

# GROTON

## ANNUAL TOWN REPORT 2011



**town·ie (tou'nê)** *n.* [*Colloq.*] a resident of a town.....

They are everywhere and cannot be distinguished by race, religion or gender. They travel throughout the world but still hold within them a sense of belonging and home.



*Groton High School Graduating Class of 1954*

To be a ***Townie*** means something more, but what.....

Sadly, there will be no more townies in Groton. Townies are those men and women who were born here, who grew up here and who still live here. They went to the same little schools where their children followed in their footsteps. The teachers that taught them also taught their children. Their fathers built the local churches, their mothers cooked the church suppers, they gave of themselves in political office, they served their town and country in the military, they traveled the world but their heads and hearts were always in their picture postcard perfect small town where everybody knew their name.

George Francis Dillon is a bona fide Townie – living in the house on Kemp Street that his grandparents owned, where his mother and her eight siblings were born and where his mother was born and passed away in the same room. This home built in 1898 has been in his family for 110 years. His father emigrated from Ireland, worked at the local mill. His aunts, uncles and grandparents helped to build St. James Catholic Church.

As a young man growing up in West Groton, Dillon had numerous jobs – at the Groton Leatherboard (now Rivercourt), at The Elms, at the Wharton Place on Broadmeadow Road, at Forcino's Market (Now Country Butcher), at the First National Store (now Bruno's Pizza) and at the Village Store (Sherwin's Market).

He and his wife Janet raised their three children in West Groton and they and his grandchildren went to Groton public schools. Dillon served the town as a member of the Groton Finance Committee and most recently as a three-term Selectman. He graduated from college, served in the military during the Vietnam era, he rose through the ranks to become the President of Fitchburg and Valentine Paper Companies. He has traveled all over the world – from the jungles and slums of Brazil and Peru to Communist Rumania, France, Switzerland England, Germany, Ireland, Austria to mention a few, but “there is just no place like home.”

He never moved. Dillon would commute to Louisiana to the paper company – fly home at the end of the week only to return south the following week. But Groton is his home, and he did whatever it took to come ‘home’ to the town that holds so many memories and so many friends.

Today, there are many, many residents that simply love this town, love the history, love the character, and who are deeply grateful to all the townies for preserving the wonderful, diverse, community that they built, nurtured, and cherished.

As Fran might say, you do not need to be a Townie to love, respect and protect this great community, but it helps.



**GROTON, MASSACHUSETTS  
MIDDLESEX COUNTY  
[www.townofgroton.org](http://www.townofgroton.org)**



**Settled:** May 23, 1655

**Type of Government:** Open Town Meeting; Town Manager

**Location:** Northwestern part of Middlesex County

**Population from 2010 Annual Town Census:** 10,772

**Registered Voters as of December 31, 2010:** 7,352

**Elevation at Town Hall:** 320 feet above sea level

**Highest Elevation:** Chestnut @ 516 feet above sea level

**Area in Square Miles:** 32.54  
(Largest Town-in-area in Middlesex County)

**Miles of Plowed or Maintained Roads:** 107

# ***Sgt. William Woitowicz, USMC***

Died June 7, 2011 serving our country



## **In Memoriam 2011**

*Let the residents of Groton pause and reflect for a moment on those who served.*

*Rose Ann Anderson*

*Frank Belitsky*

*Robert Connally*

*Chase Duffy*

*Gloria Ann Fuccillo*

*David Ralph Hopper*

*John L. Hooper*

*Priscilla Little*

*Grace Strand Marsolais*

*John McGrath*

*Georgess Chase McHargue*

*Rita Mae O'Connell*

*Jane Peterson*

*Stephanie Tedesco*

## 2011 Proclamations

*On behalf of the citizens of the Town of Groton, the Board of Selectmen issued proclamations and set aside an **“APPRECIATION DAY”** for the following citizens and organizations who have made significant contributions to the community:*

Chase J. Duffy	April 25, 2011
Arbor Day	May 7, 2011
Kyle Ames, Eagle Scout	May 29, 2011
Matthew Vincent Pinque, Eagle Scout	June 27, 2011
West Groton Water Supply District	July 23, 2011
John Walsh, Employee	December 1, 2011



## Board of Selectmen

Anna Eliot, Chair  
Anna Eliot, Chair

Joshua A. Degen, Member  
Joshua A. Degen, Member

George F. Dillon, Vice Chair  
George F. Dillon, Vice Chair

Stuart M. Schulman, Member  
Stuart M. Schulman, Member

Peter S. Cunningham, Clerk  
Peter S. Cunningham, Clerk

Michael Bouchard, Clerk  
Michael Bouchard, Town Clerk

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## FEDERAL, STATE AND COUNTY OFFICIALS

### PRESIDENT

Barack H. Obama  
The White House  
1600 Pennsylvania Avenue NW  
Washington, DC 20500  
202-456-6213  
Visitors Office: 202-456-2121

### UNITED STATES SENATORS

Scott Brown  
317 Russell Senate Office Building  
Washington, DC 20510  
Phone: (202) 224-4543  
Fax: (202) 228-2646

2400 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
Phone: (617) 565-3170  
Fax: (617) 723-7325

John F. Kerry  
304 Russell Senate Building  
Washington, D.C. 20510  
(202) 224-2742 FAX 224-8525

1 Bowdoin Square, 10th Floor  
Boston, MA 02114  
(617) 565-8519 FAX 248-3870  
[john\\_kerry@kerry.senate.gov](mailto:john_kerry@kerry.senate.gov)

### REPRESENTATIVE IN CONGRESS 5TH CONGRESSIONAL DISTRICT

Niki Tsongas  
2229 Rayburn House Office Building  
Washington, D.C. 20515  
(202) 225-3411 FAX 226-0711

11 Kearney Square  
Lowell, MA 01852  
(978) 459-0101 FAX 459-1907  
[www.house.gov/meehan](http://www.house.gov/meehan)

### GOVERNOR

Deval Patrick  
State House, Rm. 360  
Boston, MA 02133  
(617) 725-4005 FAX 727-9725  
[www.mass.gov](http://www.mass.gov)

### ATTORNEY GENERAL

Martha Coakley  
One Ashburton Place  
Boston, MA 02108-1698  
Consumer Hotline (617) 727-8400  
(617) 727-2200 FAX 727-3265

### DISTRICT ATTORNEY MIDDLESEX COUNTY

Gerard T. Leone, Jr.  
40 Thorndike Street  
Cambridge, MA 02141  
(617) 679-6500 FAX 225-0871  
[www.middlesexda.com](http://www.middlesexda.com)

### SECRETARY OF STATE

William Galvin  
One Ashburton Place, Room 1611  
Boston, MA 02108-1512  
(617) 727-7030 FAX 742-4528  
[cis@sec.state.ma.us](mailto:cis@sec.state.ma.us)

### SENATOR IN GENERAL COURT

Eileen Donoghue  
First Middlesex District  
State House, Rm. 112  
Boston, MA 02133-1053  
(617) 722-1630 FAX 722-1001  
[Eileen.Donoghue@masenate.gov](mailto:Eileen.Donoghue@masenate.gov)

### REPRESENTATIVE IN GENERAL COURT

Sheila C. Harrington  
First Middlesex District  
State House, Rm. 237  
Boston, MA 02133-1054  
(617) 722-2305 FAX 722-2598  
[sheila.harrington@mahouse.gov](mailto:sheila.harrington@mahouse.gov)

### REGISTER OF DEEDS

Eugene C. Brune  
Post Office Box 68  
208 Cambridge Street  
Cambridge, MA 02141  
(617) 679-6300  
[middlesexsouth@sec.state.ma.us](mailto:middlesexsouth@sec.state.ma.us)

### REGISTER OF PROBATE

Tara DeCristofaro  
208 Cambridge Street  
Cambridge, MA 02141-0068  
(617) 768-5800 FAX 225-0781

### SHERIFF

Peter J. Koutoujian  
Superior Court House  
40 Thorndike St., Post Office Box 97  
Cambridge, MA 02141  
(617) 494-4410 FAX 494-1795



## **Town Departments**

Accountant.....	978-448-1107
Board of Selectmen.....	978-448-1111
Board of Assessors.....	978-448-1207
Board of Health .....	978-448-1120
Building & Zoning Department.....	978-448-1109
Commissioners of Trust Funds .....	978-448-2031
Conservation Commission .....	978-448-1106
Council on Aging .....	978-448-1170
Dep't of Public Works .....	978-448-1162
Electric Light Department .....	978-448-1150
Fire Department .....	978-448-6333
Groton-Dunstable Regional School District.....	978-448-5505
Groton Pool & Golf Center .....	978-448-3996
Groton Public Library.....	978-448-1167
Historic Districts Commission.....	978-448-1109
Housing Authority .....	978-448-3962
Human Resources/Personnel.....	978-448-1145
Information Technology.....	978-448-1111
Inspector of Animals.....	978-448-1111
Park Commission .....	978-448-1173
Planning Board.....	978-448-1105
Police Department.....	978-448-5555
Sewer Commission.....	978-448-1117
Tax Collector/Treasurer .....	978-448-1103
Town Clerk.....	978-448-1100
Water Department.....	978-448-1122
Veteran's Service Officer.....	978-448-1175
Zoning Board of Appeals.....	978-448-1121

# GROTON'S ELECTED OFFICIALS



## **Board of Selectmen**

## **Board of Assessors**

## **Board of Health**

Nashoba Associated Board of Health

## **Commissioners of Trust Funds**

## **Electric Light Department**

## **Groton-Dunstable Regional School District**

Report from Superintendent

School District Report

Boutwell Early Childhood Center

Florence Roche Elementary School

Regional Middle School

Regional High School

Swallow Union Elementary School

Pupil Personnel Services

Peter Twomey Youth Center

## **Groton Public Library**

## **Housing Authority**

## **Park Commission**

## **Planning Board**

## **Sewer Commission**

## **Town Clerk**

## **Water Department**

**BOARD OF SELECTMEN**  
**Mark W. Haddad, Town Manager**  
Office Hours: Mon.-Fri. 8:00am-4:00 pm  
Meetings Every Monday  
(978) 448-1111 Fax: (978) 448-1115  
boardofselectmen@townofgroton.org

2011 priorities for the board began with the relocation of the Groton Fire Station. When property became available near the center of town, the Board entered a purchase and sale agreement for property as most persons know, the site of the decommissioned Sacred Heart Church. Citizens became concerned with the process of choosing a site, so a committee worked diligently to prepare priority sights. After four attempts to procure a site through town meeting, the task of building a new fire station remains under study.

Another priority for the board has been the implementation of the Groton Affordable Housing trust. With CPA funds, the Trust invested in the 134 Main street property to build affordable units in the center of town intermingled with the marketable units on the property that was once Kilbridge Antiques. Permitting process was accomplished over the summer and fall, exercising the new Overlay District permitting process.

With a favorable town meeting vote, Thomas More College purchased property to relocate their campus from Merrimack NH to Groton.

Summer brought much sadness to the town with the burning of the historic Groton Inn. Hardly a person who has lived here does not have a story of their experiences at the Inn. Loosing such a valued resource in town demonstrated how fragile the historic components are in our town. Heroic fire fighters answered the call to contain the blaze and minimize damage.

Prescott School became a focus of discussion with the appointment of the Prescott Reuse Committee. CPA funds were voted to hire an architectural firm to give cost estimates and analysis to prospective alternative uses. Having such a valuable and historic landmark is an exciting project to be under consideration. Abutting Groton Electric Light Department has also initiated their efforts to build a new facility on Station Avenue. Major consideration has been given to making sure the future Groton is in keeping with the values and traditional features that we all enjoy and appreciate for our town.

Once again the town of Groton has managed maintain a budget that has been under the levy limit and reduced tax increase for tax payers. In spite of difficult economic times for many residents, overall management and employee efforts have prevailed in maintaining a sound economic budget. In spite of allegations that continue to be under investigation, our town manager produced an efficient and sustainable budget. The efforts of the Board to make sure services are delivered in a professional and efficient manner are ongoing. It is in the spirit of gratitude to all the employees, volunteers and citizens that the Board serves. The Selectmen also want to recognize all the volunteer hours that citizens donate to the town. It is these volunteers who are the real engine in town government.

Respectfully submitted,  
Anna Eliot, Chairman

**BOARD OF ASSESSORS**  
Rena Swezey, Principal Assessor  
Office Hours: Mon.-Fri. 8:00am-4:00pm  
Meetings as Posted  
(978) 448-1127 Fax: (978) 448-1115  
assessors@townofgroton.org

The Board of Assessors is the local government responsible for establishing the value of property for tax purposes. The assessors are responsible for valuing all taxable property both real and personal for the town as well as motor vehicle excise tax. Assessed values are subject to triennial review and certification by the Department of Revenue. The Assessors grant all statutory exemptions and act on all abatement applications. The Assessors are responsible for defending all appeals made to the Appellate Tax Board. The Assessors administer all special assessments qualifying farm and forest management programs. Assessments in Massachusetts are based on full and fair cash value as of January 1<sup>st</sup>.

The real estate valuations were adjusted base on the market value of properties that sold in Groton during calendar year 2010. The real estate valuations through calendar year 2010 demonstrated that real estate has seen a slight decline in the Groton market in some neighborhoods in town while other have seen a slight increase in sales. The tax rate went from \$16.32 to \$16.08 for FY 2012.

The office continues the process of mandated cyclical inspection of all properties throughout the town. This is achieved by inspections visiting the properties by means of Sales Verification, Building Permits, Occupancy Permits, and Abatement Inspections. The Board of Assessors is a working board doing all the statistical analysis needed to do In- House Valuations each year to maintain the Fair and Full Cash Value of all properties in the Town of Groton.

In December Kathy Miller was elected to the Executive Board of Middlesex County Assessors Association. She successfully completed Course 3-Income Approach to Value at U-Mass for the Massachusetts Assessors Association.

Rebecca Babcock has taken on the responsibility of maintaining the records of the Excise Tax bills issued through several commitments from the Registry of Motor Vehicles.

The office staff strives to continue to give the good service that the Groton taxpayers have come to expect.

The Assessor's office is open 8:00am – 4:00pm from Monday to Friday.

Respectfully submitted,

Board of Assessors  
Jenifer Evans, Chair  
Rena Swezey, Clerk  
Garrett Boles, Member

Office of the Assessors' Staff  
Rena Swezey, Principal Assessor  
Katherine Miller, Office Assistant  
Rebecca Babcock, Office Assistant

BOARD OF ASSESSORS		
Fiscal 2011 Recapitulation Abstract		
<u>Amounts to be raised:</u>		
a. Appropriations		32,103,313.00
b. Other amounts to be raised		
Total overlay deficits of prior years	0.00	
Total Cherry Sheets Offsets	13,412.00	
Snow and Ice Deficit	105,964.00	
TOTAL		119,376.00
c. State and County cherry sheet charges		74,989.00
d. Allowance for abatements and exemptions (overlay)		220,731.02
TOTAL amount to be raised		32,518,409.02
<u>Estimated receipts and other revenue sources:</u>		
a. Estimated receipts - State		
Cherry sheet estimated receipts	714,997.00	714,997.00
b. Estimated receipts - Local		
Local receipts not allocated	3,470,401.00	
Enterprise funds	1,727,974.00	
Community Preservation funds	1,186,888.00	
TOTAL		6,385,263.00
c. Revenue sources appropriated for particular purposes		
Free cash	621,902.00	
Other available funds	146,000.00	
TOTAL		767,902.00
d. Other revenue sources appropriated specifically to reduce the tax rate		
Free cash...appropriated on or before June 30, 2007	0.00	
Free cash...appropriated on or after July 1, 2007	200,000.00	
Other source	0.00	
TOTAL		200,000.00
e. Total estimated receipts and other revenue sources		8,068,162.00
<u>Summary of total amount to be raised and total receipts from all sources:</u>		
Total amount to be raised		32,518,409.02
Total estimated receipts and other revenue sources	8,068,162.00	
Total real and personal property tax levy	24,450,247.02	
Total receipts from all sources		32,518,409.02
<u>Assessed Valuation:</u>		
Personal Property	26,021,326.00	
Real Estate, Commerical, Industrial	1,494,516,424.00	
<b>Total Valuation</b>	<b>1,520,537,750.00</b>	
Tax Rate per Thousand	16.08	
Tax Exempt Property Valuations	280,263,566.00	
<u>Dwellings:</u>		
1 Family 3,110		
2 Family - 137		
3 Family - 12		
Condo Units - 208		
Apartment Buildings - 14		

## **BOARD OF HEALTH**

Dawn Dunbar, Land Use Assistant  
Office Hours: Mon. - Fri. 8:00am-4:00pm  
Meeting 1<sup>st</sup> & 3<sup>rd</sup> Monday 7:30pm  
(978) 448-1120 Fax: (978) 448-1113  
health@townofgroton.org

The Board of Health continued to serve the Town's residents and businesses in meeting the challenges of environmental and public health needs. The three-member elected Board meets on the first and third Monday of the month at 7:00 PM in the Town Hall.

The Board of Health administers state and local laws, regulations, and policies in conformance with Massachusetts General Laws, Chapter 11, sections 26-32. The Board is committed to the protection of public health and the environment through enforcement of state statutes, local by-laws and regulations, regular inspections, and responses to Townspeople's concerns.

The Board of Health reviewed/granted the following permits:

• Subsurface sewage disposal system permits:	47
• Subsurface sewage disposal system variances:	17
• Well permits	7
• Well variances	3
• Tobacco control permits	10
• Trash hauler permits	4
• Stable licenses	37

During 2011, the Board of Health and Nashoba Associated Boards of Health, in conjunction with the Massachusetts Department of Public Health, sponsored a number of clinics for influenza vaccinations. The Board of Health also updated its Well Regulations which had not been done since 2008.

The Board of Health would like to thank Nashoba Associated Boards of Health Director James Garreffi, Health Agent Ira Grossman and the Land Use Department staff at Town Hall for their support throughout the year.

Respectfully submitted,  
Robert Fleischer, Chair  
Susan Horowitz  
Jason Weber

## **BOARD OF HEALTH**

### **Nashoba Associated Board of Health**

Ira Grossmam, Environmental Administrator

Office Hours: Mon. -Fri. 8:00am-4:30pm

Meeting to public twice a week

(978) 772-3335 Fax: (978) 772-4947

Web page: nashoba.org

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in Groton. In 2011 particular efforts were made to respond to a series of new service demands in the Environmental Division while adjusting to changes in the Nursing Division created by national trends in health care. Some of the new service demands included:

- Maintaining Nashoba's internet web site to provide information for the public. (See *nashoba.org*)
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Groton Board of Health up-to date on matters of emergency preparedness planning
- Nashoba assisted the Board with provided a school-located seasonal flu clinic at Groton-Dunstable Regional High School.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with Groton's Board of Health. Included in highlights of 2011 are the following:

- Through membership in the Association, Groton benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Nutritionists, Certified Home Health Aides, and Registered Dental Hygienists.
- Reviewed 79 Title 5 state mandated private Septic System Inspections for Groton Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Groton Board of Health for enforcement action.

