798	3.68	0.04%
1273	Nashoba Health District	\$ 61,933	\$ 31,675	\$ 38,833	\$ 38,833	8.02	0.08%
1274	Herbert Lipton MH	\$ 8,000	\$ -	\$ -	\$ -	-	0.00%
1275	Eng/Consult/Landfill Monitoring	\$ 9,133	\$ 10,200	\$ 10,600	\$ 10,600	2.19	0.02%
DEPARTMENTAL TOTAL		\$ 79,374	\$ 57,905	\$ 68,806	\$ 68,806	14.21	0.14%
SEALER OF WEIGHTS & MEASURES							
1280	Fee Salaries	\$ 1,090	\$ 3,200	\$ 3,200	\$ 3,200	0.66	0.01%
1281	Expenses	\$ 440	\$ 100	\$ 100	\$ 100	0.02	0.00%
DEPARTMENTAL TOTAL		\$ 1,530	\$ 3,300	\$ 3,300	\$ 3,300	0.68	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 459,399	\$ 460,356	\$ 492,508	\$ 492,508	101.72	0.98%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
<u>PROTECTION OF PERSONS AND PROPERTY</u>							
POLICE DEPARTMENT							
1300	Salaries	\$ 291,262	\$ 278,889	\$ 286,466	\$ 286,466	\$ 59.17	0.57%
1301	Wages	\$ 1,956,346	\$ 2,086,001	\$ 2,116,748	\$ 2,116,748	\$ 437.18	4.19%
1302	Expenses	\$ 185,392	\$ 214,450	\$ 215,370	\$ 215,370	\$ 44.48	0.43%
1303	Lease or Purchase of Cruisers	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 1.03	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1305	Minor Capital	\$ 11,000	\$ 11,000	\$ 6,420	\$ 6,420	\$ 1.33	0.01%
DEPARTMENTAL TOTAL		\$ 2,449,000	\$ 2,595,340	\$ 2,630,004	\$ 2,630,004	\$ 543.19	5.21%
FIRE DEPARTMENT							
1310	Salaries	\$ 235,000	\$ 260,754	\$ 276,595	\$ 276,595	\$ 57.13	0.55%
1311	Wages	\$ 1,035,806	\$ 1,220,616	\$ 1,112,490	\$ 1,112,490	\$ 229.77	2.20%
1312	Expenses	\$ 124,201	\$ 195,600	\$ 207,096	\$ 207,096	\$ 42.77	0.41%
DEPARTMENTAL TOTAL		\$ 1,395,007	\$ 1,676,970	\$ 1,596,181	\$ 1,596,181	\$ 329.67	3.16%
GROTON WATER FIRE PROTECTION							
1320	West Groton Water District	\$ -	\$ 1	\$ -	\$ -	\$ -	0.00%
1321	Groton Water Department	\$ -	\$ 1	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ 2	\$ -	\$ -	\$ -	0.00%
ANIMAL INSPECTOR							
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	\$ 0.43	0.00%
1331	Expenses	\$ 20	\$ 400	\$ 400	\$ 400	\$ 0.08	0.00%
DEPARTMENTAL TOTAL		\$ 2,102	\$ 2,482	\$ 2,482	\$ 2,482	\$ 0.51	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER							
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.43	0.00%
1341	Expenses	\$ 40	\$ 400	\$ 400	\$ 400	0.08	0.00%
DEPARTMENTAL TOTAL		\$ 2,122	\$ 2,482	\$ 2,482	\$ 2,482	0.51	0.00%
EMERGENCY MANAGEMENT AGENCY							
1350	Salary	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0.83	0.01%
1351	Expenses	\$ 9,998	\$ 10,000	\$ 10,000	\$ 10,000	2.07	0.02%
1352	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 13,998	\$ 14,000	\$ 14,000	\$ 14,000	2.89	0.03%
DOG OFFICER							
1360	Salary	\$ 15,000	\$ 15,000	\$ 17,500	\$ 17,500	3.61	0.03%
1361	Expenses	\$ 2,356	\$ 3,000	\$ 3,000	\$ 3,000	0.62	0.01%
DEPARTMENTAL TOTAL		\$ 17,356	\$ 18,000	\$ 20,500	\$ 20,500	4.23	0.04%
POLICE & FIRE COMMUNICATIONS							
1370	Wages	\$ 453,495	\$ 500,359	\$ 448,073	\$ 448,073	92.54	0.89%
1371	Expenses	\$ 10,826	\$ 23,875	\$ 23,875	\$ 23,875	4.93	0.05%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENTAL TOTAL		\$ 464,321	\$ 524,234	\$ 471,948	\$ 471,948	97.47	0.94%
TOTAL PROTECTION OF PERSONS AND PROPERTY		\$ 4,343,906	\$ 4,833,510	\$ 4,737,597	\$ 4,737,597	978.48	9.39%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
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REGIONAL SCHOOL DISTRICT BUDGETS

NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL

1400 Operating Expenses	\$	807,474	\$	810,037	\$	762,656	\$	762,656	\$	157.51	1.51%
DEPARTMENTAL TOTAL	\$	807,474	\$	810,037	\$	762,656	\$	762,656	\$	157.51	1.51%

GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT

1410 Operating Expenses	\$	24,023,134	\$	24,319,318	\$	25,937,716	\$	25,937,716	\$	5,357.03	51.40%
1411 Debt Service, Excluded	\$	-	\$	422,713	\$	406,982	\$	406,982	\$	84.06	0.81%
1412 Debt Service, Unexcluded	\$	-	\$	60,191	\$	58,814	\$	58,814	\$	12.15	0.12%
1413 Out of District Placement	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
1414 Capital Assessment	\$	217,298	\$	577,026	\$	552,203	\$	552,203	\$	114.05	1.09%
DEPARTMENTAL TOTAL	\$	24,240,432	\$	25,379,248	\$	26,955,715	\$	26,955,715	\$	5,567.28	53.41%

TOTAL SCHOOLS	\$	25,047,906	\$	26,189,285	\$	27,718,371	\$	27,718,371	\$	5,724.79	54.92%
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DEPARTMENT OF PUBLIC WORKS

HIGHWAY DEPARTMENT

1500 Salaries	\$	113,785	\$	120,523	\$	120,293	\$	120,293	\$	24.84	0.24%
1501 Wages	\$	685,051	\$	743,115	\$	743,323	\$	743,323	\$	153.52	1.47%
1502 Expenses	\$	138,154	\$	136,900	\$	136,900	\$	136,900	\$	28.27	0.27%
1503 Highway Maintenance	\$	73,852	\$	90,000	\$	80,000	\$	80,000	\$	16.52	0.16%
1504 Minor Capital	\$	-	\$	20,000	\$	15,000	\$	15,000	\$	3.10	0.03%
DEPARTMENTAL TOTAL	\$	1,010,842	\$	1,110,538	\$	1,095,516	\$	1,095,516	\$	226.26	2.17%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
STREET LIGHTS							
1510	Expenses	\$ 12,209	\$ 15,000	\$ 15,000	\$ 15,000	3.10	0.03%
	DEPARTMENTAL TOTAL	\$ 12,209	\$ 15,000	\$ 15,000	\$ 15,000	3.10	0.03%
SNOW AND ICE							
1520	Expenses	\$ 154,236	\$ 165,000	\$ 165,000	\$ 165,000	34.08	0.33%
1521	Overtime	\$ 291,882	\$ 140,000	\$ 140,000	\$ 140,000	28.91	0.28%
1522	Hired Equipment	\$ 55,369	\$ 35,000	\$ 35,000	\$ 35,000	7.23	0.07%
	DEPARTMENTAL TOTAL	\$ 501,487	\$ 340,000	\$ 340,000	\$ 340,000	70.22	0.67%
TREE WARDEN BUDGET							
1530	Salary	\$ -	\$ -	\$ -	\$ -	-	0.00%
1531	Expenses	\$ 2,499	\$ 3,000	\$ 3,000	\$ 3,000	0.62	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
1533	Tree Work	\$ 8,322	\$ 10,000	\$ 30,000	\$ 30,000	6.20	0.06%
	DEPARTMENTAL TOTAL	\$ 10,821	\$ 14,500	\$ 34,500	\$ 34,500	7.13	0.07%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE							
1540	Wages	\$ 150,671	\$ 159,057	\$ 166,348	\$ 166,348	34.36	0.33%
1541	Expenses	\$ 263,725	\$ 270,950	\$ 270,950	\$ 270,950	55.96	0.54%
1542	Minor Capital	\$ 9,941	\$ 10,000	\$ -	\$ -	-	0.00%
	DEPARTMENTAL TOTAL	\$ 424,337	\$ 440,007	\$ 437,298	\$ 437,298	90.32	0.87%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
SOLID WASTE DISPOSAL							
1550	Wages	\$ 140,322	\$ 150,995	\$ 154,315	\$ 154,315	\$ 31.87	0.31%
1551	Expenses	\$ 45,741	\$ 45,686	\$ 45,686	\$ 45,686	\$ 9.44	0.09%