By the Groton Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

## **TOWN OF GROTON**

Environmental Health Department- Environmental Information Responses

### **Groton Office (days)**

**100**

The Nashoba sanitarian is available for the public twice a week at the Groton Board of Health Office. (*Groton residents can also reach their Sanitarian by calling the Nashoba office in Ayer, Monday – Friday 8:00AM – 4:30PM*)

### **Food Service Licenses & Inspections**

**71**

Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

### **Beach/Camp Inspections**

**32**

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

### **Housing & Nuisance Investigations**

**20**

Nashoba, as agent for the Groton Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

<b>Septic System Test Applications</b>	<b>46</b>
Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.	
<b>Septic System Lot Tests</b>	<b>96</b>
Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.	
<b>Septic System Plan Applications</b>	<b>43</b>
Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.	
<b>Septic System Plan Reviews</b>	<b>75</b>
Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.	
<b>Septic System Permit Applications (new lots)</b>	<b>27</b>
<b>Septic System Permit Applications (upgrades)</b>	<b>20</b>
Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.	
<b>Septic System Inspections</b>	<b>81</b>
Nashoba Sanitarian is called to construction sites at various phases of construction to witness & verify that system is built according to plans.	
<b>Septic System Consultations</b>	<b>45</b>
During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.	
<b>Well Permits</b>	<b>14</b>
<b>Water Quality/Well Consultations</b>	<b>13</b>
Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.	
<b>Rabies Clinics - Animals Immunized</b>	<b>18</b>
Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500	

animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

#### **Nashoba Nursing Service & Hospice, Home Health Nursing Visits** **2977**

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

#### **Home Health Aide Visits 884**

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

#### **Rehabilitative Therapy Visit** **2699**

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

#### **Medical Social Service Visits** **113**

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

#### **Hospice Volunteer and Spiritual Care Visits** **52**

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

#### **Clinics**

#### **Local Well Adult, Support Groups, & Other Clinic Visits** **428**

Visits include well adult clinics, and immunization, cholesterol exercise, mental health and bereavement clinics.

Number of patients that attended	
<b>Flu Clinics held in Groton</b>	<b>301</b>
<b>Number of patients whom received</b>	
<b>Flu Shots that live in Groton</b>	<b>365</b>
<b>Patients receiving other vaccines</b>	<b>2</b>
<b>Adult Clinics from Groton</b>	<b>95</b>



### **Communicable Disease**

#### **Communicable Disease Reporting & Control**

Nashoba's Nursing Service & Environmental Health Department work together to meet the local Board of Health's responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within Groton (MGL Chap111, Sec 6, 7, and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases "dangerous to the public health" as defined by MDPH (MGL Chap111, Sec6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case "dangerous to the public health".
- Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
- Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

#### **Number of Communicable Disease cases Investigated**

**78**

##### **Communicable Disease Number of Cases**

- Babesiosis (suspected) 3
- Campylobacter 2
- Giardia 1
- Group B Strep. 1

- Human Granulocytic Anaplasmosis 4
- Hepatitis B 1
- Hepatitis C 5
- Influenza 8
- Lyme disease (suspected) 41
- Lyme Disease (confirmed) 4
- Salmonellosis 2
- Toxoplasmosis (suspected) 1
- Varicella (suspected) 4
- Viral Meningitis 1

### **Health Promotion**

#### **Skilled Nursing Visits 97**

#### **Dental Health Department**

##### **Examination, Cleaning & Fluoride - Grades K, 2 & 4**

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible	380
Students Participating	197
Referred to Dentist	23

##### **Instruction - Grades K, 1 & 5**

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs	13
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# COMMISSIONERS OF TRUST FUNDS

Karen Tuomi, Executive Director  
 Meetings by Appointment  
 Legion Hall, 75 Hollis Street, Groton, MA  
 (978) 448-1173      trustfunds@townofgroton.org

<b>FUND</b>	<b>7/1/2010</b>			<b>6/30/2011</b>	
	<b>Balance</b>	<b>Additions</b>	<b>Deductions</b>	<b>Balance</b>	
Barr Eye	\$3,462	\$346	\$0	\$3,808	
Maria Belitsky Scholar.	\$16,443	\$322	\$79	\$16,686	
Bertozzi Scholarship	\$145,502	\$4,099	\$5,464	\$144,137	
Blood Cemetery	\$5,268	\$152	\$0	\$5,420	
Butler School Reunion	\$12,420	\$1,642	\$0	\$14,062	
Champney Cemetery	\$3,164	\$145	\$0	\$3,309	
Dalrymple Eye	\$23,662	\$1,573	\$35	\$25,200	
Green Charity	\$812,439	\$39,483	\$33,035	\$818,887	
Groton Commons	\$9,513	\$1,376	\$0	\$10,889	
Lawrence Library	\$38,932	\$6,859	\$0	\$45,791	
Lecture Fund	\$3,041,450	\$622,314	\$70,037	\$3,593,727	
Library Book	\$122,337	\$22,499	\$84	\$144,752	
Robertson-Onners	\$38,349	\$297	\$585	\$38,061	
Robbins Library	\$2,320,355	\$418,727	\$45,026	\$2,694,056	
Robbins Scholarship	\$13,381	\$2,288	\$0	\$15,669	
M.T. Sawyer	\$3,784	\$709	\$0	\$4,493	
Shepley Charity	\$486,786	\$51,621	\$15,634	\$522,773	
Shepley Fountain	\$6,529	\$355	\$232	\$6,652	
Spaulding Fund	\$864	\$139	\$0	\$1,003	
Peter M. Twomey					
Scholarship	\$30,437	\$900	\$1,570	\$29,767	
Ganser/Van Hoogen	\$53,155	\$5,292	\$3,338	\$55,109	
Waters Vocational	\$3,962,493	\$800,068	\$60,396	\$4,702,165	
<b>TOTAL</b>	<b>\$11,150,725</b>	<b>\$1,981,206</b>	<b>\$235,515</b>	<b>\$12,896,416</b>	

Trust Fund balances consist of two categories, Non-Expendable (Principal) and Expendable (Accumulated Earnings). Only the Expendable may be disbursed. The total of \$12,896,416 consists of \$10,314,668 is Non-Expendable and \$2,581,748 is Expendable. The amount in the additional column is a combination of dividends and interest earned plus the value changes in the investment portfolio.

Due to the limited space in this report, the deduction category as shown comprises regular disbursements and fluctuations in the market.

The Trust Fund Commissioners constantly monitor the market and are in communications with our expert financial advisors. These two things coupled with the conservative "Legal" list of investments, lead us to anticipate a stabilization of the Trust Funds in the future.

## TRUST FUNDS

### **Peter E. Bertozzi Trust and Scholarship Fund**

The Bertozzi Trust and Scholarship Fund was established by the Squannacook Sportsmen's Club to promote an interest in conservation and environmental studies. Monies may also be used to support conservation activities in Groton. The 2011 recipients of the Peter E. Bertozzi Scholarship were Emily Bishop and Emma Sheffield. Grants were also awarded to the Williams Barn Committee.

### **Blood-Bigelow-Shepley-Ames Free Lecture Fund**

The Lecture Fund received 87 applications from organizations and groups to provide a variety of lectures, concerts, and performances, free to Groton residents. Of those received, 73 requests were granted. Additional grants are made during the year.

### **Community Children's Fund**

The Community Children's Fund continued to work year round. Along with the 14 families and 32 children who received aid in December, the Fund continues to provide school supplies, sports and camp programs and after school activities year round.

### **Dorothy Ganser van Hoogen & Andre B. van Hoogen Trust and Scholarship Fund**

The purpose of this Fund is to assist and encourage residents of Groton to pursue a program of post high school education. The 2011 recipient were Arthur Edmonds, Kelly Martin, Diane Gould and Casey Palmer.

### **Peter M. Twomey Memorial Scholarship Trust Fund**

The recipients of this Trust Fund are chosen based on an essay they write responding to the question, "As Peter Twomey had been a 'Crusader Who Promised to Excel', how will you use your special abilities to make a positive contribution to our world?" The 2011 recipient of this \$500 award was Marcus Antonellis.

### **Frank F. Waters Vocational Education Scholarship Trust Fund**

This Trust Fund continues to receive a high number of applications from graduating Groton seniors. Nine (9) students received scholarships of \$4,000 toward their first year at a vocational education institution and 2 applicants were granted awards of \$3,000 each toward their second year. Additional grants are made throughout the year.

Respectfully submitted,  
Thomas Hartnett, *Commissioner*  
Diane Hewitt, *Commissioner*  
Joseph Twomey, *Commissioner*

## **ELECTRIC LIGHT DEPARTMENT**

Kevin Kelly, Manager

Office Hours: Mon.-Fri. 8:00am-4:00pm

Meeting 2<sup>nd</sup> Monday 7:30pm

(978) 448-1150 Fax: (978) 448-1159

commission@grotonelectric.org Web page: grotonelectric.org



At one hundred and two years old, the Groton Electric Light Department remains steady and strong. Steady rates and a strong commitment to providing reliable power has been our forte for many decades. Our mission – as always – is to provide power at the highest degree of reliability at the lowest cost that fiscal prudence dictates.

2011 was a challenging and exciting year for GELD. Wild weather plagued New England and wreaked havoc on Groton in August with Tropical Storm Irene and in October with the freak Halloween snow storm which left 85% of Groton without power during the worst point of the storm. In early 2011, Groton Electric formed the Groton Electric Cooperative as a separate legal entity to save time and money as we work to construct new office and garage facilities. Revenues were up almost 1% for the year due to minimal growth and mild temperatures. Below is a summary of our 2011 operations. Our complete report, including audited financial statements, will be available for the annual spring Town Meeting.

### **Operations**

We began the challenge of the permitting process through the Town of Groton for our new office and garage facilities. The current goal is to locate our facilities away from the rail trail while maintaining a central location to best respond to electrical emergencies. Our peak reached an all time high of 18.58 MW on Friday, July 22, 2011. The new peak was 1.8% above our previous peak set in 2006. One way we are trying to lower our peak demand is with an optional residential demand response program offered to large users of air conditioning; this program offers financial incentives to customers who allow GELD to control their air conditioning thermostat(s) during times of peak use. 28 volunteer participants received a rebate credited to their December 31, 2011 bill.

### **Power Supply**

Steady natural gas prices throughout 2011 meant reasonable power costs to Groton Electric and stable rates for Groton ratepayers. The 15-megawatt Berkshire Wind Power Project was declared commercial on May 28, 2011 with all 10 turbines fully operational. Groton Electric will receive just over 5.5% of the output generated by the wind farm. The energy will not only help to diversify GELD's power supply portfolio, but will also stabilize long-term costs by reducing our reliance on fossil fuels.

### **Rates**

Rates decreased in August 2011 – the customer charge for residential rate classes decreased by \$1.00 – from \$6.25 to \$5.25. We continue to offer a 10% discount to customers who pay their bill by the 12<sup>th</sup> of the month and a double discount to celebrate the holidays for the bill received December 1. The discount policy encourages our customers to pay early and helped to contribute to another year of record-low arrears. We ended the year with the sixth lowest rates out of 42 Massachusetts utilities for the average 750 kWh electric user. The two investor-owned utilities that service the surrounding towns, National Grid and Until, have rates that are 15% & 60% higher than Groton Electric respectively.

**GELD** had an exciting and challenging 2011; our hope in 2012 is to secure the necessary permits for the construction of our new office and garage facilities. We will strive to remain steady and strong in 2012 with the hard work of our dependable and dedicated employees. We also thank the Groton ratepayers for their continuous support of their locally owned and operated Light Department!

Respectfully submitted,

Kevin P. Kelly, Manager  
Kevin J. Lindemer, Chairman

Chris Christie, Member  
Rodney R. Hersh, Member

## **GROTON/DUNSTABLE REGIONAL SCHOOL DISTRICT**

Administrative Offices: Prescott School Building, 145 Main Street

P.O. Box 729, Groton, MA 01450

(978) 448-5505 Fax: (978) 448-9402

Joseph A. Mastrocola, Superintendent of Schools

School Committee Meetings

1<sup>st</sup> & 3<sup>rd</sup> Wednesday of the month at 7:00pm

Groton-Dunstable Regional High School Library

The Groton-Dunstable Regional School District is a public school collaborative to ensure that the students, parents and taxpayers of Groton and Dunstable receive quality and measurable teaching-and-learning outcomes consistent with the management of dollars and human resources provided. Improving student achievement is our collective goal. The school committee and superintendent -- by statute in the Education Reform Act of 1993 -- are entrusted with the responsibility to create and manage articulated academic and fiscal policies toward improved achievement in every classroom. Our site-based administrators and staff are entrusted with delivering measurable learning outcomes in safe and organized environments based on those policies.

That delivery requires three fundamental needs:

- 1) A stable district budget
- 2) Teaching and learning accountability
- 3) Adherence to state and federal mandates

Our daily accountability mandate is that each one of our students meets the following minimum requirements during each grade: 1) Reading at grade level 2) Writing at grade level 3) Math at grade level 4) Mastery of content, especially in Grades 5-12.

These four mandates will be accomplished by incorporating formative and summative assessments to measure student achievement, while accommodating instructional creativity, and creating a service-based model in each classroom, rather than a jobs-based model of extended and costly remedial services.

These four mandates are fundamental pieces of NCLB (No Child Left Behind), CCS (Common Core Standards), and the Massachusetts Curriculum Frameworks. Our work this year included:

1. Generated community and school input toward data gathering about what is working and what needs improved management.
2. Attained accreditation from the New England Association for Schools and Colleges for our High School.
3. Organized improved curriculum services.
4. Included parents and staff in shared decision- making.
5. Implemented programs that impact student achievement.
6. Supported our principals as the site-based manager and education leader of the school under state statute.
7. Continued our community education programs.
8. Provided timely and ongoing facilitation meetings with the school committee, and then with the administration to get all major stakeholders on the same planning page during the budget process.
9. Added multiple teaching positions district wide
10. Created a stable budget

During the development of this FY13 school budget, our major challenge is to be fiscally responsible in the approach, and committed to maintaining and improving learning. All the while, we must be vigilant in our conscious awareness of the current state and local economic restraints, so that both the school district and all municipal services are sustained to preserve the Groton and Dunstable communities as vibrant places with a quality of life enjoyed by its citizens.

Respectively Submitted By,  
Joseph A. Mastrocola, Superintendent of Schools

## **School District Report**

For FY 2011 the District ended the year with an excess and deficiency (E&D) balance of \$1,391,096 representing 3.99% of the 2012 budget. By law the District is permitted to maintain a fund balance of 5% of the budget in order to pay for unanticipated expenses particularly in the areas of private school special education tuitions and building infrastructure repairs (HVAC, roofs, etc.).

The District continues to be concerned with state aid particularly with Chapter 70/71 and SPED Circuit Breaker. For FY2012 the School Committee approved the transfer of \$400K from the E&D account in order to balance the budget of \$34.9M. Healthcare expenses remain a major cost driver. The District is a member of the State's Group Insurance Commission (GIC) and in October 2011 committed to another 3 yr. term. We are hopeful that recent health reforms at the state level will result in premium increases that are more in line with inflation.

In Sept. 2011 the District was successful in refinancing the balance of the High School debt saving the Towns \$996K over the remaining 10 yrs. of payments.

For FY2013, the District is working closely with both Towns in order to maintain assessments at an acceptable level.

Respectfully Submitted By,  
Jerry Martin  
Director of Business and Finance

## **Boutwell Early Childhood Center**

The Boutwell Early Childhood Center provided an integrated, language based early childhood education program that offered stimulating programming for 90 children aged 3-5 over the past year as well 12 children who attended the Parent Child Playgroup. Along with daily discoveries in our subject areas, we encountered some moments worth highlighting along the way.

### **Accomplishments 2011:**

- Improved the alignment of specific preschool curriculum (This year's area of focus is English Language Arts) and the Guidelines for Preschool Learning Experiences
- Fifth year of the School Council for the Boutwell School, the Council focused improving marketing and increasing enrollment.
- Continual improvement in pre-numeracy, pre-writing and school readiness skills
- Implementing new math program (Building Blocks)
- Aligned the district new reading Area of Essential Learning (AEL) with the Guidelines for Preschool Learning Experiences
- Revised the Kindergarten readiness program to better prepare children who will be age eligible for Kindergarten the following year
- Trained staff to increase the communication skills of students in inclusive classrooms
- Upgraded three classroom computer systems

### **Goals for 2012:**

- Complete the work on the alignment of our English Language Arts curriculum and the Guidelines for Preschool Learning Experiences
- Train staff in new ways to increase the social interaction skills of preschool students
- Upgrade the school phone system

Boutwell welcomes the following new staff members for the 2011 – 2012 school year:

Classroom Teacher – Matt Panella; Student Support Assistants – Courtney Shuttack, Sherri Dellogono, Brianna Fumia, Secretary – Sally O’Hearn, Nurse – Charity McDoanld, Extended Day Teacher – Laura Donnelly.

With this year’s English Language Arts focus, Boutwell students are working hard to achieve pre-reading and pre-writing skills that will improve their ability to learn throughout their lives. Thanks to the efforts of our teachers and specialists, students are developing hand dominance, stamina for writing, writing the letters in their name, letter and number recognition and proper text orientation.

Respectfully Submitted,  
Russell Hoyt, Early Childhood Director  
Boutwell Early Childhood Center

### **Florence Roche Elementary School**

The Florence Roche Elementary school currently serves 559 students, kindergarten through 4<sup>th</sup> grade. Along with daily discoveries in our subject areas, we encountered some moments worth highlighting along the way.

Accomplishments in 2011:

- Transitioned to a new administrative team – Russell Hoyt, Principal and Elizabeth Medley, Assistant Principal.
- Focused our curriculum improvements in the new Areas of Essential Learning, work is being done in Math and Reading, but the staff are specifically working to improve the teaching of writing this year.
- Alignment of curriculum and instructional practices with Swallow Union.
- Instituted a new beginning and end of year reading assessment.
- Instituted a new monthly reading assessment.
- Continued support for enrichment opportunities for our students and through the dedication of our parents and PTA, we offer:
  - Destination Imagination
  - Ski Club
  - A community run School Play
  - PTA sponsored and organized enrichment programs
- Small group topic focused MCAS tutoring to 3<sup>rd</sup> and 4<sup>th</sup> grade students.
- Community outreach
  - Letters to soldiers returning home
  - Giving Food Baskets to local Senior Citizens
  - Making Thanksgiving Placemats for the Senior Center
  - Donating toys to children less fortunate.