1552	Tipping Fees	\$ 133,758	\$ 145,000	\$ 145,000	\$ 145,000	\$ 29.95	0.29%
1553	North Central SW Coop	\$ 3,088	\$ 5,850	\$ 5,850	\$ 5,850	\$ 1.21	0.01%
1554	Minor Capital	\$ 4,312	\$ 5,000	\$ 5,000	\$ 5,000	\$ 1.03	0.01%
DEPARTMENTAL TOTAL		\$ 327,221	\$ 352,531	\$ 355,851	\$ 355,851	73.50	0.71%
PARKS DEPARTMENT							
1560	Wages	\$ 15,817	\$ 17,481	\$ 17,571	\$ 17,571	\$ 3.63	0.03%
1561	Expenses	\$ 57,700	\$ 55,759	\$ 55,759	\$ 55,759	\$ 11.52	0.11%
DEPARTMENTAL TOTAL		\$ 73,517	\$ 73,240	\$ 73,330	\$ 73,330	15.15	0.15%
TOTAL DEPARTMENT OF PUBLIC WORKS		\$ 2,360,434	\$ 2,345,816	\$ 2,351,495	\$ 2,351,495	485.66	4.66%
LIBRARY AND CITIZEN'S SERVICES							
COUNCIL ON AGING							
1600	Salaries	\$ 73,786	\$ 85,855	\$ 87,446	\$ 87,446	\$ 18.06	0.17%
1601	Wages	\$ 57,873	\$ 121,590	\$ 103,143	\$ 103,143	\$ 21.30	0.20%
1602	Expenses	\$ 15,517	\$ 11,054	\$ 12,254	\$ 12,254	\$ 2.53	0.02%
1603	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 147,176	\$ 218,499	\$ 202,843	\$ 202,843	41.89	0.40%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
SENIOR CENTER VAN							
1610	Wages	\$ 42,865	\$ 54,331	\$ 74,808	\$ 74,808	15.45	0.15%
1611	Expenses	\$ 12,865	\$ 13,673	\$ 18,023	\$ 18,023	3.72	0.04%
DEPARTMENTAL TOTAL		\$ 55,730	\$ 68,004	\$ 92,831	\$ 92,831	19.17	0.18%
VETERAN'S SERVICE OFFICER							
1620	Salary	\$ 5,192	\$ 6,000	\$ 6,120	\$ 6,120	1.26	0.01%
1621	Expenses	\$ 25	\$ 1,100	\$ 1,100	\$ 1,100	0.23	0.00%
1622	Veterans' Benefits	\$ 17,062	\$ 30,000	\$ 25,000	\$ 25,000	5.16	0.05%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	-	0.00%
DEPARTMENT TOTAL		\$ 22,279	\$ 37,100	\$ 32,220	\$ 32,220	6.65	0.06%
GRAVES REGISTRATION							
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.05	0.00%
1631	Expenses	\$ 760	\$ 760	\$ 760	\$ 760	0.16	0.00%
DEPARTMENTAL TOTAL		\$ 1,010	\$ 1,010	\$ 1,010	\$ 1,010	0.21	0.00%
CARE OF VETERAN GRAVES							
1640	Contract Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
DEPARTMENTAL TOTAL		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.31	0.00%
OLD BURYING GROUND COMMITTEE							
1650	Expenses	\$ -	\$ 800	\$ 800	\$ 800	0.17	0.00%
DEPARTMENTAL TOTAL		\$ -	\$ 800	\$ 800	\$ 800	0.17	0.00%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
LIBRARY							
1660	Salary	\$ 411,697	\$ 428,544	\$ 441,807	\$ 441,807	\$ 91.25	0.88%
1661	Wages	\$ 290,240	\$ 342,055	\$ 314,504	\$ 314,504	\$ 64.96	0.62%
1662	Expenses	\$ 199,361	\$ 217,697	\$ 226,873	\$ 226,873	\$ 46.86	0.45%
1663	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 901,298	\$ 988,296	\$ 983,184	\$ 983,184	203.06	1.95%
COMMEMORATIONS & CELEBRATIONS							
1670	Expenses	\$ 50	\$ 500	\$ 500	\$ 500	\$ 0.10	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 50	\$ 500	\$ 500	\$ 500	0.10	0.00%
WATER SAFETY							
1680	Wages	\$ 3,927	\$ 4,418	\$ 4,560	\$ 4,560	\$ 0.94	0.01%
1681	Expenses and Minor Capital	\$ -	\$ 2,907	\$ 4,683	\$ 4,683	\$ 0.97	0.01%
1682	Property Maint. & Improvements	\$ 1,323	\$ 9,000	\$ 9,000	\$ 9,000	\$ 1.86	0.02%
DEPARTMENTAL TOTAL		\$ 5,250	\$ 16,325	\$ 18,243	\$ 18,243	3.77	0.04%
WEED MANAGEMENT							
1690	Wages	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 12,562	\$ 22,000	\$ 22,000	\$ 22,000	\$ 4.54	0.04%
1692	Expenses: Great Lakes	\$ 2,385	\$ 12,385	\$ 12,385	\$ 12,385	\$ 2.56	0.02%
DEPARTMENTAL TOTAL		\$ 14,947	\$ 34,385	\$ 34,385	\$ 34,385	7.10	0.07%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
GROTON COUNTRY CLUB							
1700	Salary	\$ 162,122	\$ 170,414	\$ 172,675	\$ 172,675	\$ 35.66	0.34%
1701	Wages	\$ 176,746	\$ 193,000	\$ 237,305	\$ 237,305	\$ 49.01	0.47%
1702	Expenses	\$ 180,650	\$ 162,250	\$ 167,774	\$ 167,774	\$ 34.65	0.33%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL		\$ 519,518	\$ 525,664	\$ 577,754	\$ 577,754	119.33	1.14%
TOTAL LIBRARY AND CITIZEN SERVICES		\$ 1,668,758	\$ 1,892,083	\$ 1,945,270	\$ 1,945,270	401.76	3.85%
<u>DEBT SERVICE</u>							
DEBT SERVICE							
2000	Long Term Debt - Principal Excluded	\$ 1,229,153	\$ 2,112,000	\$ 1,870,000	\$ 1,870,000	\$ 386.22	3.71%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 158,786	\$ 153,506	\$ 153,506	\$ 31.70	0.30%
2002	Long Term Debt - Interest - Excluded	\$ 674,914	\$ 1,208,202	\$ 1,418,852	\$ 1,418,852	\$ 293.04	2.81%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 82,021	\$ 77,474	\$ 77,474	\$ 16.00	0.15%
2004	Short Term Debt - Principal - Town	\$ -	\$ 85,174	\$ 212,949	\$ 212,949	\$ 43.98	0.42%
2005A	Short Term Debt - Interest - Non Excluded	\$ 3,740	\$ 5,075	\$ 30,676	\$ 30,676	\$ 6.34	0.06%
2005B	Short Term Debt - Interest - Excluded	\$ -	\$ -	\$ 1,217,250	\$ 1,217,250	\$ 251.40	2.41%
DEPARTMENTAL TOTAL		\$ 1,907,807	\$ 3,651,258	\$ 4,980,707	\$ 4,980,707	1,028.69	9.87%
TOTAL DEBT SERVICE		\$ 1,907,807	\$ 3,651,258	\$ 4,980,707	\$ 4,980,707	1,028.69	9.87%
<u>EMPLOYEE BENEFITS</u>							
EMPLOYEE BENEFITS							
GENERAL BENEFITS							
3000	County Retirement	\$ 2,385,255	\$ 2,538,910	\$ 2,494,280	\$ 2,494,280	\$ 515.15	4.94%
3001	State Retirement	\$ 177,094	\$ 181,000	\$ 185,000	\$ 185,000	\$ 38.21	0.37%
3002	Unemployment Compensation	\$ 9,891	\$ 10,000	\$ 10,000	\$ 10,000	\$ 2.07	0.02%
INSURANCE							
3010	Health Insurance/Employee Expenses	\$ 1,749,313	\$ 1,925,576	\$ 2,090,563	\$ 2,090,563	\$ 431.77	4.14%
3011	Life Insurance	\$ 3,549	\$ 3,820	\$ 3,820	\$ 3,820	\$ 0.79	0.01%
3012	Medicare/Social Security	\$ 142,291	\$ 138,400	\$ 147,000	\$ 147,000	\$ 30.36	0.29%
DEPARTMENTAL TOTAL		\$ 4,467,393	\$ 4,797,706	\$ 4,930,663	\$ 4,930,663	1,018.35	9.77%
TOTAL EMPLOYEE BENEFITS		\$ 4,467,393	\$ 4,797,706	\$ 4,930,663	\$ 4,930,663	1,018.35	9.77%