Goals for 2012:

- Focus on Reading as our Area of Essential Learning and align all areas with the new federal standards known as the Common Core.
- Increase the use of our social skills curriculum, Open Circle, to include all parts of the day including lunch, recess and bus rides.
- Increase the use of technology in the classroom and across all learning environments.

In addition to our new administrative team Florence Roche welcomes the following new staff members for the 2011-2012 school year:

Kindergarten Teacher – Genvre Jankowski, 1<sup>st</sup> Grade Teacher – Renee McEvoy, 3<sup>rd</sup> Grade Teachers – Zoann Guernsey and Rob Crowley, Paraprofessionals – Bonnie Shattuck, Blake Buxton, Team Chair – Patti Montague, School Psychologist – Nancy Caporello, Occupational Therapy Assistant – Jenna Archibald, School Nurse – Lorinda Ortiz.

With this year's focus on writing across the curriculum we hope to improve our school's overall performance and MCAS scores as we did not meet Adequate Yearly Progress in Math or English Language Arts. We did score above the state average in all areas for both grade levels but we did not meet the state target or meet our own improvement target. To see our scores please go to:

[http://profiles.doe.mass.edu/ayp/ayp\\_report/school.aspx?linkid=31&orgcode=06730010&orgtypecode=6&](http://profiles.doe.mass.edu/ayp/ayp_report/school.aspx?linkid=31&orgcode=06730010&orgtypecode=6&)

Respectfully submitted,  
Russell Hoyt, Principal,  
Florence Roche Elementary School

### **Groton-Dunstable Middle School**

During the 2011-2012 school year, the middle school has continued to work diligently to better meet the needs of all of its students. Two specific areas of focus have been Gifted and Talented services and Special Education services. The Gifted & Talented committee (which consists of parents and teachers) has met with the principal to focus on some key points to be able to pilot a G&T Program (Cluster Grouping) for next school year. Areas of focus are:

- Identifying criteria for students to qualify for the Gifted & Talented Pilot Program
- Holding three parent presentations and one School Committee presentation to give parents and community members an overview of the Cluster Grouping Model and what it means to be Gifted & Talented
- Offering teachers an online course in Gifted & Talented – 30 teachers participated
- Training volunteer staff to administer the NNAT which is an ability test to identify students who are Gifted & Talented

In Special Education we have scheduled additional time for teachers to co-plan for co-teaching. We have also explored ways in which the use of I-Pads can be beneficial to Special Education teachers and students.

Other accomplishments include:

- School – wide assemblies on bullying/cyberbullying, Handicap Awareness and Black History Month (cultural)
- Made Adequate Yearly Progress in mathematics (except Sped subgroup) and all subgroups in ELA
- Implemented Areas of Effective Learning (AEL's) to increase/enhance writing and reading across the curriculum
- Continuing to use summative and formative assessments to assess mastery of content
- Raised over \$8,000 for Project Mitten (sending donations to needy families during the holiday season)
- Destination Imagination Teams
- School Wide Spelling and Geography Bees
- Purchased a new English Language Arts textbook series (predominantly aligned with the Common Core State Standards) for grades 5-8.
- The middle school has upgraded its technology hardware by purchasing 40 new computers for the North Computer Lab, 40 Netbooks, and allowing students to bring Nooks and Kindles to school to enhance the use of technology
- Developed a weekly on-line blog of pictures of students in various classroom activities



- As an extension of the Nutrition Committee, middle and high school students are transforming the South Courtyard to a fruit and vegetable garden
- Providing teachers Professional Development time to align our present curriculum with the new Common Core State Standards

Respectfully submitted  
Steven M. Silverman, Principal

### **Groton-Dunstable Regional High School**

In 2010, Dr. Shelley Cohen retired as Principal of Groton-Dunstable Regional High school after three years of dedicated service. In addition, Mr. John Gould and Mr. Christopher Jones left GDRHS to become administrators in other districts. A new administrative team was launched in the fall. Dr. Stephen Dlott became Interim Principal, Ms. Marisa Brisson was appointed Interim Assistant Principal and Mr. Rick Arena was designated Interim Dean of Students. Central office began a search for permanent replacements in the winter of 2011 and the new team was officially named on July 1, 2011. Both Ms. Brisson and Mr. Arena were named as full-time Assistant Principal and Dean of Students respectfully. Mr. Michael Mastrullo joined the team as Principal.

Groton-Dunstable Regional High School students, teachers, administrators, and staff are proud of both the collective and individual achievements during the 2010-2011 school year. The achievements span the areas of academics, athletics, visual arts and the performing arts. By no means an exhaustive list of accomplishments, below is a list of performance data and accomplishments that shed some of

#### **Performance Data**

- 98% of the GDRHS graduating class of 2011 enrolled in post-secondary institutions.
- GDRHS SAT scores for 2010: Reading (551), Writing (535), Math (582)
- 100% of our students taking Macroeconomics scored a 5 on the A.P. exam
- 100% of our students taking Psychology exams scored a 5
- 100% of our student taking the Chemistry A.P. exam scored a 3 or higher
- 90 % of our students taking Environmental Science A.P. exams scored a 4 or higher.
- 100% of our students taking Calculus AB A.P. exams scored 3 or higher
- 100% of our students taking Calculus BC A.P. exams scored 4 or higher
- 94% of our students taking U.S. History A.P. exams scored 3 or higher.
- 86% of our students taking Physics A.P. exams scored 3 or higher.
- 83% of our students taking the Statistics AP exam scored a 3 or higher.
- 79% of our students taking Biology A.P. exams scored 3 or higher.
- 100% of our students taking English Literature A.P. exams scored 3 or higher.
- 25% of our students taking the Spanish Language A.P. exam scored a 3 or higher
- On the 2010 MCAS Tests, our students scored well above the state average and we have met Annual Yearly Progress as outlined in the No Child Left Behind Act.
  - Math: 97% Advanced & Proficient
  - English: 97% Advanced & Proficient
  - Science: 94% Advanced & Proficient
- There were 63 Adams Scholarship Winners.

#### **Accomplishments 2010-2011**

- Chamber Choir invited to perform at the Olympics
- Seven students recognized at the Boston Globe Scholastic Awards
- Boys Soccer won a state championship title

- Nine GDRHS students were selected to the Central MA District Chorus and Band. Three GDRHS students received All-State recommendations.
- Veterans Day ceremony honored fallen soldier Sgt, William Woitowicz and local WWII and Vietnam veterans including school committee member John Giger.
- Hockey team honored Sgt. Woitowicz and local veterans
- GDRHS offers more than thirty clubs. New this year: Conditioning Club, Art Club, Community Service Club, Biology Club, & Cross Country Club
- 2<sup>nd</sup> Annual Domestic Violence week was a success
- Inaugural Cultural Fair celebrated the diversity of more than 45 countries
- Instituted first ever Pink Week to raise awareness and funds for breast cancer research
- Students traveled to Nicaragua to build houses for families in need
- Students volunteered for Habitat for Humanity to build a home for a local family
- Community Service Week provided clothes to Groton Give and Take, food to Loaves and Fishes, and raised money for local charities
- Breast cancer and testicular cancer awareness assemblies held
- Proceeds from the homecoming game tailgate benefited the Groton Children's Community Trust Fund.
- Spanish Club Volunteered for the Lowell Wish Project
- 9<sup>th</sup> grade orientation, "Free to be Ourselves," featured 150 high school volunteers and more than 150 incoming 9<sup>th</sup> graders.
- Istudent and Iparent are being utilized by parents and students
- GDEF provided thousands of dollars in grants that are positively impacting students
- Tremendous strides made upgrading technology: Introduced 3 new computer labs this year, two brand new laptop carts, 4 interactive whiteboards, upgraded the library technology, implementation of Its Learning, & the Waters Foundation donated 30 Ipad.
- Festival of One-Act Plays was a success
- School wide Poetry Out Loud competition
- Woman in History events were a success
- GDRHS offered more than 24 different athletic programs and 43 teams
- Football completed another successful season qualifying for the Central Mass Football Playoffs
- The Field Hockey Team made the playoffs
- Brendan Hunter advanced to the individual state golf championships
- More than 65% of our student body participated in athletics

Respectfully submitted,  
 Michael Mastrullo, Principal  
 Marissa Brisson, Assistant Principal  
 Rick Arena, Dean of Students

### **Swallow Union Elementary School**

Swallow Union School is located in the center of Dunstable. The Union building was dedicated in December, 1895 with less than 60 students, K-9. The Swallow building opened its doors in 1963 and the connector was added in 1978. The last major renovation was completed in September, 1995. Currently we house grade K-4 and we have roughly 315 students.

Our staff of well-trained professionals continue to be eager to learn new teaching techniques to enhance their daily instruction. They set high expectations for themselves and their students. Currently, our School Improvement Plan focuses on technology and the new Common Core Curriculum. During the next couple of years, we will be working diligently to align our current curriculum to the new Common Core, which is shared with many states across the country. Technology is another area on which we are focusing. We are in the process of updating our computer lab and utilizing many other forms of technology that can greatly enhance the quality of teaching and learning.

During this past school year our students continued to excel academically and socially. They scored in the top 10% state wide on the MCAS, and continue to show growth in many of our district wide assessments. We have also implemented new school behavior policies that promote kindness and positive expectations. These have been a welcome addition to our school, and our students have responded very well to these new expectations.

Lastly, Swallow Union continues to house the school district's Applied Behavior Analysis program, which is contracted through the New England Center For Children. This program is for students with intense special needs and has been a wonderful asset for all our students.

Respectfully Submitted,

Peter Myerson Principal

### **Pupil Personnel Services**

The Pupil Personnel Services Department provides support services for students in the Groton-Dunstable Regional School District to allow access to the general curriculum and to strengthen the opportunity to progress effectively in all academic areas. Support services provided to students include: nursing, guidance counseling, school social work/adjustment counseling, behavior consultation, psychological assessment, related therapy services that include speech/language, occupational and physical therapy, assistive technology, special education, early childhood program, and special transportation. All schools have a registered nurse, guidance counselors, a Team Chairperson, special education teachers and paraprofessionals. District-wide personnel offer related therapy services, psychological assessment and counseling in each school. The elementary and middle schools will be embarking on professional development for all staff in the area of Response to Intervention (RTI). RTI provides staff with a systematic method to diagnose and assess students who are experiencing challenges in acquiring basic skills and prescribes sequential interventions to address the student's gaps in skill development. The continuing goals of Pupil Personnel Services are: to support inclusion opportunities and activities through expansion of the co-teaching model including ongoing professional development for teachers, to facilitate positive transition of students changing schools through a collaborative process that includes staff and parents in transition planning, to provide professional development to teachers on scientifically researched methods and programs - particularly in the area of reading and math, to increase collaboration between special education and regular education staff, to increase communication and collaboration with parents, and to provide as many effective and cost-efficient services for special education children as possible within the school district.

Respectfully submitted by:  
Camilla Huston  
Director of Pupil Personnel Services

## Peter Twomey Youth Center

The Peter Twomey Youth Center (PTYC) is the base for the Extended Day Programs (FR/SU/BT); Community Education Programs (adult and children's enrichment); and, scheduling for all District facilities including the Performing Arts Center, Black Box Theater, gyms and fields. It is self-supporting and is funded by tuitions, community donations and the annual Peter Twomey Memorial Golf Classic. It is located on the Main Campus of schools in Groton.

The Extended Day Program, at all locations, is committed to providing academic support, supervised peer socialization and organized age appropriate activities within a safe and nurturing environment. The Community Education Program was able to increase their offerings during the year with additional adult education classes along with a wider variety of children's enrichment programs. Included are the Middle School and Elementary plays, the Middle School Ski Program, the Elementary Band Program and summer Tennis lessons. The Extended Day Program also offers a summer camp program for elementary and MS students during the month of August. The PTYC continues to offer needed meeting space for community groups and gym space for children/adult athletics along with weekend social space for Middle School students in Grades 5 and 6 on specified Saturday evenings.

Karen Tuomi  
Director of Extended Day and Community Services



*-Photo by Karen Riggert*

## GROTON PUBLIC LIBRARY

Owen Smith-Shuman, Director

Hours: Tues. -Thurs. 10:00am-9:00pm; Wed. & Fri. 10:00am-5:00pm

Sat. 10:00am-3:00pm; Sun. 1:00pm-5:00pm; Closed Mondays

Main Desk: (978) 448-1167 Children's Room: (978) 448-1168

Info/Reference: (978) 448-8000 Fax: (978) 448-1169

In 2011, our Groton Public Library:

- **Gave Away Music.** Card holders downloaded **5,143 songs** to keep via Freegal at gpl.org
- **Loaned E-Readers.** 3 Kindles, 9 Nooks, and 1 Sony e-reader are available.
- **Installed Self-Checkout.** 3 self-checkout stations were installed (one per floor) for DIY people.
- **Created a Garden.** With generous donations from the Madigan family and friends, the library built *Katie's Garden* in honor of Katherine Madigan, Trustee from 1975-2005.
- **Lent 231,180 items.** (22 items per capita)
- **Served 12,153 library card holders.**
- **Had 103,585 visitors.** Per the people counter (and yes, we divided by 2 to deduct those leaving)
- **Engaged 6,858 people at 410 programs and special events.**
- **Became Smartphone savvy.** Installed a scanner that reads GPL card barcode on Smartphones and used QR codes for Facebook and other links.
- **Received 589,308 hits at GPL.org.** To reserve a museum pass, book a room, check accounts, renew books, see what's new, sign up for programs, research with databases, download music or audio books, catch up on FB, scan the calendar and more.
- **Held 15 GrotonREADS event for** the book, *The Spirit Catches You and You Fall Down* by Anne Fadiman. Programs included Hmong culture, medicine, music and more. 513 people attended the events including a multi-cultural Family Festival and talk by author, Anne Fadiman.
- **Presented 115 adult programs** - pastel painting, whole foods cooking, holiday greens, memoir writing, online job searching, updating resumes, movie making, 3 monthly book groups and a Spanish language group. Speakers included film critic Ty Burr and Everest summiteer, Craig John.
- **Challenged 324 teens** to increase summer reading by 10% in order for the GPL Endowment to donate a llama to Heifer International. They surpassed the goal and read **2,439 books for 33% over 2010**. The Young Adult Council planned and hosted their first program entirely on their own, a Harry Potter Trivia night complete with homemade light buzzer and cauldron cakes.
- **Offered 204 programs enjoyed by 5,524 children** (82 storytimes, 8 Tales & Tunes, 11 Lego Clubs, 5 Playgroups, and 29 special events). Twenty book discussion groups were held for grades 2-3 and grades 4-5. 21 classes (521 students) came to GPL to study, research and tour. 637 children registered for SRP; **530 of them read at least 2 hours (83% participation)**. Children read **8,121 hours** to have a goat donated by the GPL Endowment to Heifer International.

Respectfully submitted by the Trustees of the Groton Public Library -

Jane Allen

John Kelly

Mark Gerath

Kristen von Campe

Susan Hughes

Nancy Wilder, Chair

## **HOUSING AUTHORITY**

Lisa Larrabee, Executive Director

Office Hours: Mon. & Tues. 8 a.m. – 12:30 p.m.

& Wed. & Thurs. 11:30 a.m. – 4 p.m.

Meetings (on Second Wednesday of every month)  
at 19 Lowell Road, 7 p.m.

(978) 448-3962 Fax: (978) 448-5845

[grotonhousing@verizon.net](mailto:grotonhousing@verizon.net)

The Groton Housing Authority (GHA) is the local body responsible for the expenditure of State and Federal housing grants. We currently own and manage 20 units of State-subsidized rental housing for the elderly and disabled and eight units of rental housing for families. In addition to our State public housing inventory we also own nine units of rental housing for moderate-income families located on Sandy Pond Road. Our housing programs are subsidized and regulated by the Commonwealth and require no financial contribution from the Town.

The Board of Commissioners of the Housing Authority is made up of four Commissioners who are elected by town residents to five-year terms and one who is appointed by the Governor. At the annual meeting of the Commissioners held in September of 2011, members were elected to the following positions: Daniel Emerson, Chairman; Ellen Todd, Vice Chairman & Asst. Treasurer; Alicia Hersey, Treasurer; Brooks Lyman, Secretary. The Board meets on the second Wednesday of every month at 19 Lowell Road, 7pm.

Board member Alicia Hersey currently serves on the Groton Housing Partnership and Daniel Emerson represents the Housing Authority on the Community Preservation Committee.

Lisa Larrabee serves as the Housing Authority's Executive Director. Lisa has established regular office hours at the 19 Lowell Road office. They are Monday and Tuesday 8:00 AM to 12:30 PM and Wednesday and Thursday 11:30 AM to 4:00 PM. Lisa may also be reached by calling 978-448-3962, or emailing to [grotonhousing@verizon.net](mailto:grotonhousing@verizon.net).

The Commissioners and Staff hosted the tenth annual summer cookout and holiday get-together for our elderly, disabled and family tenants. Both events were well attended and enjoyed by all. The Residents of Elderly/Handicapped programs have been meeting monthly on a social basis in our community room. They have been serving light lunches or coffee and donuts and have also had guest speakers such as Staff of the Groton Senior Center and Chief Palma of the Groton Police Department.

The Housing Authority continues to explore possibilities to expand the town's housing stock for low and moderate-income seniors, families and those with disabilities. CPA funds in the amount of \$25,000.00 were appropriated for pre-development studies to be conducted on a parcel of land owned by the Authority on Nashua Road. At this time the Groton Housing Authority continues to investigate the feasibility of developing this parcel of land for housing.

The Authority continues to work cooperatively with the Town on various affordable housing issues and has served as the local lottery agent for several first-time homebuyer affordable housing lotteries. The Authority also serves as the long-term monitoring agent for several affordable units, assuring that these units will remain affordable in perpetuity as stated in the deed restrictions.

Respectfully Submitted,

Daniel Emerson, Chairman

Ellen Todd, Vice Chairman & Asst. Treasurer

Alicia Hersey, Treasurer

Brooks Lyman, Secretary

### **PARK COMMISSION**

Rebecca Babcock, Administrative Assistant  
Meetings 2<sup>nd</sup> Wed. of Month  
Legion Hall, 75 Hollis Street  
(978) 448-1173

The Town of Groton's Park Commission continues to maintain and schedule use for all parks, commons and playing fields under its jurisdiction.

As in the past, the Park Commissioners worked closely with the Town's youth athletic leagues to insure that the fields under their jurisdiction are used to the maximum benefit of town residents. The Park Commission partnered with Groton Little League to sponsor a grant to the Community Preservation Commission for a lighted baseball field at Cow Pond. The grant was awarded and work was begun on the "Field of Dreams" and is scheduled for completion with the opening of the 2012 season. The Commissioners would also like to express their appreciation to Lawrence Academy, Groton School and Groton-Dunstable Regional Schools for their cooperation in opening their fields for town use.