LINE	DEPARTMENT/DESCRIPTION	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 TOWN MANAGER BUDGET	FY 2024 FINCOM BUDGET	FY 2024 AVERAGE TAX BILL	FY 2024 PERCENT OF TAX BILL
<u>ADDITIONAL APPROPRIATIONS</u>							
ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 625,000	\$ 728,000	\$ 690,142	\$ 690,142	\$ 142.54	1.37%
	Offset Receipts		\$ -	\$ -	\$ -	\$ -	0.00%
	Cherry Sheet Offsets	\$ 22,346	\$ 22,346	\$ 25,054	\$ 25,054	\$ 5.17	0.05%
	Snow and Ice Deficit	\$ 80,000	\$ 168,040	\$ -	\$ -	\$ -	0.00%
	State and County Charges	\$ 97,077	\$ 95,249	\$ 95,249	\$ 95,249	\$ 19.67	0.19%
	Allowance for Abatements/Exemptions	\$ 273,169	\$ 50,000	\$ 150,000	\$ 150,000	\$ 30.98	0.30%
<hr/>							
	DEPARTMENTAL TOTAL	\$ 1,097,592	\$ 1,063,635	\$ 960,445	\$ 960,445	\$ 198.36	1.90%
	GRAND TOTAL - TOWN BUDGET	\$ 43,345,279	\$ 47,527,047	\$ 50,466,202	\$ 50,466,202	\$ 10,423	100.00%

024 ENTERPRISE FUND BUDGETS

DEPARTMENT/DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 APPROPRIATED	FY 2024 DEPARTMENT REQUEST	FY 2024 TOWN MANAGER BUDGET	PERCENT CHANGE
WATER DEPARTMENT							
WD Salaries	\$ 145,271	\$ 151,444	\$ 152,121	\$ 161,518	\$ 166,505	\$ 166,505	3.09%
WD Wages	\$ 167,539	\$ 186,050	\$ 255,303	\$ 264,003	\$ 278,587	\$ 278,587	5.52%
WD Expenses	\$ 547,269	\$ 499,510	\$ 526,019	\$ 676,063	\$ 587,900	\$ 587,900	-13.04%
WD Debt Service	\$ 402,140	\$ 361,977	\$ 369,185	\$ 545,583	\$ 907,830	\$ 907,830	66.40%
DEPARTMENTAL TOTAL	\$ 1,262,219	\$ 1,198,981	\$ 1,302,628	\$ 1,647,167	\$ 1,940,823	\$ 1,940,823	17.83%
SEWER DEPARTMENT							
Sewer Salaries	\$ 19,440	\$ 20,488	\$ 21,579	\$ 23,339	\$ 22,623	\$ 22,623	-3.07%
Sewer Wages	\$ 36,540	\$ 50,727	\$ 51,737	\$ 46,114	\$ 49,872	\$ 49,872	8.15%
Sewer Expense	\$ 633,821	\$ 534,552	\$ 683,919	\$ 734,494	\$ 783,578	\$ 783,578	6.68%
Sewer Debt Service	\$ 38,338	\$ 5,504	\$ 5,316	\$ 33,892	\$ 33,426	\$ 33,426	-1.37%
DEPARTMENTAL TOTAL	\$ 728,139	\$ 611,271	\$ 762,551	\$ 837,839	\$ 889,498	\$ 889,498	6.17%
FOUR CORNERS SEWER DEPARTMENT							
Four Corners Sewer Salaries	\$ -	\$ -	\$ -	\$ -	\$ 2,361	\$ 2,361	100.00%
Four Corners Sewer Wages	\$ -	\$ -	\$ -	\$ 7,683	\$ 5,541	\$ 5,541	-27.87%
Four Corners Sewer Expense	\$ 20,619	\$ 37,903	\$ 54,555	\$ 71,451	\$ 69,909	\$ 69,909	-2.16%
Four Corners Sewer Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DEPARTMENTAL TOTAL	\$ 20,619	\$ 37,903	\$ 54,555	\$ 79,134	\$ 77,812	\$ 77,812	-1.67%
LOCAL ACCESS CABLE DEPARTMENT							
Cable Salaries	\$ 77,180	\$ 93,104	\$ 69,975	\$ 69,916	\$ 69,656	\$ 69,656	-0.37%
Cable Wages	\$ 53,999	\$ 55,272	\$ 55,827	\$ 65,235	\$ 58,510	\$ 58,510	-10.31%
Cable Expenses	\$ 61,355	\$ 58,737	\$ 52,535	\$ 88,069	\$ 91,971	\$ 91,971	4.43%
Cable Minor Capital	\$ 803	\$ 2,357	\$ 5,000	\$ -	\$ 10,000	\$ 10,000	0.00%
DEPARTMENTAL TOTAL	\$ 193,337	\$ 209,470	\$ 183,337	\$ 223,219	\$ 230,137	\$ 230,137	3.10%
STORMWATER UTILITY							
Stormwater Wages/Benefits	\$ -	\$ 31,330	\$ 74,091	\$ 78,095	\$ 79,520	\$ 79,520	1.82%
Stormwater Equipment	\$ -	\$ -	\$ -	\$ 20,000	\$ 5,000	\$ 5,000	-75.00%
Stormwater Capital Outlay	\$ -	\$ -	\$ 42,201	\$ 51,000	\$ 51,000	\$ 51,000	0.00%
Stormwater Compliance Costs	\$ -	\$ -	\$ 51,616	\$ 49,000	\$ 35,978	\$ 35,978	-26.58%
Stormwater Disposal/Expenses	\$ -	\$ 27,537	\$ 5,800	\$ 20,000	\$ 20,000	\$ 20,000	0.00%
Stormwater Intergovernmental	\$ -	\$ -	\$ -	\$ 23,000	\$ 51,022	\$ 51,022	121.83%
DEPARTMENTAL TOTAL	\$ -	\$ 58,867	\$ 173,708	\$ 241,095	\$ 242,520	\$ 242,520	0.59%
IL ENTERPRISE FUNDS	\$ 2,204,314	\$ 2,116,492	\$ 2,476,779	\$ 3,028,453	\$ 3,380,789	\$ 3,380,789	11.63%