The Smith Social Pavilion continues to be a valuable asset to the Town of Groton with increased use by residents. Some of these uses include weddings, birthday parties, Concerts and public functions. Some of these public gatherings include housing the music for the Town's fireworks display and the New Year's Christmas Tree Bonfire. These are two of the most widely attended Town functions held during the course of the year. The Park Commissioners would also like to acknowledge the Town of Groton's Lecture Fund which sponsored the town fireworks display which this year was enjoyed on July 7th.

The Christine Hansen Memorial Playground also falls under the jurisdiction of the Park Commission. This Playground is enjoyed daily by residents of all ages.

As in the past, we are pleased to continue our agreement with the Groton Riding and Driving Club and the Groton Pony Club at Hazel Grove Park. These groups maintain the Hazel Grove at no cost to the town and this regional asset serves the equestrian community and town residents. Our thanks also to the Hazel Grove Planning Committee who's planning will ensure that Hazel Grove Park holds a secure place in the town's recreational future.

Respectfully submitted,

Donald R. Black  
Laurie Smigelski  
David Howes  
Jeffrey Ohringer  
Jonathan Strauss



## **PLANNING BOARD**

Michelle Collette, Land Use Director/Town Planner

Office Hours: Mon. –Fri. 8:00am-4:00pm

Meeting Every Thursday @ 7:30pm

(978) 448-1105 Fax: (978) 448 1113

planning@townofgroton.org

The Planning Board's jurisdiction is established in two state statutes, the Zoning Act, Chapter 40A, and the Subdivision Control Law, Chapter 41, Sections 81A-81GG. At the local level, the Planning Board's authority is defined in the Code of the Town of Groton, Chapter 218 Zoning, and Chapter 381 Subdivision of Land. Zoning amendments must be adopted by a two-thirds vote of Town Meeting. The Subdivision Regulations, Site Plan Review Regulations, Shared Driveway Regulations, and Scenic Roads Regulations are adopted and revised by a majority vote of the Planning Board after a duly advertised public hearing. The Zoning By-Law, Subdivision Regulations, Zoning Map, Town Center Overlay District Map, and Water Resource Protection District Map are available on the Town's web site and may be purchased in the Town Clerk's office in the Town Hall.

During 2011, the Planning Board reviewed the following applications:

Approval Not Required Plans (ANR)	7
Preliminary Subdivision Plans	0
Definitive Subdivision Plans	0
Definitive Plan Modifications	1
Expedited Permit (Chapter 43D)	1
Special Permits	15
Site Plan Review	7
Planned Multifamily Concept Plans	0
Major Project Concept Plans	0
Rezoning Petitions	1

The Planning Board and its consultant, Community Opportunities Group, continued to work on the update of the Comprehensive Master Plan. The Board appointed 40 volunteers to work on eight Advisory Groups on the various elements of the master plan including Community Services and Facilities, Cultural & Historic Resources, Economic Development, Housing, Land Use, Natural Resources, Open Space & Transportation. The Board sponsored a public forum at the Senior Center to establish goals for the Master Plan. Phase I of the Master Plan was published in September 2011 and is available on the Town's web site.

The Board reviewed the Town's first expedited permit application, "Boynton Meadows," submitted by Mount Laurel Development for 134 Main Street. The mixed-use project includes retail and professional office space and will restore an important historic structure. Three of the eighteen housing units will be affordable. The Planning Board and other Land Use Departments completed the review of the mixed-use development within five months of the date of submission. Chapter 43D, Expedited Permitting, requires that the coordinated review process be completed within 180 days. The Board thanks all the Land Use Departments for their diligence and cooperation in the process.

The Board appreciates the Town Departments, especially the public safety officials, for their assistance and guidance throughout the year.

Respectfully submitted,  
Russell Burke, Chairman  
Raymond Capes  
Jason Parent  
Scott Wilson

George Barringer  
John Giger  
Carolyn Perkins  
Michelle Collette, Land Use Director/Town Planner



## **SEWER COMMISSION**

Patricia Dufresne, Business Manager  
Office Hours: Mon.-Fri. 8:00am-4:00pm  
Meeting 1<sup>st</sup> & 3<sup>rd</sup> Wed. 5:30pm  
(978) 448-1117 Fax: (978) 448-1123  
sewer@townofgroton.org

This is the eighteenth annual report of the Groton Sewer Commission. As of December 31, 2011, we have 586 buildings in Groton connected to the sewer system. We added 6 new customers this past year. Groton wastewater treated at the Pepperell Wastewater Treatment Plant for the last five years averaged:

2007 – 41,431,916 gallons or 113,900 avg. gpd  
2008 – 47,189,749 gallons or 129,287 avg. gpd  
2009 – 44,160,457 gallons or 120,988 avg. gpd  
2010 – 43,264,894 gallons or 117,537 avg. gpd  
2011 – 46,895,258 gallons or 128,413 avg. gpd

### **2011 Review**

Our flows to the Pepperell Treatment Plant increased by approximately 10% in 2011 over what was treated for 2010. A major initiative related to inflow/infiltration remediation is planned for Fiscal Year 2013 and should be instrumental in reducing the annual flow rate to more typical levels. The Sewer Commission continues to keep a careful eye on new requests for sewer capacity in Groton. Our position with respect to available capacity at the treatment plant should also show a marked improvement upon completion of the Inflow & Infiltration project.

We are currently working with Pepperell DPW to reduce the inspection frequencies at our pumping stations by one additional day. Reducing the frequency of these inspections lowers staffing requirements thereby reducing operating costs.

In July of 2011, The Sewer Commission was pleased to implement a decrease in the wastewater rates charged to its customers. The first rate tier was decreased from \$10.92 to \$10.15, a reduction of 7%. We are continually working to streamline operations as well as to carefully plan capital projects so as to ensure that our customers are charged the lowest possible use rates at all times.

The Sewer Commission would like to express its gratitude to Ms. Dolores Alberghini for her outstanding and dedicated service to the Commission from 2005 through 2011. While we will miss her contribution going forward, we feel privileged to have served with her and wish her all the best in her future endeavors. In her place, the Commission would like to welcome its newest member Mr. Thomas Orcutt. As the current Water Superintendent, Mr. Orcutt brings with him a wealth of experience in municipal utility issues and will be a most valuable addition to the board.

As always, we extend our thanks to the Pepperell DPW and its employees for their continuing cooperation and support and also to the Groton Water Department for its help during the year.

Respectfully submitted,

James L. Gmeiner, Chairman, Thomas Hartnett, Vice Chairman and Thomas Orcutt, Clerk

## **TOWN CLERK**

Michael Bouchard, Town Clerk  
Office Hours: Monday 8:30 am – 7:00 pm;  
Tuesday – Thursday 8:30 am – 4:30 pm;  
Friday 9:00 am – 4:00 pm;  
(978) 448-1100 Fax: (978) 448-2030  
townclerk@townofgroton.org

In 2011 the Clerk's office administered the town census to approximately 4800 households (utilizing the Commonwealth's Voter Registration Information System (VRIS)) and represented the town in Federal Census activities. The information provided by the Town Census is statistically important, as well as being the basis for updating the annual Voter List. The decennial federal census determines many of the state and federal aid formulas, and is the basis for state redistricting. As part of the state's redistricting process, the Clerk evaluated and adjusted the Town's precincts for consistency and population parity.

The population in Groton as of December 31, 2011 is 10,764 with 7322 registered voters, virtually the same as 2010. In 2011 the office also qualified 36 public commissioners, processed 14 Fuel Assistance applications for non-senior residents requiring assistance, administered the oath of office to 290 appointed officials, administered the oath of office to 15 elected officials, performed 521 notarial services, registered 1277 dogs, and processed approximately 1065 transfer station transactions on behalf of the Department of Public Works. The Clerk processed 206 passport applications before transferring the service to the Town Manager's office, as required by new U.S. Department of State regulations. Acting as the Town's Register of Vital Records, the office recorded 70 Births, 52 Deaths and 34 Marriages in 2011.

Two Annual Town Meetings were held during 2011 – Spring (April 25) and Fall (October 17). In addition, a Special Town Meeting was held on February 28 to discuss the purchase of property for a new fire station. The Annual Town Election was held on May 17. Turnout for this election, which featured contested races for the Board of Selectmen and Park Commission, was 11%.

Pursuant to new state statutes, the Clerk's office continued to define and implement procedures to help the Town comply with the evolving requirements of the Commonwealth's Open Meeting, Conflict of Interest and Campaign Finance Laws. Transitions to these new procedures has been relatively smooth, thanks in large part to a dedicated office staff and a cooperative audience. The Clerk's Office worked closely with Jason Bulger, IT Director to define extensive requirements and perform testing for a web-based meeting posting system, which we expect to implement in 2012.

The Clerk's office continues to rely upon a Quickbooks-based financial system for transaction management. In 2011, the Clerk's office processed 3220 financial transactions for townspeople, in addition to the many requests for information and other non-financial interactions. The Clerk's Office turned over the following amounts to the Town Treasury:

Dog License Revenue	\$13,080
Passports	\$5,120
Various Certificates and fines	\$ 10,050
Transfer Station transactions	\$ 24,212
Total:	\$ 52,462

The Office of the Town Clerk wishes to thank our many volunteers, partners, election workers, committee members, and Town department staffs for cooperation and assistance in 2011. Special thanks goes to our hardworking and very effective Assistant Town Clerks: Nancy Pierce and Marcy Birmingham. It's been our privilege to serve the people of Groton during 2011, and we look forward to an exciting and productive 2012.

Respectfully submitted,

Michael F. Bouchard  
Town Clerk

## **WATER DEPARTMENT**

Thomas D. Orcutt, Water Superintendent  
Office Hours: Mon. –Fri. 8:00am-4:00pm  
Meeting 2<sup>nd</sup> & 4<sup>th</sup> Tues. 7:30p,  
(978) 448-1122 Fax: (978) 448-1123  
water@townofgroton.org



The Board of Water Commissioners is pleased to make the following report for the calendar year ending December 31, 2011 to the water rate payers and citizens of the Town of Groton.

The water department staff continues to work very hard optimizing the Baddacook Iron & Manganese Treatment Facility. Since the implementation of the S.C.A.D.A system (Supervisory Control and Data Acquisition) the water department has been able to automate its pumping and treatment operations and alarm systems. The Baddacook Pond Cistern was cleaned by our staff in June and September of this year. The Whitney Pond Well #1 was also cleaned in an effort to improve the efficiency and yield. The process of cleaning the wells should occur every three to five years in order to restore the developed well to its maximum potential yield.

Water conservation and irrigation continue to play a very significant role in the operations of the water department. This is an ongoing effort of the department in order to remain in compliance with our registered and permitted water withdrawals with the Commonwealth. The Board of Water Commissioners voted for a second year a Voluntary Water Conservation Program for all outside water use between June 1<sup>st</sup> and September 30<sup>th</sup> for 2011. The voluntary program remained in effect for the entire summer season. This voluntary program will be implemented again for the summer of 2012.

On August 4<sup>th</sup>, the Town of Groton experienced a very bad fire at the Groton Inn, essentially burning the building beyond repair. The Groton Water Department responded to the incident that evening with its entire staff by manning the pumping facilities and at the fire scene assisting the Fire Chief. For approximately three straight hours, the water supply system delivered in excess of 5,000 g.p.m. (gallons per minute) in an attempt to extinguish the fire. This single event showed us how robust the water delivery system really is after the major capital improvements program despite the loss of the Groton Inn. Most communities in Massachusetts struggle to achieve 3,500 g.p.m., the Groton water supply system exceeded this rate and this is why we remain in the top 10% in the nation under the ISO rating system.

In September, the Department of Environmental Protection conducted a Sanitary Survey of the Water Department's operations and facilities. A Sanitary Survey is used by DEP to insure that all of the Water Department's paper work is in order and that its treatment and storage facilities are operated properly, such as chemical metering pumps and emergency alarms.

Statistical Information - Period ending December 31, 2011:

Total Gallons of water pumped	174,958,300 Gal. per Year
Ave. Daily Consumption	0.479 Million Gal. per Day
Max. Daily Consumption – July 24 <sup>th</sup>	1.031 Million Gal. per Day
Accounts	1,859
New Accounts	18
Water Mains	51.2 Miles
New/Replaced Water Mains	0.0 Miles
Total Hydrants (Public and Private)	372 Hydrants
Hydrants removed from service	2 Hydrants

The Water Department wishes to thank the following departments for their continued cooperation and assistance in the daily operations of the water supply system: Office of the Town Manager, Electric Light Department, Highway Department, Land Use Departments and Police & Fire Departments.

The Board of Water Commissioners and the Water Department Staff also wishes to thank Commissioner Al Collins for his service on the Board. Mr. Collins committed himself to understanding the policies and procedures of running a water department and what it takes to operate these systems. Al brought forward a new vision to the department's operations. In addition, the Department wishes to thank Patricia Dufresne for her six years of service as the Water and Sewer Department's Business Manager. Patricia was able to handle all facets of water and sewer industry in a relatively short period of time. Her friendly approach to our customers and vendors has been superior and will be missed as she transitions in to her new position as the Town Accountant.

Respectfully Submitted,

Water Department Staff:

Thomas D. Orcutt, Water Superintendent  
Patricia A. Dufresne, Business Manager  
George E. Brackett, Senior Water Technician

Board of Water Commissioners:

Alvin B. Collins, Jr., Chairman\*  
Gary W. Hoglund, Vice Chairman  
James L Gmeiner., Member

\*resigned



# GROTON'S MUNICIPAL OFFICES



**Accountant**  
**Building & Zoning Department**  
**Conservation Commission**  
**Council on Aging**  
**Dep't of Public Works**  
**Fire Department**  
**Groton Pool & Golf Center**  
**Historic Districts Commission**  
**Information Technology**  
**Inspector of Animals**  
**Human Resources/Personnel**  
**Police Department**  
**Tax Collector/Treasurer**  
    Total Principal 2011  
    Tax Receivables  
**Veteran's Service Officer**  
**Zoning Board of Appeals**

## **ACCOUNTANT**

Valerie Jenkins, Town Accountant  
Office Hours: Mon. –Fri. 8:00am-4:00pm  
(978) 448-1107 (978) 448-1115  
accountant@townofgroton.org

The following financial report summarizes Fiscal Year 2011 (period ending 6-30-2011).

**General Fund:** The General Fund ended the year with a favorable fund balance, generating \$1,145,957 of “free cash” or a 3.9% excess when compared to the FY 11 General Fund budget of \$29,059,168. Detailed analysis is beyond the scope of this report, but the following information may be of interest. The “free cash” amount is 40% higher than last year’s number, reflecting some unusual, one-time, advantages related to State grants which offset some appropriated costs, State reimbursements for prior year flood and winter storm expenses, and the collection of a high number of property tax liens. The “free cash” total also includes approximately \$200,000 in unexpended free cash from the previous year’s certification. Cautious use of appropriations in general led to almost \$250,000 in unexpended funds, notably in liability and health insurances. Finally, the reserve fund also returned more than \$60,000 to the free cash total.

**Other Funds:** The Town’s other funds – Gift, Grant, Revolving, Receipts Reserved, and Trusts – all closed the year with positive balances, except for small deficits in two reimbursable grants. This has no significant effect on Free Cash.

**Community Preservation Fund:** The State continues to match local CPA surcharges; however, 100% matching has now dropped to less than 40%. Collection of CPA surcharge is excellent; with slightly over \$13,000 left uncollected at year end. There were seven active CPC projects at the end of the fiscal year, as well as the Surrenden Farms debt service on the books. Four new projects, as well as funding for the Town’s new Housing Trust were voted to begin in the new fiscal year. This fund continues to comprise a significant portion of the Town’s “non-general fund” area of the balance sheets.

**Enterprise Funds:** Water and Sewer Funds both ended the year with favorable balances. Again, detailed analysis is beyond the scope of this report. However, in general terms, the Water Department closed the year with \$223,548 in free cash, or an excess of 20.7% compared to the FY 11 budget of \$1,076,770. This doubles the prior year’s “free cash” level, finally reversing a decline of several years. In part this is due to a reduction in labor costs and generally conservative use of appropriations. The Sewer Department’s free cash was certified at \$718,959 or an excess of 92% compared to the FY 11 budget of \$780,512. This number is essentially equal to the prior year, and is largely unexpended prior year free cash.

**Reserves:** The Town’s Stabilization Fund ended the year at \$1.2 million. The Capital Stabilization Fund has just over \$500,000. The Conservation Fund balance ended the year at \$420,000 with an additional \$228,000 expected in State reimbursement for land purchases.

**Departmental Changes:** In this last year, I was fortunate to welcome Sarah Mahoney as Assistant Town Accountant, replacing April Iannacone, who moved on to the Sewer Department. I am also very pleased to be training Patricia Dufresne, former Water-Sewer Business Manager, to be the next Town Accountant. Trish “shadowed” the position for most of the last year, while continuing her full time position. Over the next year, thanks to the support of the Town Manager and Board of Selectmen, and the generous approval of the Town Meeting to fund an Accountant-In-Training position, Trish will have several months of “hands-on” experience under my supervision, and we are confident that a smooth transition will be accomplished by January 2013.

Valerie Jenkins, Town Accountant

***SEE APPENDIX FOR ACCOUNTANTS REPORT***

## **BUILDING & ZONING DEPARTMENT**

Milton Kinney, Building Commissioner/Zoning Enforcement Officer

Dpt. Hours: Mon.- Fri. 8:00am-4:00pm

(978) 448-1109 Fax: (978) 448-1113

building@townofgroton.org



*-Photo by Karen Riggert*

The Building Department is charged with enforcing the State Building Codes and the Town of Groton Zoning By-Laws. Our goal is always to ensure the safety and quality of life for the residents and visitors of Groton. We are resident and contractor friendly and are available to answer your questions or concerns.

**Please feel free to call us or stop in on the 2<sup>nd</sup> floor at Town Hall.**

The Department personnel consist of:

Milton Kinney, Building Commissioner / Zoning Enforcement Officer

Donald Kinney, Local Inspector

Paula D. Martin, Land Use Administrative Assistant

Edward Doucette, Electrical Inspector

Robert Friedrich, Gas / Plumbing Inspector

Louise Gaskins, Rebecca Chamberlain, Senior Work Credit Program Volunteers\*

*\*It is with much sadness that the Building Department staff acknowledges the passing of Grace Strand Marsolais. Grace had been a volunteer since the program's inception in 2000. She will be fondly remembered for the dedication she brought to maintaining our files.*

The Department is open Monday thru Friday, 8:00 am to 4:00 pm. All building, electric, gas and plumbing permit applications may be submitted during those times.

Building inspections may be requested in person or via telephone Monday through Friday, 7:00 AM to 9:00 AM. Electric inspections may be requested throughout the business day. The office telephone number is: 978-448-1109. Messages may be left at any time.

Gas / plumbing inspections are requested directly via the inspector at 978-772-7354, Monday through Friday, 7:00 AM to 9:00 AM.

**As always, the Building Department would like to thank all the Town officials and Town Hall staff that we have worked with during the past year, including former Building Commissioner, Mark Dupell, who resigned in July, 2011.**



An updated report of the Department's activities, including the year 2011 follows.

**Building & Zoning**

	<b><u>2009</u></b>	<b><u>2010</u></b>	<b><u>2011</u></b>
Value of Construction	\$12,225,721.00	\$19,146,586.	\$11,364,160
Permit Fees Collected	\$138,900.50	\$268,172.89	\$126,615.00
Permits Issued	309	366	333
Inspections Performed	579	765	672
<b><u>RESIDENTIAL</u></b>			
Single Family Homes	21	35	18
Two Family Homes	2	1	0
Multi-Family	0	5	0
Additions	30	30	27
Renovations	166	204	210
Accessory Buildings	30	18	26
Demolitions	4	6	2
<b><u>COMMERCIAL</u></b>			
New	2	0	0
Additions	1	0	0
Renovations	22	10	15
Accessory Buildings	1	0	6
Demolitions	0	0	1
Communication Towers	0	0	0
Animal Inspect. Certif.	77	79	79
Farm Labor Certif.	1	1	0
Home Occupation Certif.	15	20	16
Wood Stove Permits	18	20	22
<b><u>Electric</u></b>			
Permit Fees Collected	\$21,692.00	\$33,213.00	\$29,296
Permits Issued	247	313	306
Inspections Performed	346	499	464
<b><u>Gas</u></b>			
Permit Fees Collected	\$6,527.00	\$10,167.00	\$9,412.00
Permits Issued	131	178	173
Inspections Performed	111	189	209
<b><u>Plumbing</u></b>			
Permit Fees Collected	\$8,601.00	\$15,941.00	\$13,711.00
Permits Issued	114	179	158
Inspections Performed	118	232	211

## **CONSERVATION COMMISSION**

Barbara Ganem, Conservation Administrator

Meetings 2<sup>nd</sup> & 4<sup>th</sup> Tues 7:00pm

(978) 448-1106 Fax (978) 448-1113

[conservation@townofgroton.org](mailto:conservation@townofgroton.org)

The Conservation Commission was established in 1963 “for the promotion and development of the natural resources and the protection of the watershed resources” of the Town (Conservation Commission Act, MGL Ch. 40, §8C). The Commission is responsible for the administration of the Wetlands Protection Act (MGL Ch.131, §40) and Regulations (310 CMR 10.00) and the Town of Groton Wetlands Protection Bylaw (Ch. 215 of the Town Code) which became effective in 2001. Any person intending to alter any area in or within 200 feet of a river or perennial stream or in or within 100 feet of a wetland (intermittent stream, creek, lake, pond, swamp, marsh, bog, or wet meadow) must file a Request for Determination of Applicability or a Notice of Intent with the Commission. Minor projects (decks, utility installations, tree cutting, removal of non-native, invasive plants, etc.) that involve minimal or temporary intrusion into the 100-foot buffer zone of wetland resource areas require the filing of a Request for Determination of Applicability before the work commences.

During 2011, the Commission processed 17 Notices of Intent, 3 Abbreviated Notices of Resource Area Delineation, and 30 Requests for Determination of Applicability under the Wetlands Protection Act and the Groton Wetlands Protection Bylaw. The majority of these projects involved septic system upgrades, additions, or pools. The ANRADs involve the Commission’s approval of a wetland delineation boundary. Review continues in 2012 for some of the projects, but the largest approved structures are for the former Kilbridge property at 134 Main St. This will include townhouses, apartments, and commercial retail components. The Groton Electric Light Department continues discussion with the Commission for the construction of a new facility on Station Ave.

Managing invasive plant species has been tackled by several volunteers this year. Eagle Scout Chris Bonaccolta worked with the Groton Conservation Trust to clear an area of invasive plants from the Bates Land off Old Ayer Rd. Resident Patsy Nelson initiated a ‘garlic mustard pull’ to help residents identify and remove garlic mustard in its early stages to prevent the spread of this weed in disturbed areas. Eagle Scout David Linzey has cleared brush and replaced fencing around the Bertozzi monument on the Bertozzi Conservation Area on Townsend Rd. The monument honors Peter Bertozzi who was instrumental in protecting the greenway along the Squannacook River.

The Conservation Commission and Groton Water Department continue to work with a licensed forester to develop a comprehensive plan for sustainably managing forested tracts owned by the Town. This effort will involve public meetings and site walks to help citizens understand the value of actively managing large parcels with a view to encouraging old growth characteristics, improving wildlife habitat, increasing recreational opportunities, and managing invasive plants that have become established on conservation lands. The spread of invasive plants has become one of the biggest threats to biodiversity within the Town and region.

The Town was reimbursed \$227,621 of the \$369,015 purchase price from the state Local Acquisitions for Natural Diversity (LAND) Grant Program for 52 acres along the eastern shore of Baddacook Pond. This will protect land within Zone II of the Watershed Protection District with significant rare species habitat. Leveraging Community Preservation funds with LAND grants makes the Town’s money go much further in the effort to protect open space.

Member Marshall Giguere continues to work with volunteer stewards to monitor conservation parcels owned by the Town. Stewards have identified and certified vernal pools and helped clear trees or branches that fell on trails during the Halloween snow storm. If you can lend a hand with the effort, please contact the Commission office at 978-448-1106 if you would like to participate.

The Commission continues to work with Communities Opportunities Group, the Master Plan consultants, to update the *Open Space & Recreation Plan in 2012*. Community surveys were distributed in April 2011, and over 430 responses were submitted. This will help shape the open space and recreation goals and objectives for the Town in the next 7 – 10 years.

Respectfully submitted, Nadia Madden, Chairman (appointed in 2010) ; Marshall Giguere (appointed in 2004)  
David Pitkin, Vice Chairman (appointed in 2008) ; Peter Morrison (appointed in 1991); Bruce Easom, Clerk  
(appointed in 2003); William Neacy (appointed in 2010); Craig Auman (appointed in 2001); Barbara Ganem,  
Conservation Administrator

## **COUNCIL ON AGING**

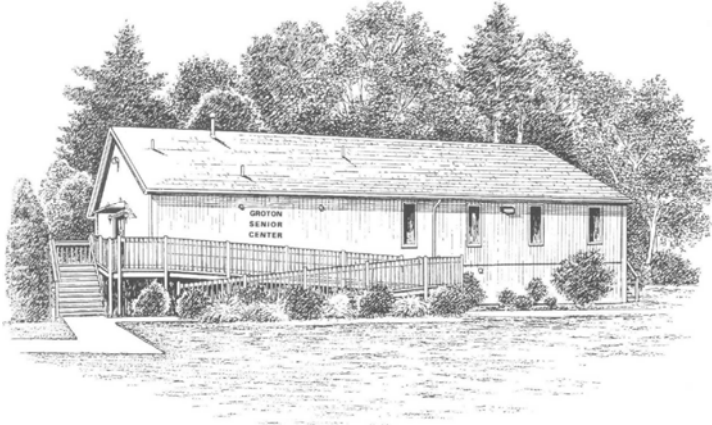
Martha Campbell, Certified Director

Hours: Mon-Fri 9:00am – 3:00pm

Council on Aging Board Meetings 1<sup>st</sup> Mon @ 9:30am

Location: Senior Center, 163 West Main Street (Rt. 225)

Main: (978) 448-1170 Fax: (978) 448-3660



The Groton Council on Aging has a mission statement: “Enriching the lives of senior citizens by providing opportunities for learning, leisure, creativity, health and fitness, information and referrals, and social services.” To this end, in the year 2011, we have continued to meet the growing needs of the senior population and serve our mission.

The Outreach program works to meet the needs of the senior citizens in the town of Groton with a focus on safety for seniors both

now and in the future. The list of services the Outreach program offers is extensive and includes the meals program, social services, wellness screenings, and public education. Through the help of the Groton Cable Channel, the Outreach Office is able to reach those in the community who are home bound through the videotaping and airing of educational talks that originally are presented to an audience at the Senior Center.

There are other programs the Outreach office coordinates which involve partnerships with many different organizations. Through a cooperative effort with AARP (American association of retired persons), volunteers offer tax preparation services for all low to middle income residents. Working with volunteers from SHINE (serving the health insurance needs of elders), there is support for Groton Seniors with Medicare questions. Utilizing the strong connection with Triad, the Outreach program provides Community Education such as distributing important information through our “Survival Kits” and offering “Home Safety Checks” to single family homes, free smoke alarms and installation of them through the Groton Fire Department, and presentations to our Senior Housing communities. By working with other agencies, town departments and through education and advertisement, the program encourages all seniors to access the services that are available to them.

The Outreach program, and the Senior Center in general, depend heavily on volunteers who serve as kitchen staff, substitute receptionists, “Meals on Wheels” drivers, “Angels on Wheels” (drives seniors to medical appointments), friendly home visitors, and many other valued positions. We work in collaboration with area churches, community groups, and schools to offer help with chores to our homebound seniors. Volunteers are an extension of the staff and without committed volunteers; we could not offer the services that we do.

Our Van, which has now been in service for 3 ½ years has gone from 15 to 30 hours a week and is available Monday through Thursday from 8:30 AM to 3:00 PM. Fridays there is a special trip to Market Basket in Westford. The Van can be used by Groton Seniors for transportation to the Senior Center, local shopping, medical appointments, errands, social trips, etc. There is a \$3.00 roundtrip fee for in- town and \$4.00 roundtrip for out- of –town rides. Scholarships are available to those that need them.

There are a wide range of annual events the Senior Center hosts or helps coordinate. These include yearly cookouts supported by the following people/organizations: Groton Police Department, Groton–Pepperell Rotary Club, Senator Eileen Donohue, and State Representative Sheila Harrington. Our Gay 90’s (a birthday party for Groton residents age 90 or older), Volunteer Appreciation Luncheon, Fall Craft

Fair, Rags to Riches Clothing Swap, and Gibbet Hill Grill Holiday Dinner are just a few more of the Senior Center's yearly happenings.

In addition to these annual events the Senior Center plans lunch outings, day trips, educational lectures, cultural events, health clinics, informative talks, and professional musical and theatrical performances throughout the year. An example of this is the Center's weekly luncheons where, after the meal, seniors are treated with a movie, educational speaker, entertainer, and bingo game respectively offered each Wednesday of the month. As has been tradition, the Groton Woman's Club continues to prepare one Wednesday meal a month and offer it free of charge for the seniors. The Veteran's Breakfast, also monthly tradition, is prepared by volunteers and town employees and offered to the seniors free of charge. Groton's Veteran's Services Officer, Bob Johnson, schedules an informative speaker for each of these breakfasts.

The Senior Center has a full schedule of consistently offered programs that are meant to enrich the lives of Groton Seniors and support their health and wellness needs. Every Monday through Thursday the Center offers a meal for seniors to enjoy at the Center in the company of friends. Other social activities include varied card games four days a week, monthly lunch trip, and monthly day trip. Art and craft classes include quilting, painting, and diverse workshops such as flower arranging. The Center's strong commitment to fitness is demonstrated through its offering of six fitness classes weekly that vary from strength training, to yoga and tai chi, and even belly dancing.

As been stated previously, the Senior Center is able to meet so many needs of the Groton Seniors through its volunteers and assistance from the community. Some of the above programs and offerings are supported by the Groton Trust Funds, The Friends of the Groton Elders, Groton Woman's Club, Groton Cultural Council, personal donations, and local businesses. The senior Center thanks you for your continued support.

Annually, the COA receives its Formula Grant from the Executive Office of Elder Affairs. This year the amount is \$ 10,218.75. This grant helps to fund a portion of the Activity/Volunteer coordinator's wage. The Senior Center continues to have a high degree of participation, volunteerism and enthusiasm. In 2008 the Council on Aging completed the National Accreditation process. This certification ranks us in the top 1% in the nation and top 3% in Massachusetts. This stamp of excellence is an honor for the Town of Groton. We are in the beginning stages for re-accreditation for 2013.

The Groton Council on Aging establishes yearly goals in order to continue its mission to support the seniors of Groton. The year 2011 was a year of much success and improvements for the Senior Center. New fitness and activity offerings, a revised and easier to read newsletter format, increased days and hours of service for the COA van, and an additional staff position focused on activities and volunteers are just a few of these positive changes. The Groton Council on Aging looks forward to growing with the needs of Groton's increasing senior population.

Respectfully submitted,

Council on Aging Board: Fran Goldbach, Chairman; Michele Theroux, Vice Chairman; Cynthia Thompson, Secretary; Carl Flowers, Treasurer. Members: Hester Newbury; Maydelle Gamester; Mildred Wells, and Charlotte Carlin.

Council on Aging Staff: Martha A. Campbell, ME, Council on Aging Director, Stacey A. Shepard Jones, Outreach Coordinator, Kelly Merrill, Administrative Assistant; Bethany Loveless, Activity/Volunteer Coordinator, Alan Sinclair, Maintenance Department, Hal Burnett, Van Driver, and Alan Sinclair/Bethany Loveless (per diem) Van Drivers.

## **DEPARTMENT OF PUBLIC WORKS**

R. Thomas Delaney, DPW Director  
500 Cow Pond Brook Road; P.O. Box 1111  
(978) 448-1162 Fax: (978) 448-1174  
highway@townofgroton.org

### **DPW**

I would like to give my thanks to the employees and administrative staff under the DPW umbrella for being the hard working dedicated employees that they are. These include all of the employees of the Highway, Transfer Station, Tree and Building Maintenance Departments.

### **Highway Department**

Last year was a very busy construction season with numerous projects completed. Resurfacing of over 4 miles of roads was completed as well as numerous other drainage, culvert and other infrastructure repairs. The largest of our projects was the redesign and construction of the RT40/119 intersection. This realignment will greatly improve the traffic flow and safety of this intersection. This project had been in the planning stages for many years until we had the time and resources to make it a reality.

The Halloween snow storm we had has caused more damage than the ice storm of a few years ago and still keeps us busy to date. We are still picking up and removing hangars above the street and expect to do so for another month or so. We are fortunate that we have not had a lot of snow this season which has helped us with the cleanup from that storm.

Parks and commons are an ongoing maintenance project and we are continually upgrading and making improvements in conjunction with the Parks Department and other groups. I would like to thank the Groton Garden Club for all their work in the planted sections of our common areas and look forward to working with them in the future.

### **Transfer Station**

With a steady recycling rate above average for the area we continue to bring our revenues up and our disposal costs down. Last year we applied for and received a grant from the Mass Department of Environmental Protection for the construction of a Regionalized Recycling Center which has now been completed. This will help us process more material in less time without taking employees from their regular duties. It is my hope that in the growing recycling market this will give us an edge to produce more for less, hence increasing our revenues.

### **Building Maintenance**

Duties of this department are mostly routine with inspections, cleaning and normal wear and tear issues consisting of the majority of the work load. Below are some of the basic duties of the department.

- All mandatory annual testing, inspections and preventive maintenance completed on emergency generators, alarm systems, fire suppression sprinklers, fire extinguishers and elevators.
- All annual preventive maintenance on HVAC systems, both gas and oil operations at the Public Safety Building, Town Hall, Senior Center, Legion Hall and Fire Stations #1, #2, and #3.
- Maintenance of the exterior and interior of the P.S.B., Town Hall, Legion Hall and the Senior Center.
- Janitorial duties are completed at the sites above, as well as the public area at the Lost Lake Fire Station and Highway Department.
- Additional major projects this year are the completion of the rehab of Legion Hall meeting space, installation of the file management system in the Town Hall as well as other preventative measures in all buildings.

## Tree

This year planting of new trees was carried out in multiple areas of town kicking off with our Arbor Day Tree on Legion Common. 15+ trees were planted in many areas of town which was a start to rebuilding after the ice storm of 09. Unfortunately we lost more trees and had more damage with the Halloween storm this year than we had with the ice storm. We lost or had severely damaged hundreds of street trees of older growth as well as dozens we planted within the last 10 years or so. Invasive species will continue to be a priority in the coming year and removing these will make our roadsides more attractive.

With over 125 miles of roads, our trimming is widespread and ongoing. Ground trimming as well as aerial bucket work and the removal of dead and dying trees is an ongoing project. Our roadside mower was out most of the summer clearing and mowing. We were able to trim with ground crews and mow over 25 miles of roadway.

The local Light Department has expanded their aerial trimming program. By doing this work they limit their outages as well as helping us deal with our hazardous trees.

Respectfully submitted,

R. Thomas Delaney  
DPW Director



*-Photo by Karen Riggert*



## **FIRE DEPARTMENT**

Chief Joseph Bosselait  
99 Pleasant St., Groton, MA  
General Calls: (978) 448-6333  
Emergency: 911 fire@townofgroton.org  
Cell Phone Emergency: (978) 448-5555

The Groton Fire Department responded to 1150 emergency incidents which translate to a 4.5 % increase in incidents from 2010 and over 600 inspections in 2011. The department continues to provide the citizens of Groton with excellent Fire, Rescue and Emergency Medical Services. The dedicated men and women of the department responded to structure fires, hazardous materials situations, smoke detector activations, carbon monoxide alarms, motor vehicle accidents and medical emergencies. Members of the department stood by for numerous mutual aid requests by area towns for fire & medical coverage, blasting details, parades and fire/safety details for large events and fireworks throughout the year.

There were two large & difficult building fires this past year, a large colonial house with an attached barn on Common Street happened on January 24, 2011 at 3:40 AM. This fire not only happened in the early hours of the day but the weather was extremely challenging at a -10 degrees. Ice formed on the firefighters, apparatus and the road.

The other fire happened at the Groton Inn on August 2, 2011, numerous area towns responded to assist Groton units to contain and extinguish a fast moving attic fire. State Fire Marshal Stephen Coan responded to the scene and assisted the department with a Command vehicle & Rehabilitation truck. The Groton Fire Department coordinated an extensive investigation to attempt to determine the cause and origin of the fire with assistance from an investigator from the Office of the State Fire Marshal, the ATF and the Groton Police. Fortunately no one was staying at the Inn the night of the fire. Residents from the apartments on site were safely evacuated and there were no reported injuries of any firefighters.

The Fire department held live fire training on Station Ave next to the GEL buildings. This training is very valuable and important to train firefighters in search and rescue techniques and fire suppression activities under realistic fire conditions.

The department received another AFG (Assistance to Firefighter) Grant of \$184,504.00. This is a very competitive federal grant and enabled us to update our outdated SCBA (Self Contained Breathing Apparatus) to the latest & most current technology. This vastly improved the safety of our firefighters when operating in a fire or hazardous environment. We also purchased "pack trackers" which allow us to track & find lost or trapped firefighters.

On Sept. 13, 2011 the fire department received a 9-1-1 call for a woman in labor on Kemp St. The first arriving EMT's & Townsend Medic 1 determined that child birth was eminent and prepared for a home delivery, shortly after arriving on-scene a healthy baby girl was delivered and Mom & baby were transported to Leominster Hospital.