APPENDIX B**FACTOR: 1.0200**

**Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2024 (Effective July 1, 2023)**

Grade	Position Title	Low	High
4	Salary	41,459	51,307
	Wages	19.96	24.65
5	Salary	43,826	54,192
	Wages	21.09	26.08
7	Salary	50,676	64,190
	Wages	24.95	30.86
8	Salary	57,529	71,231
	Wages	27.66	34.04
9	Salary	58,915	72,903
	Wages	28.33	35.05
10	Salary Executive Assistant to Town Manager	67,568	85,279
	Wages	32.50	41.00
11	Salary Human Resources Director	70,502	89,828
	Wages	33.89	43.19
12	Salary	72,808	92,004
	Wages	35.03	44.24

APPENDIX B
Town of Groton Personnel By-Law
Wage and Classification Schedule
Fiscal Year 2024 (Effective July 1, 2023)

FACTOR: 1.0200

Grade	Position Title	Low	High
13	Salary	75,408	95,710
	Wages	36.25	46.01
14	Salary	77,010	97,463
	Wages	37.03	46.86
15	Salary	79,505	98,354
	Wages	38.22	47.29
16	Salary	82,377	100,164
	Wages	39.61	48.15
17	Salary	92,289	114,170
	Wages	44.37	54.89
18	Salary	99,805	123,516
	IT Director Wages	47.98	59.38
19	Salary	102,425	126,736
	Wages	49.25	60.93
20	Salary	109,825	135,070
	Wages	52.81	64.93

APPENDIX B
NON-CLASSIFIED, TEMPORARY SEASONAL AND STIPEND POSITIONS

NON-STEP AND STIPEND POSITIONS

FIRE/EMS DEPARTMENT

Call Captain: Fire	26.14
Call Lieutenant: Fire	25.61
Call Firefighter	22.41
Call Emergency Medical Technician	22.41
Probationary Firefighter	18.67
Probationary Emergency Medical Technician	18.67
Call Fire Mechanic	62.73

Country Club Seasonal Employees

Pro Shop Staff	MW *- 18.00
Pool Staff	MW - 18.00
Lifeguards	MW - 19.00
Swim Coaches	MW - 24.00
Camp Staff	MW - 18.00
Counselors	MW - 19.00
Buildings & Grounds	MW - 28.00
Library Shelves	MW - 19.00

MISCELLANEOUS

Veteran's Agent	6,000
Earth Removal Inspector	2,500
Dog Officer	17,500
Animal Inspector	2,082
Animal Control Officer	2,082
Town Diarist	1.00
Keeper of the Town Clock	1.00
Per Diem Van Driver	19.13 - 21.53
Park Ranger	Minimum Wage
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

* - Minimum Wage



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**

Date: _____

Name _____
First
M.I.
Last

Mailing Address _____

Circle One GROTON, 01450 WEST GROTON, 01472

Telephone No. (home) _____ (cell) _____

Preferred e-mail Address _____

Occupation _____

Background _____

Specific committees in which you are interested:

Department Name	Vacancies
Agricultural Commission	1
Commission on Accessibility	2
Great Pond Advisory Committee	4
Historic District Commission	2
Historical Commission	1
Housing Partnership	1
Insurance Advisory Committee	4
Local Cultural Council	4
Old Burying Ground Commission	2
Personnel Board	1
Scholarship Committee	3
Sustainability Commission	1
Trails Committee	2
Weed Harvester Committee	2
Zoning Board of Appeals (Alternate)	1

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

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