The Selectmen appointed a Fire Station Relocation Committee which was charged to study & recommend possible sites for new central station. The committee members were Don Black, Susan Daly, Jeremy Januskiewicz., Val Prest, Jay Ryder, Suzanne Loverin, Michelle Collette with Town Manager Mark Haddad & Fire Chief Joseph Bosselait as advisors to the committee. A tremendous amount of work was done by the committee to prepare for town meetings. The Sacred Heart Church on Main St., GELD on Station Ave and the Prescott School on Main St. made the finalist list. After much research and debate the town residents voted down the purchase of the Sacred Heart Church property and the town will try and find another site to build a new central fire station in the future.

John Walsh retired after serving the Groton EMS Department for 56 years. The GFD gave John a party with about 75 people in attendance. We would like to wish John the best in his retirement and say "THANK YOU" for many years of service to the Town of Groton. The Fire Department would like to recognize the following agencies for their assistance and cooperation throughout the past year: State Fire Marshal Stephen D. Coan, Public Safety Dispatchers, the Highway, Police, and all Municipal Departments. In closing, the Fire Department wishes to thank the residents of Groton for the continued support and confidence expressed throughout the year. I wish to thank all the men and women on the Groton Fire Department who volunteer and sacrifice time away from their families in order to serve our community when called upon.



## **Groton Fire Department**

### **2011 Officers**

*Chief Joseph Bosselait*  
*Fire Deputy Chief Clarence Jefferson*  
*EMS Deputy Chief John Walsh*

Fire Lieut Michael Culley

Fire Lieut Bill VanSchalkwyk

*Fire Lieut Susan Daly*

EMS Capt Anthony Hawgood

*Fire Lieut James Emslie*

EMS Lieut Susan Daly

Fire Lieut Tyler Shute

EMS Lieut Larry Thompson

### **Firefighters & EMT's**

Brian Alcott

Geza Lengyel

Brad Cain

Catherine Lincoln

Arthur Cheeks

Michael MacGregor

Daniel Coelho

Andrew Mahoney

Paul Coss

Richard Marshall

James Crocker

James Mazzola

Michael Culley

Paul McBrearty

Timothy Cunningham

Kevin Pezanowski

Brian O. Downes

Benjamin Podsiadlo

David Dubey

Richard Racicot

Jonathan Duffy

Betsey Reeves

Kevin Dutile

Eric Smith

David Flynn

Peter Staffon

Jason Grennell

James Stefely

James Horan

David Stevens

Gregory Iannacci

Steve Tervo

Mark Imbimbo

John Tuomi

Anna Januskiewicz

Daniel VanSchalkwyk

David Kane

Robert VanSchalkwyk

Kenneth Lefebvre



## **GROTON POOL AND GOLF CENTER**

Robert M. Whalen, General Manager

94 Lovers Lane

Telephone: (978) 448-3996

www.grotonpoolandgolf.com



*-Photo by Karen Riggert*

Last year Town Meeting voters approved the incorporation of the Groton Country Club as a regular department of the Town and as part of the transition the club was renamed the **Groton Pool and Golf Center**.

The Center is a public, affordable, community recreational resource open to all residents of Groton and the surrounding communities. The Center includes a nine hole links style golf course, a heated swimming pool, summer camp programs, a snack bar/lounge, and a reception hall for events. The Center offers a variety of summer programs including a championship Swim Team, Group and Private Swim Lessons, a Junior Golf

Academy, and a Summer Day Camp Program.

Season passes for the use of either or both the pool and golf facilities are available and allow holders unlimited use of these facilities. Daily activity fees allow for the use of either on a single day basis. Groton residents are afforded favorable price discounts on both season passes and daily pool and golf activity fees. The Center is financially self-reliant and depends on season pass sales, daily activity fees, summer program fees, and reception hall rental fees to cover all operating costs. This past fiscal year ended June 30<sup>th</sup>, the Center returned to the Town General Fund more than \$30,000.

The **Fairways at Groton Country Club** reception hall was again this year the venue for a number of fun parties, weddings, showers, celebrations and a series of Sunday Ballroom Dances. The Center is supportive of a number of community organizations and has hosted events and meetings of the Groton Board of Trade, the Groton Police and Fire Departments, the Boy Scouts, the Groton Garden Club, and Groton Dunstable Youth Hockey.

The Center appreciates and thanks its many supporters who have given generously of their time, energy, counsel and resources to help sustain and energize our programs this year. We invite you to join your friends and neighbors and make use of your community recreation center.

Respectfully submitted,

Robert M. Whalen, *Manager*

## **HISTORIC DISTRICTS COMMISSION**

Paula Martin, Land Use Administrative Assistant

Meetings 3<sup>rd</sup> Tues. of Month @ 7:30pm

(978) 448-1109 Fax(978) 448-1113

building@townofgroton.org

The Historic Districts Commission (HDC) added two members during 2011, now having seven members and one part-time administrator. Throughout the year, the Commission received and processed approximately 17 applications for proposed construction, or for signage within the districts. Applications were considered relative to their appropriateness within Groton's historic context, and public hearings were held for substantive work, as required.

Notable projects reviewed this year included: the mixed use development at 134 Main Street, faculty housing for Lawrence Academy on Old Ayer Road, exterior repairs at Boutwell House, and reconfiguration of the Main Street/Route 119 and Route 40 intersection. Of particular mention, the Commission was deeply saddened by the tragic fire that destroyed significant portions of the Groton Inn on the night of August 2, 2011. The HDC, in response, sought to preserve salvageable portions of historical material, and work collaboratively with the property owner and other town departments.

For 2012, the HDC plans to examine its operating regulations, addressing procedural items and pertinent references to Massachusetts General Laws, Chapter 40C. The Commission will be considering the concept of holding a Preservation Restriction as a means to help protect property with historical value. The HDC further anticipates working with the Selectmen to create emergency action policies when responding to events that threaten historic resources.

Respectfully submitted,

Daniel J. Barton, Chairman

Richard P. Chilcoat, Vice Chair

Patricia E. Hardy

Sanford Johnson

Laura R. Moore

Gina Perini

Maureen Giattino

Paula Martin, Land Use Administrative Assistant

## **INFORMATION TECHNOLOGY**

Jason Bulger, Information Technology Manager  
Office Hours: Monday through Friday, 8:30-4:30  
Telephone: (978) 732-1889 | Fax: (978) 448-1115  
itdept@townofgroton.org

The Information Technology Department facilitates the use of technology (servers, systems, software, etc) within the Town and serves to simplify and automate processes for other departments to bring new and better services to residents and Town employees. Far from existing only to fix broken computers, the I.T. Department comes up with new solutions to old problems: the need for more streamlined and automated workflows for Town departments and enterprises. To this end, the I.T. department has developed software solutions, implemented pre-developed software and made recommendations to increase efficiency and reduce waste and redundancy in many areas.

The I.T. Department has grown from the former Web and I.T. Committees, which were comprised of dedicated volunteers who have built the Town's current website and upgraded and maintained the systems and servers at no cost to the residents of Groton. Their service and dedication should be appreciated by all in Town.

In 2011, the I.T. Department has focused on bringing new software technology to various town departments, including new dispatch and records management software for the police and fire departments, new tax software for the tax collector/treasurer's office and new permitting software for the land use department. The I.T. Department is working closely with the police and fire departments to build a modern emergency operations center that allows access to up-to-date information from several town and state agencies.

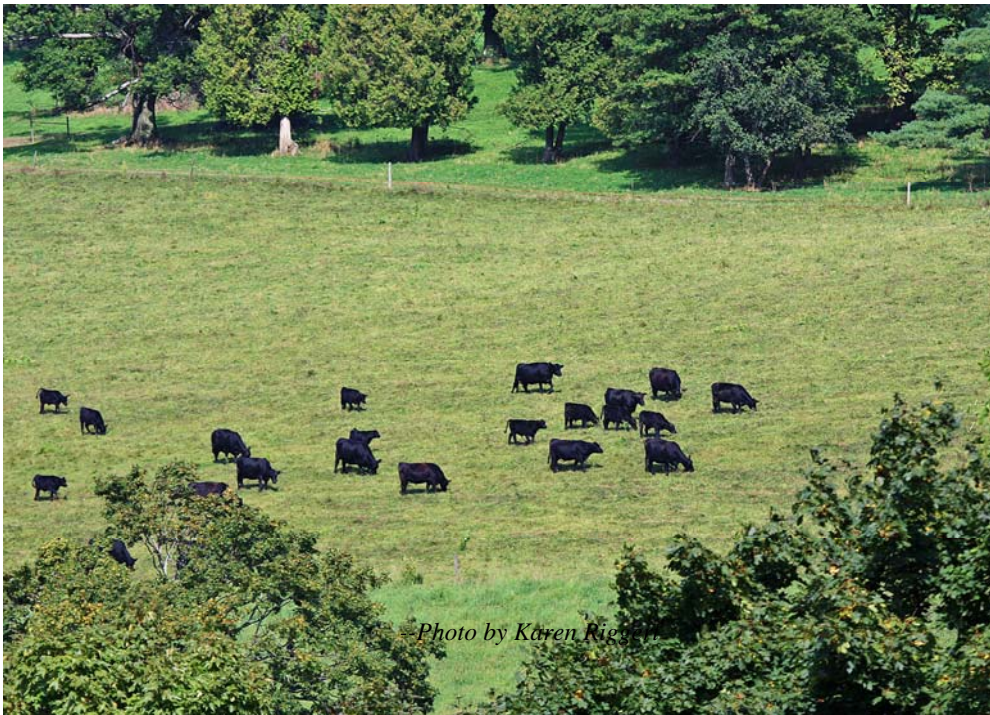
The town's I.T. Department will soon have a part-time employee to handle some routine operations so that a carefully developed town-wide technology strategy can guide departments as they move through the 21<sup>st</sup> century. The strategy will include long-term infrastructure goals, intradepartmental technology issues, security and public

The I.T. Department could not do the work it does without the help of dedicated volunteers, whose contributions and dedication are greatly appreciated.

Respectfully submitted,  
Jason Bulger  
Information Technology Manager

## INSPECTOR OF ANIMALS

George Moore, Inspector  
(978) 448-1111 Fax (978) 448-1115



*Photo by Karen Riggert*

*-Photo by Karen Riggert*

As Animal Inspector for the Town of Groton I performed the following:

There were 61 barn inspections performed.

There were 3 orders of quarantine issued.

I was appointed and served on the Town's Dog Control By-Law review Committee.

There were several reports of bear sightings in all sections of Town. We probably have a population of 6 or 7 adult and juvenile bears in Groton.

Respectfully submitted,

George Moore, *Groton Animal Inspector*

## **HUMAN RESOURCES/PERSONNEL**

Kathleen LeBlanc, Human Resources Director

Office Hours: Mon. –Thurs. 8:30am- 4:00pm

Main: (978) 448-1145 Fax: (978) 448-1115

[kleblanc@townofgroton.org](mailto:kleblanc@townofgroton.org)



The Human Resources Department strives to provide high quality service to all prospective, current and past employees and to treating such individuals with respect and individual attention from their first inquiries about position vacancies, services and programs, through retirement. Human Resources is responsible for recruitment; compensation and benefits management; workers compensation; employee trainings and development; and employee relations. The Town of Groton is an equal opportunity employer.

It was a busy year for recruiting in the Human Resources Department in 2011 with just over 30 positions filled due to turnover, retirement, internal promotions or seasonal and per diem employment. As a result of these openings, the Town of Groton hired a new Treasurer/Tax Collector, Victoria Smith; Building Commissioner, Milton Kinney; Housing Coordinator, Frances Stanley; and Production Technician, Brendan Crewe. Stacey Shepard-Jones was promoted to the position of Council on Aging Outreach Coordinator. Additionally, the Council on Aging hired Bethany Loveless into the new position of Activities Coordinator. Lastly, three employees retired from the Town in 2011 including Stephen Collette, 22 years; Steven Mickle, 13 years; and Aldis Higgins, 6 years.

Massachusetts Municipal Healthcare Reform was signed into law in 2011. The Town of Groton was able to make the same meaningful plan design changes to health insurance without adopting the new section of the law. These changes will decrease the cost of health insurance for the Town of Groton.

Respectfully submitted,

Kathleen LeBlanc, *Human Resources Director*



## **POLICE DEPARTMENT**

Donald Palma, Police Chief  
99 Pleasant Street, P.O. Box 310  
General Calls: (978) 448-5555  
Emergency: **911** police@townofgroton.org



*Chief Donald Palma*

2011 proved to be yet another exceptional year for the Groton Police Department. We truly enjoy our annual “Community Policing” opportunities starting each year with the Christmas tree bonfire, then the Groton Road Race which grows in popularity and size each and presents us with logistical challenges to ensure the safety of the runners and try to minimize the inconvenience to citizens and commuters. The Senior Citizen’s Picnic is always a big hit as is Grotonfest in the fall. The holiday season kicked off with the always popular Annual Senior Citizen’s Thanksgiving Dinner hosted at the Barn at Gibbet Hill. With the generous assistance of the Middlesex Sheriff’s Office we provide rides for seniors and delivery of meals to those who are home-bound.

We witnessed the loss of the Groton Inn, a cornerstone in Groton’s rich history that was tragically destroyed by fire. We dodged the damaging effects of Hurricane Irene but were beleaguered by an early snowstorm on October 28<sup>th</sup> that crippled the region and taxed every town’s resources and manpower. The Governor declared a state of emergency due to the extensive tree damage, downed power lines, and region wide power outages. I am very proud of all the members of my department from Police, Communications, and Maintenance who pulled together working around the clock for days to provide exceptional service to the residents of Groton. And I would be remiss if I did not extend a heartfelt thank you to the Highway Department, Groton Electric Light Department, Groton Water Department, Groton Fire Department, Emergency Medical Services, Emergency Management Agency volunteers, members of the business community and citizens who all pulled together to help each other and get the town back up and running in record time.

We have continued our participation with the Communities for Restorative Justice and the Ayer Regional Domestic Violence High Risk Response Team to better serve our citizens as well as our D.A.R.E., TRIAD, R.A.D programs. We are proud to announce that Officer Rachael Mead has joined the ranks of R.A.D. Certified Instructors.

I am truly thankful for the continued community support for the department.

Respectfully submitted,

Donald L. Palma, Jr.  
Chief of Police

## **2011 Groton Police Department**

<b>Chief of Police:</b>	<b>Donald L. Palma, Jr.</b> Emergency Management Agency Director
Lieutenant:	James A. Cullen, III
Sergeants:	Derrick Gemos, Jeffrey Gigliotti*, Paul Connell
Detective:	Edward Sheridan
Patrolmen:	Irmin Pierce, Jason Goodwin, Richard Elie*, Peter Breslin, Cory Waite, Dale Rose, Robert Breault, Gordon Candow, Kevin Henehan, Rachael Mead, Nicholas Beltz
Reserve Officers:	George Aggott, Edward Bushnoe, Stephen McAndrew, Rachel Robinson, Bethany Evans
Administrative:	Kathy Newell
Communications:	April Moulton, Supervisor
Communications:	Darlene Touchette, Sarah Power, Warren Gibson, Edward Bushnoe, Michael MacGregor, Jonathan Shattuck
Special Officers:	George Rider, John Saball, Jack Balonis, Kathy Newell, Gregory Steward
Police Matrons:	April Moulton, Darlene Touchette, Beverly Jeddrey, Sarah Power, Kathy Newell, Deborah Richardson

- *Resigned*

GROTON POLICE COMMUNICATIONS CENTER					
Incident Statistics Report					
01/01/2011 -- 12/31/2011					
9-1-1 HANG UP	112	EQUIPMENT VIOLATIONS	409	OTHER TRAFFIC VIOLATION	699
9-1-1 MISDIAL	44	ESCORT FUNERAL	11	OUTSIDE ARREST	31
A & B DANGEROUS WEAPON	1	FIELD INVEST	8	PARKING VIOLATION	106
ABANDONED M/V	2	FIRE	74	PRISONER TRANSPORT	24
ACCIDENT - PI	54	FIRE ALARM	165	R/V COMPLAINT	33
ACCIDENT FATAL	1	FIRE CALL/DUNSTABLE	78	RADAR ASSIGNMENT	1855
ACCIDENT - NO DAMAGE	7	FIRE CODE COMPLIANCE INSP	2	RECOVER STOLEN MOTOR VEH	1
ACCIDENT - PROPERTY DAMAGE	209	FIRE DRILL	7	REGISTRATION/COMPLIANCE	1
ADMINISTRATIVE FUNCTION	39	FIREWORKS - DISCHARGE	8	REGISTRATION/INSPECTION	357
ALARM -TYPE UNKNOWN	9	FLOODING	3	RELAY PAPERS	2
ALARM BUSINESS	209	FOLLOWUP-FIRE CALL	2	RELAY PERSON	13
AMBULANCE	645	FORGERY	1	REPORTED DEATH	3
AMBULANCE CALL/DUNSTABLE	92	FOUND PROPERTY	63	REQUEST REMOVAL OF PERSON	10
ANIMAL BITE	3	FRAUD	25	RESIDENTAL ALARM	301
ANIMAL COMPLAINT	127	GENERAL SERVICES	51	RETURN PROPERTY	63
ANIMAL CRUELTY	1	H&R ACCIDENT	20	REV/SUSP FIREARMS PERMIT	6
ANIMAL HIT BY M/V	56	HARRASSMENT	33	SAFE	3
ANNOYING TELEPHONE CALLS	21	HOUSE CHECK	98	SAFETY HAZARD	54
AREA CHECK	5302	HOUSE LOCKOUT	31	SERVE 209A	13
ARRESTS	80	HUNTING COMPLAINT	7	SERVE HARASSMENT ORDER	5
ASSAULT	2	IDENTITY THEFT	8	SERVE SUMMONS	28
ASSAULT & BATTERY	3	INCAPACITATED PERSON	9	SERVICE CRUISER	2
ASSIST CITIZEN	249	INTERNET CRIMES	3	SEX OFFENSE - OTHER	3
ASSIST MUNICIPAL	25	INTRA DEPARTMENT SERVICE	25	SHOOTING COMPLAINT	23
ASSIST OTHER POLICE DEPT	201	INVEST - ONGOING	229	SHOPLIFTING	4
ASSIST SCHOOLS	27	INVEST - SURVEILLANCE	3	SPEED BOARD	2
ATTEMPT TO SERVE PAPERS	110	INVESTIGATION	4	SPEEDING	1494
B & E ATTEMPT	6	JUVENILE - GENERAL	10	SPEEDING COMPLAINT	21
B & E BUILDING	34	JUVENILE - RUNAWAY	2	STOLEN PROPERTY RECOVERED	1
B & E MOTOR VEHICLE	30	LARCENY \$250 & OVER	29	SUICIDE	2
BOAT COMPLAINT	1	LARCENY ATTEMPT	1	SUICIDE ATTEMPT	4
BUILDING CHECK	337	LARCENY BY CHECK	2	SUICIDE THREAT	1
BUILDING FOUND OPEN	47	LARCENY MOTOR VEHICLE	4	SUSPICIOUS ACTIVITY	179
BYLAW-JUNK CARS	3	LARCENY RECREATIONAL VEH	1	SUSPICIOUS PERSON	110
BYLAW-OTHER	1	LARCENY UNDER \$250.	30	SUSPICIOUS VEHICLE	374
CAR ALARM	1	LIFELINE	12	THREATENING	16
CHECK PERSONS WELFARE	135	LICQUOR - FALSE ID	1	TOWN PARKING TICKETS	104
CHILD NEGLECT	2	LITTER/TRASH	29	TRAFFIC CONTROL	207
CIVIL COMPLAINT	125	LOST PROPERTY	13	TRAFFIC HAZARD	289
COMMUNITY POLICING	19	M/V COMPLAINT	240	TRAINING	1
DARE ASSIGNMENT	30	M/V INFRACTIONS	324	TRESPASS - PERSON	8
DIRECTED PATROL	186	M/V LOCKOUT	156	TRESPASS -VEHICLE	9
DISTURBANCE -GENERAL	38	MALICIOUS MISCHIEF	13	VANDALISM	64
DISTURBING THE PEACE	1	MENTAL HEALTH	19	VANDALIZED MAILBOX	21
DOMESTIC RELATED	68	MESSAGE DELIVERY	36	VEHICLE DISABLED	207
DRUGS - OTHER	1	MISSING PERSON	8	VEHICLE OFF ROAD	86
DRUGS - MARIJUANA	28	MOTOR VEHICLE STOP	4582	VIN CHECK	6
DRUGS - POSSESSION	5	MUTUAL AID	7	VIOLATION 209A	11
DRUGS - PRESCRIPTION	1	NATURAL GAS LEAK	23	VIOLATION HARASSMENT ORDER	2
DUTY OFFICER	72	NOISE COMPLAINT	43	WARRANT ARREST	19
ELDERLY OFFENSES	1	NEMLEC CALLOUT	7	WRITTEN WARNINGS	1306
EMERGENCY DRILL	10	PERMANENTLY DOWN REPORT	31	TOTAL CALLS	23997



## **TAX COLLECTOR/TREASURER**

Victoria Smith, Tax Collector/Treasurer  
Office Hours: Mon. –Fri. 8:00am-4:00pm  
Main: (978) 448-1103 Fax: (978) 448-1115  
treasuer@townofgroton.org

	<b>Balance</b>	<b>Deposits/</b>	<b>Withdrawals</b>	<b>Balance</b>
<b>Fund Description</b>	<b>1-Jul-10</b>	<b>Receipts</b>	<b>Transfers</b>	<b>30-Jun-11</b>
<b>General Fund</b>	6,207,702	64,742,960	(64,485,384)	6,465,277
<b>Other Funds-Status Report</b>				
Trust Funds	11,150,724	1,937,817	(192,127)	12,896,414
Scholarship Committee	6,277	3,322	(3,497)	6,101
Arts & Flags	8,534	3,872	(3,492)	8,914
Capital Stabilization	512,278	1,564	-	513,842
Stabilization	1,064,687	158,648	(112)	1,223,223
Conservation	713,009	102,602	(394,960)	420,650
Performance Bonds & 593s	340,417	36,592	(32,662)	344,347
Turtle Study & Maint	53,412	27	-	53,438
<b>Groton Electric Designated Funds</b>				
Depreciation	2,756,462	296,439	(1,099,291)	1,953,609
Consumer Deposits	223,461	9,228		232,689
Insurance Reserve	129,298	395		129,693
<b>Balance at Year End</b>	23,166,259			<b>24,248,199</b>

\*Note: Deposits and withdrawals include money transferred between funds.

### **Debt Service**

During FY2011 the Town borrowed \$300,000 short term for the cost of preparing a Comprehensive Waste Water Management Plan for Lost Lake and West Groton. The short term notes are expected to be renewed annually for three years. A \$100,000 payment will be applied to the balance each year. The interest rates were as follows: 1st year-1.55%, 2nd year-1.20%, 3rd year 1.05%.

No Chapter 90 Highway borrowing was issued in FY2011.

In FY2011 the General Fund paid \$1132,766 in total debt service. The Town of Groton's portion of debt for the Groton Dunstable Regional School District was \$1,776,575. Out of the combined total debt, 2,652,292 was excluded from the limits of proposition 2 1/2. The excluded debt added \$1.71 to the tax rate. The cost for a home assessed at \$400,000 was \$684.00 for the year.

The following pages show the FY2011 Debt Service payments by Department and purpose.

**TOTAL PRINCIPAL DUE 2011**

Name	Purpose	Date of Issue	Date of Maturity	Exempt?	Principal Paid in FY11	Principal Bal 6/30/2011
General Fund Debt Service						
Public Safety #2	Public Safety	7/1/1992	7/1/2010	Y	88,902	0
Town Hall ADA	Municipal	7/15/1999	11/10/2010	N	27,210	0
Senior Center	Municipal	7/15/1999	7/15/2016	Y	9,780	52,430
Library #2	Municipal	7/15/1999	7/15/2017	Y	24,290	135,760
Library #1	Municipal	7/15/1999	7/15/2017	Y	123,689	682,160
Town Hall	Municipal	7/15/1999	7/15/2017	Y	169,015	929,650
Shattuck Property	Conservation	7/15/2001	7/15/2019	N	39,510	236,490
Norris Property	Conservation	7/15/2001	7/15/2019	Y	59,160	356,840
Bernier Bissell Property	Municipal	7/15/2001	7/15/2019	Y	67,080	402,920
Bissell Property	Conservation	7/15/2001	7/15/2019	Y	84,910	508,090
Project Eval Report	Sewer Planning	11/1/2003	2/1/2024	N	9,748	160,248
Fire Truck	Fire Protection	11/15/2003	11/15/2016	N	35,000	210,000
Lost Lake Fire Station	Fire Protection	11/15/2003	11/15/2022	Y	75,000	900,000
Gibbet Hill	Conservation	11/15/2003	11/15/2022	Y	160,000	1,880,000
					973,294	6,454,588
Community Preservation Committee						
Surrenden Farm	Conservation	7/6/2007	12/15/2021	N	300,000	4,025,000
Groton Electric Debt Service						
GELD Transformer		7/15/2001	7/15/2019	N	59,340	350,660
Sewer Department Debt Service						
Sewer Constr #2		6/15/1991	11/1/2010	Y	55,000	0
Hollis Street Betterment		7/15/1999	11/10/2010	N	61,016	0
Title Five		8/1/2002	8/1/2023	N	10,400	103,800
Project Eval Sewer Share		11/1/2003	2/1/2024	N	3,605	59,270
Boston Road Extension		10/26/2007	10/1/2025	N	19,977	249,744
Old Ayer Road Extension		10/26/2007	10/1/2025	N	10,023	125,256
					160,021	538,070
Water Department Debt Service						
Water Res Roof #1		7/1/1992	7/1/2010	N	1,098	0
Water Res Roof #2		7/4/1993	7/1/2010	N	35,000	0
Water System Upgrade 1		11/23/2004	8/1/2024	N	186,278	3,349,446
Water System Upgrade 2		12/14/2006	8/1/2024	N	53,930	1,027,141
					276,306	4,376,587
			TOTAL		1,768,961	15,744,905

## TAX RECEIVABLES

JULY 1, 2010 TO JUNE 30, 2011							
	Levy Balance	Tax Committed					Uncollected
	July 1, 2010	During FY11	Refunds	Tax Titles	Payments	Abatements	June 30, 2011
<b>2011</b>							
Real Estate + B/Ls	0	24,845,588	110,640	-124,732	-24,341,885	-125,384	364,228
Water District	0	99,015	1,176	-1,148	-95,051	-494	3,498
Personal Property	0	432,255	3,932		-435,645	-248	294
Motor Vehicle Excise	0	1,199,710	6,366		-1,075,637	-18,905	111,534
<b>2010</b>							
Real Estate + B/Ls	350,590		887	-32,369	-288,711		30,398
Water District	3,056		0	-692	-2,364		0
Personal Property	878		0		-649		229
Motor Vehicle Excise	64,912	136,382	11,652		-187,510	-12,982	12,454
<b>2009</b>							
Real Estate + B/Ls	19,022		3588		-14,582	-3,588	4,440
Water District	2		249		-2	-249	0
Personal Property	0		0				0
Motor Vehicle Excise	11,455	393	924		-5,912	-927	5,933
<b>2008</b>							
Real Estate + B/Ls	198		0				198
Water District	0		0				0
Personal Property	0		0				0
Motor Vehicle Excise	6,416	0	196		-1,943	-385	4,284
<b>2007</b>							
Real Estate + B/Ls	51		0				51
Personal Property	762		0				762
Motor Vehicle Excise	4,182	0	64		-291	-64	3,891
<b>2006</b>							
Real Estate + B/Ls	58		0				58
Personal Property	106		0				106
Motor Vehicle Excise	4,558	0	0		-22		4,536
<b>2005</b>							
Real Estate	57		0				57
Personal Property	4,756		0		-4,480		276
Motor Vehicle Excise	0	0	0				0
<b>2004</b>							
Real Estate	43						43
Personal Property	0		0				0
Motor Vehicle Excise	0	0	0				0
<b>2003</b>							
Real Estate	40		0				40
Motor Vehicle Excise	0	0	0				0
<b>TOTALS</b>	<b>471,142</b>	<b>26,713,343</b>	<b>139,674</b>	<b>-158,940</b>	<b>-26,454,684</b>	<b>-163,226</b>	<b>547,309</b>
Demands Collected			\$9,285				
Interest & Fees Collected			\$94,567	(some of these fees are paid back to the Deputy)			
Scholarship Donations			\$3,510				
Tax title Account Balances			\$339,412				
Deferred Real Estate Taxes/Water District			\$167,308				
Tax Foreclosures			\$41,988				
Community Preservation Surtax Collected in FY11			\$524,918	Does not reflect abatements and refunds paid			
Rollback Tax							

### **VETERAN'S SERVICE OFFICER**

Robert Johnson, Veterans Service Officer  
Office Hours: Mon. 9am -Noon and Wed. 6pm-9pm  
& Fri. 10:00am- Noon or by Appointment  
Legion Hall, 75 Hollis Street, Groton, MA  
(978) 448-1175    [veteran@townofgroton.org](mailto:veteran@townofgroton.org)



The Veterans' Services Officer (VSO) function continues to support the Town's veterans and their families and, with the continued downturn in the economy, I have been busier this year than in previous years. My regular office hours are from 9 AM to Noon on Monday's, 6 to 9 PM on Wednesday's, and 10 AM to Noon on Friday's in my office in Legion Hall at 75 Hollis Street . The exception is that my Monday office hours are at the Groton Senior Center when the monthly Veterans' Breakfast is being held. I continue to offer to meet at other times on an appointment basis if my regular hours will not work for a veteran and/or their family members.

In addition to regular office hours, I continue to work on outreach to Groton's veteran community. I regularly attend the Veterans' Breakfast held at the Groton Senior Center the second Monday of every month at 10 AM (held the third Monday if the second Monday is a holiday). This provides an opportunity for me to meet with individual veterans who attend the breakfast and also to present information to all attendees.

I typically serve ten to fifteen people a week through phone calls, e-mails, and face-to-face meetings, but some weeks are much busier. One area that is formally tracked is Chapter 115 benefits cases and I currently have five cases open with benefits being paid to veterans and widows, up from one case a year ago. I have seen a significant increase in the number of Viet Nam era veterans contacting me to ask about benefits that may be available to them as they approach and/or begin their retirement. I've also had the happy privilege of meeting with several young veterans who have returned from Iraq and Afghanistan and I've surprised some of them with news about the Massachusetts veterans' bonus that they can apply for as well as some other benefits. Other activities involve helping residents with claims to the Veterans' Administration (VA) with VA pension applications for senior veterans and their widows the most common cases.

I am here to serve the veterans of Groton and their dependent family members, including widows and widowers as well as children and dependent parents of veterans. Anyone who needs advice and/or assistance, or knows of someone who may need advice and/or assistance, is invited to stop by my office during my regular office hours, e-mail me at [veteran@townofgroton.org](mailto:veteran@townofgroton.org), or call me at (978)448-1175. I encourage all veterans to contact me for benefits information, regardless of when you served and whether or not you think you need benefits at this time.

Respectively submitted, Robert Johnson, *Veterans' Services Officer*

## **ZONING BOARD OF APPEALS**

Margot Hammer, ZBA Office Assistant  
Wednesday Meetings as posted  
Appointments Wed. afternoon or By appointment  
(978) 302-0589 Fax: (978) 448-1113  
selectmen@townofgroton.org

The Zoning Board of Appeals' jurisdiction falls under MA General Laws Chapters 40A and 40B, as well as under Chapter 218 of the Groton Zoning Bylaw and Chapter 338 of the Charter of the Town of Groton. The Board consists of five regular members and four associate members. There is a vacancy of an associate member, which the Board hopes to fill this year.

The Zoning Board of Appeals met 14 times to consider 11 applications in 2011. Two of these applications are still pending, one for a special permit to alter a non-conforming building and one for a special permit to repair cars. There were seven special permit applications, one of which was renewed and one of which was modified (two others are pending). Two applications were for variances, both of which were granted. There was one comprehensive permit extension to allow completion of construction and one comprehensive permit modification to complete litigation. The special permit applications consisted of alterations of non-conforming structures, a modification of a special permit for boarding horses, a car sales renewal, and accessory apartments. The variances requests were from setback, for a garage and pool.

Variances – 2

Special Permits -7

Appeals – 0

Comprehensive Permit Modifications - 2

The Board denied a comprehensive permit modification request to remove the 55+ age restriction in 2010. The decision was appealed to the Housing Appeals Committee and the HAC upheld the Board's denial. The applicant appealed the HAC decision; the case is still pending.

Respectfully submitted,

Mark Mulligan, Chairman  
Robert Cadle  
Alison Manugian  
Megan Mahoney, Associate  
Carol Quinn, Associate  
Bruce Easom, Associate  
Cynthia Maxwell  
Jay Prager, Clerk  
Margot Hammer, Assistant

# GROTON'S APPOINTED COMMITTEES



**Accessibility Commission**

**Cable Advisory Committee**

**Community Preservation Committee**

**Conductorlab Oversight Committee**

**Graves Registration Officer**

**Groton Local Cultural Council**

**Historical Commission**

**Old Burying Ground Commission**

**Sealer of Weights & Measures**

**Scholarship Committee**

**Sustainability Committee**

**Town Forest Committee**

**Trails Committee**

## Accessibility Commission

Groton's Commission on Accessibility in its organizational meeting on March 24, 2011 under the leadership of Michelle Collette, Community Access Monitor, elected its officers: Robert Fleischer, Chairman; Alan W. Taylor, Vice Chairman; Emil Rechsteiner, Clerk. Other Commission Members are: Margaret McPartlan and Mark Schack. Mr. Scott Harker, a non-member, also attended and contributed regularly to the Commission's deliberations. The Accessibility Commission sees its function as ensuring that residents who are handicapped nevertheless can participate in the community's life to the fullest practical extent.

Early in its existence the Commission deliberated on the need to improve lighting and signage for handicapped parking at the Middle School during Town Meeting. Specific suggestions were made and soon implemented by the Groton-Dunstable Director of Buildings and Grounds Steve Byrnes.

The Commission polled the town's population to learn about obstacles that limit residents' access to public events, to public or commercial facilities, and to whatever events residents are encouraged to attend. Polling was done through a **questionnaire** distributed by GELD to its customers and also distributed at a stand at the Groton Fest.

The Questionnaire was accompanied by a **Disability Indicator Form**, to be completed by residents who wish to bring the nature of their, or a family member's, disability to the attention of the police department, the fire department, or other emergency agency. To ensure confidentiality residents were instructed to fill out this form and to return it directly to April Moulton, the Town's 9-1-1 Database Management so that data describing the nature of the disability is instantly displayed when an emergency call is received at the 9-1-1 terminal.

The residents' returns of the questionnaire was informative in disclosing the need for further efforts toward eliminating obstacles toward accessibility for all of our residents. In the coming months the Commission will tackle these suggestions with the aim of making Groton fully compliant with Federal and State laws and Municipal statutes pertaining to accessibility.

The Commission members thank the residents who returned thoughtful replies. We thank April Mounfor for her assistance in collecting, distributing, and analyzing information; and we thank GELD for mailing our questionnaire, and we thank Steve Byrnes for promptly implementing the suggestions that we advanced regarding parking and lighting.

Respectfully submitted,

Emil B. Rechsteiner, Clerk

## **CABLE ADVISORY COOMMITTEE**

Bob Coleman, Cable Supervisor

(978) 448-3796

The Groton Cable Advisory Committee is responsible for negotiating and maintaining the cable television license(s) within the town of Groton as well as overseeing the operation of Groton's Cable Access Station.

The Committee is currently working on the renewal of the cable television license for Charter Communications, which should take effect this fall. The public response to the Cable TV surveys that were mailed with the Town Census has been very helpful, and we hope that people will participate in the upcoming public hearings.

The Groton Channel continues to offer free video production workshops, including our popular four-week class "Basic Video Production," and many others. In 2011, "The Groton Channel News," a weekly local news program, was added to our line-up on the Groton Channel (Channel 12 for Charter customers and Channel 41 for Verizon customers.) Groton's Government Channel (Channel 13 for Charter customers and 40 for Verizon customers) continues to show Town Meetings, Selectmen's meetings and other meetings of interest, as well as the Community Bulletin Board. As we use the internet for additional outreach, residents can friend us on Facebook or see many of our programs online at Vimeo.com



*-Photo by Bob Coleman*

The Groton Channel also continues to offer a wide variety of programming and event coverage. In 2011 on the two access channels, Groton has again aired over 450 locally produced shows. For more information on our programming and free workshops, please go to our website: [www.thegrotonchannel.org](http://www.thegrotonchannel.org).

Respectfully submitted,

Bob Coleman



## **COMMUNITY PRESERVATION COMMITTEE**

Kathy Miller, Administrative Assistant

Meetings 1<sup>st</sup> Tuesday of Month and 3<sup>rd</sup> Monday of Month

(978) 448-1106 Fax: (978) 448-1113

CommunityPreservation@townofgroton.org

The CPA allows communities to create a local Community Preservation Fund for open space protection, historic preservation, affordable housing and outdoor recreation. Community preservation monies are raised through a 3% surcharge of the tax levy against real property. The Department of Revenue distributes a state match each October from the statewide Community Preservation Fund to the Communities that have adopted the CPA.

Each CPA community establishes a local Community Preservation Committee (CPC) that makes recommendations on CPA projects that are voted on at Town Meeting. The Town of Groton has a seven member Committee with a representative from the Historical Commission, Housing Authority, Parks Commission, Planning Board, Conservation Commission and two members at large, appointed by the Board of Selectmen. The CPC is responsible for the general oversight of the Community Preservation Act (CPA) funds and the selection and recommendation of the Groton CPA proposals, and to ensure selected projects are managed on behalf of the Town of Groton to successful completion.

This year the CPC revised the latest edition of the Community Preservation Plan (CPP). This is a detailed document that provides information on the community preservation act as well as a guide to the complete application process. The CPP can be found on the Town website at [www.townofgroton.org](http://www.townofgroton.org). The CPC is continuously looking for opportunities to increase awareness around the CPA and its beneficial impact on the community. The Town of Groton collected \$ 738,822.75 funds from the local surcharge and matching state funds, and interest during FYFY 2011. We expect approximately the same in FY 2012.

### **The annual review and update of the Community Preservation plan was completed in fall 2011.**

2010-01 Field of Dreams: The fencing installation was completed late this fall making this new baseball field at the Cow Pond facility ready for use spring of 2012. Despite some early setback, this project adds a fully functional baseball field (lights, scoreboard, etc) to the existing inventory in Groton.

2011-04 Communitywide Survey, Agriculture: This project was successfully completed fall 2011. It provided a complete inventory of active agricultural lands in Groton. In addition each Groton agricultural landowner received a digital copy of this inventory.

2012-01 Housing Trust Fund – FY 2012: The town voted to provide \$412,000.00 in seed money to the HTF for investment in local affordable housing projects. The HTF is currently working with other potential investors on the 134 Main St development project. This mixed use project will add a minimum off three affordable units to the towns existing inventory of affordable housing.

2012-04 Historic Records Restoration, Phase 4: The overall goal of this project was to preserve several hundred volumes of town records dating back to the founding of our town. These include town census, marriage licenses, meeting minutes, various permit records, property transactions, etc. This last phase completes the initial effort which was focused on preserving those volumes in greatest need of repair.

2012-05 Prescott Reuse Feasibility Assessment: The town appropriated CPA funds to look into the potential uses of this Historic Building. The committee is working with an outside consultant to determine the potential use options, underlying costs, timelines etc.

2012-08 Rehabilitation for Governor Boutwell House: The Groton Historic Society received CPA funding to rehabilitate this historic structure. The Boutwell house had fallen into disrepair over the last 20 years putting in jeopardy many of Groton historic artifacts. Using CPA funds, The Groton Historical Society is restoring this structure and creating a museum quality environment to display and protect these artifacts.

Respectfully submitted: Conservation Commission: Bruce Easom, Housing Authority: Dan Emerson, Park Commission: Laurie Smigelski, Planning Board: Carolyn Perkins, Historic Commission: Bob DeGroot, Community Members: Mike Roberts and Richard Hewitt.

## **CONDUCTORLAB OVERSIGHT COMMITTEE**

**Current Committee Members:\*** Arthur Blackman, Michelle Collette, Robert Hanninen, Mark Deuger, Susan Horowitz

**Background:** The Conductorlab facility, operated between 1958 and 1985, is located at 430 Main Street just uphill from the railroad bridge. In 1985, the town learned that the operator of the site had disposed of toxic or hazardous chemicals by burying them. In the months that followed, private wells down gradient from the site on Main, Arlington and Mill Streets, and Gratuity Road were shut down due to the contamination and town water was extended throughout the area. By this time the company had been sold and passed through a number of parent companies. All previous owners by law are what are called “responsible parties” and are subject to state regulations as interpreted and enforced by the Massachusetts Department of Environmental Protection (MADEP). The current owner is Honeywell International, Inc.

In 1996, a Class C Response Action Outcome or “Temporary Solution” was achieved at the site under the governing state regulations known as the Massachusetts Contingency Plan (MCP). Under the MCP, a “Permanent Solution” has been achieved when a condition of “No Significant Risk” of harm to human health and the environment can be demonstrated for all current and future receptors (individuals who may visit, live or work at the site). At the Conductorlab site, only a Temporary Solution has been achieved, because a condition of No Significant Risk cannot be demonstrated for all receptors, specifically for construction workers who may come into contact with soil and groundwater at the site. However, most importantly, a condition of No Significant Risk does exist for neighboring residents in off-property areas and for trespassers to the site. Honeywell continues efforts to achieve a Permanent Solution and Regulatory Site Closure which can result in some restricted uses of the land defined by permanent Activity and Use Limitations (AUL).

**Activities in 2011:** In September 2009, Honeywell and Mactec, its lead Licensed Site Professionals, implemented *in situ* chemical oxidation (ISCO) as a groundwater remedy at the site. The selected remedy consisted of injecting treatment chemicals into the subsurface to break down the trichloroethylene (TCE) and related chlorinated organics, which are the primary organic groundwater contaminants at the site. Following the September 2009 injection event, groundwater monitoring indicated an increase in hexavalent chromium concentrations, which was occurring as a side effect of the ISCO treatment. To capture the groundwater containing elevated hexavalent chromium, the groundwater recovery wells along Main Street were reactivated and groundwater was re-circulated into the ISCO system infiltration trenches at the rear of the site, as approved by MA DEP. The hexavalent chromium was treated *in situ* by applying a reducing agent, sodium metabisulfite. Applications of the bisulfite were initiated in 2009 and continued through 2010 and 2011. As of November 2011, when the Conductor Lab Committee last met with Honeywell representatives, the average concentrations of hexavalent chromium had been successfully reduced to concentrations below applicable regulatory standards. In 2011, Honeywell continued the modified TCE oxidation treatment process and TCE concentrations are below the remediation goal of 50 ppm throughout. Honeywell representatives are optimistic that the site remediation is approaching completion and that contaminant concentrations are sufficiently low and stable that they expect to stop all treatments. They will only monitor the site contaminants for the coming year as a required step to begin regulatory site closure. The Oversight Committee cautiously acknowledges the recent progress after the many years since the “temporary solution”. The Committee will continue to meet with Honeywell representatives to review site results and Honeywell plans in a March meeting. As Honeywell moves forward to site closure, the Committee will request through the Town Manager and Selectmen procedures for timely input on the site AUL.

**\*Members for part of 2011:** Kim Henry and David Hopper were members of the Committee for a portion of 2011. We note, with sadness, David's passing. Kim resigned after a corporate merger. Both David and Kim gave valuable and insightful review over many years to the Committee.

## GRAVES REGISTRATION OFFICER

As Graves Registration Officer I am responsible for placing an American flag on each veteran's grave within the Groton Cemetery and the Old Burying Ground. I also place flags at the Memorial Commons. I maintain a record of all veterans who are interred in Groton. In 2011 there were eight veterans who were laid to rest within the Groton Cemetery.



*Isabel & David Collier,  
Memorial Day 1928*

Ronald Remillett Vietnam-Air force

John McGrath Korea-Army

Harold Whitney Jr. Vietnam-Army

Frank Belitsky World War II-Army

Benjamin Mountain Korea & Vietnam-Army

John L. Hooper Korea & Vietnam-Army

Francis Griffiths Korea-Army

Robert W. Owen World War II-Navy

I am still drafting a World War I map of the Groton Cemetery which will show the locations of the existing veteran's graves. This is an ongoing task. If you have any photos of a veteran please submit a copy to me. I am compiling a photo album of veterans. You can send the photo to me care of the Town of Groton Town Hall or PO Box 212, Groton, MA 01450.

Respectfully submitted,

Debbie Beal Normandin

## GREENWAY COMMITTEE



We are an appointed committee charged with engaging in activities to protect river and stream frontage in Groton, particularly along the Nashua and Squannacook Rivers. This greenway committee is one of several greenways established by local governments to complete the protection of the Nashua and Squannacook Rivers. At one time, the Nashua River was designated one of the ten most polluted rivers in the United States. The Nashua River is greatly changed for the better and the Squannacook River has also benefited from years of attentive stewardship. The Groton Greenway encourages public access to and enjoyment of our beautiful waterways.

This past year, the Greenway Committee has advocated for trail extensions, Conservation Commission funding, restrained timber harvests, and assisting riverfront landowners interested in preserving portions of their holdings. The Greenway Committee has sponsored river festivals on the Nashua River and is working to resume those festivities in 2012.

The Groton Greenway Committee has for a number of years sought to restore the trail connection crossing the Nashua River at Fitch's Bridge either through the rehabilitation or replacement of that bridge. Fitch's Bridge is a historic metal truss bridge built circa 1898. It does not support automobile traffic and is currently impassable. The Groton Greenway is working to present residents with a chance to restore the river crossing and seeks input on whether townspeople prefer to replace or rehabilitate the old bridge.

Respectfully submitted,  
Fran Stanley

## HISTORICAL COMMISSION

2011 was a very active year having to do with Groton's history and historic preservation. The Groton Historical Commission, comprised of 7 dedicated members, sponsored another historic preservation project funded with Community Preservation Act funds documenting Groton's agricultural history and highlighting the important role it plays in Groton's sustainability. The project is the latest in a series of 5 projects that have been CPA funded showing that Residents truly believe Groton's history plays an important role in the character of our community. The Groton Historical Society as well as the Groton Fairgrounds also received historic preservation CPA funding again reinforcing the importance of historic preservation in town.

The Historical Commission has worked hard this year to get the message out as to the mission of the Commission by working as committee members on the Town's Master Plan update and by being publicly vocal when town issues threaten Groton's historic assets. We've started working with an Eagle Scout candidate to locate, photograph and document the Town's stone mile markers, which line many of our major roads directing early settlers to towns far-removed. Some of these markers were placed as early as 1785 and deserve to be protected, as a symbol of Groton's past. An old Shaker Mounting Block was identified on the Groton School property, which originally came from the Shaker Village in Harvard and was used to help Lady's get into horse drawn carriages without destroying their beautiful period dresses. The Commission worked hand in hand with those involved helping to relocate this important component of the Shaker Community to its rightful home.

On a more somber note, our beautiful, historic Groton Inn was destroyed by fire that more than likely was the result of an electrical fire. The Groton Inn was possibly the oldest continuously operated inn in the country comprised of 3 separate buildings, some having been moved from other locations in town. The oldest section is believed to be a piece of the 1678 Richardson Tavern while a rear section is believed to be an early 1700's Groton Meeting House. The loss of the Inn brought to the forefront how Residents prize our historic assets as a major factor in who we are and as contributing elements to the Town's overall character. The Historical Commission worked to document as much of the Inn's remains as possible and were allowed to selectively salvage pieces of the Inn for future generations to study.

On a more upbeat note, the historic property beside the Groton Inn known as 134 Main Street is proposing to be developed as a Groton Center mixed use development with the historic front house being retained and restored. This is a great example of a historic property going through the adaptive reuse process and the Historical Commission hopes that this will be the poster child for future development in our historic town. Historic assets are important and we should all work together to protect what we have for future generations to study and enjoy.

Respectfully,

The 2011 Groton Historical Commission  
Alvin Collins, Chairman  
Michael Roberts  
Richard Dabrowski  
Shirley Wishart  
George Wheatley  
Michael Danti  
Robert DeGroot

## OLD BURYING GROUND COMMISSION



*Aaron and Sally Lewis's stones prior to resettling. Photo Eleanor Gavazzi*

The Old Burying Ground Commission was established in March of 1991 by the Groton selectmen to safeguard the preservation of the historic stones found within the Old Burying Ground. This ancient space was first used in 1678 and the earliest marker dates from 1704. The mission of the Old Burying Ground Commission is to conserve, document and repair the headstones and footstones. It is also the objective to educate others about the stone's historical importance and to aide researchers. The repair work and resetting of the stones within the Old Burying Ground is done by licensed and insured stone mason Al Garside of Garside Monuments of Westford, MA. Mr. Garside and his grandson J. T. Smith do an excellent job for us each year. In 2011 they straightened and reset the extremely large and heavy stones of Aaron Lewis (d.1849) and his wife Sally Lewis (d.1832) within quadrant 2. These two stones were in danger of tipping and breaking but they now have been securely reset.

The Old Burying Ground has very large trees within that were hand selected by Governor George Boutwell in 1876. The height and age of these trees requires the professional pruning services of a licensed and insured arborist. In April Dave Mead of Mead Tree and Landscape LLC and George Brackett of Sierra Tree Service pruned these large trees of their winter damage. This work was completed free of charge to the town in honor of Arbor Day. We appreciate the efforts of these two gentlemen for keeping the trees healthy and the Old Burying ground safer for all.

Upon request of Joann Sueltenfuss Director of Continuing Community Education at Nashoba Valley Technical High School Eleanor Gavazzi hosted a tour of the Old Burying Ground in October. This tour meandered throughout the four quadrants of the OBG and was attended by about forty individuals who were interested in the fascinating history surrounding the old stones. A request for future tours to be given has already been received. On the same note Eleanor Gavazzi has completed and printed her first tour book of the Old Burying Ground entitled We Were Alive in 1775 A Walking Tour of the Old Burying Ground. The tenth grade students of GDRHS will be using this book as part of their curriculum in the spring. To obtain a copy of this book please contact Eleanor Gavazzi directly.

If you have any questions or concerns about the Old Burying Ground you may contact us through the Groton Town Hall. We look forward to another productive year in 2012.

Respectively Submitted Ellen Hargraves, Marcia Beal Brazer, Debbie Beal Normandin, Amanda Gavazzi, Ken Lefabvre

Respectfully submitted,

Eleanor Gavazzi

## SEALER OF WEIGHTS AND MEASURES



As Inspector I have to annually attend a fifteen-hour course that gives updates or any changes in the laws and procedures that helps me to carry out my job more proficiently. Anyone acquiring a new or replacement scale must have them officially checked and sealed before they can be used. Any questions or appointments can be made through the Selectmen's Office at the Town Hall by calling 978-448-1111 or by calling myself at 978-597-8855.

This year I had to go back to the new Prime Gas Station twice to redo the pumps. The pumps would not hold their value and they gave away a large amount of product.

The following inspections for accuracy were performed during the year of 2011.

- 13 Gasoline Pumps
- 18 Fuel nozzles with computer pumps
- 52 Scales of various sizes
- 2 Apothecary Scales
- 1 Large Capacity Truck Scale

In completing my eighth year in this position, I am looking forward to continuing to serve in this capacity.

Respectfully Submitted,

Eric Aaltonen,  
*Sealer of Weights and Measures*

## **SCHOLARSHIP COMMISSION**

The Groton Scholarship Committee's charter charges its group of 6 volunteers with raising funds to award scholarships to select Groton resident high school seniors who are continuing their education at a 2-year or 4-year college or trade school. The only requirement for applicants is that they are a resident of Groton. They may attend any high school, public or private, inside or outside of Groton. Factors considered in selecting the recipients include the applicant's character references, scholastic record, community involvement, extracurricular school activities, and financial need.

Last year was the tenth year in a row that the committee actively raised funds and provided awards to qualifying high school seniors. As a result of the generosity of Groton residents and businesses, over \$4,000 was raised and \$500 scholarships were awarded to 8 deserving students. Since the inception of the Groton Scholarship, over \$60,000 has been raised and over 80 scholarships have been awarded to high school seniors from Groton.

The committee's goal for this year is to raise \$5,000 and to provide more scholarships to qualified students. Ultimately, the number and size of the scholarships awarded in 2012 will be based upon the progress made against this goal. The committee once again looks forward to awarding scholarships to deserving recipients from Groton who graduate in 2012.

Respectfully Submitted,

Robinson C. Moore, Chair  
Berta Erickson  
Jeannie Erickson  
Peter Myette  
Barbara Ritz  
Mary Ellen Sweeney



## **SUSTAINABILITY COMMISSION**

Sustainability is the commitment to adopt practices that support and balance the social, economic and environmental aspects of our community, now and into the future. – Groton Sustainability Commission

In 2008 the Board of Selectmen established a Sustainability Commission and appointed nine members. In 2011 the Commission continued its role in information gathering and developing connections with other boards, commissions and organizations in town. In addition we have continued the process of establishing a baseline measurement of the town's current level of sustainability in each of the three areas of economy, environment and society/community. A key feature of 2011 was the invited participation of members of the Sustainability Commission on each of the subject matter committees of the Master Plan development process. As a result sustainability has become an integral component of each chapter of Groton's new Master Plan. Plans for the work of 2012 include the development of a Sustainability Plan using the eight core elements of the Master Plan as "indicators" of sustainability practice and action for Groton. In addition we had a presentation from town member Sue Lotz on the concept of "Gross National Happiness" in the Kingdom of Bhutan as opposed to "Gross National Product", a concept which Seattle and other communities have embraced here in the U.S. Our challenge is to integrate the notion of Community Happiness with implementing Master Plan recommendations. A further challenge is to meet the demands of some of our commissioners that tangible progress be made in community education and action on becoming a more sustainable community. The Commission is actively seeking additional members to bring it up to full authorized strength.

The charge of the Commission is:

**Purpose:** The purpose of the Sustainability Commission is to focus and integrate the Town's sustainability efforts and to inspire it to become a measurably sustainable community.

**Responsibilities:**

- Raise awareness and educate town officials and townspeople on sustainability concepts and trends
  - Use the insights of all stakeholders to increase our collective understanding
- Provide sustainability materials and advice for town plans, policies, and operations
  - Find and develop deep expertise in the key aspects of community sustainability, including:
    - the environment, the economy, and society
    - the challenges, including the rapidly increasing price of energy and other resources, global warming and climate change, and economic uncertainty
    - the solutions that appear to be working in other communities, increasing community self-reliance and resilience
    - the local impacts of sustainability aspects that are best addressed at the state, regional, national, and/or international levels
  - Provide a clearing house for sustainability information
  - Assist in preparing grant applications for projects that improve Groton's sustainability
  - Provide technical assistance and research on sustainability issues
- Identify opportunities for improved collaboration to enhance sustainability
  - Identify key sustainability metrics for Groton and measure them to establish a baseline for measuring improvements
  - Develop a public, community-wide understanding of local sustainability conditions, goals, target metrics, and approaches
  - Capture this understanding in an update to the Groton 2020 vision ("Planning for Groton's Next Seven Generations") in coordination with the Town's Planning Board
- Propose specific sustainability initiatives and actions, including energy efficiency
  - Prioritize initiatives to focus first on those with a large payback for relatively little effort and expenditures
  - Work with stakeholders to get actions included in stakeholder-specific plans
  - Execute those aspects of the plan that should be addressed directly by the Sustainability Commission
- Regularly review and report on progress toward sustainability
- Prepare an annual report to inform the Town on how well the Town is achieving its goal to become a sustainable community

## **TOWN FOREST COMMITTEE**

The Groton Town Forest is an approximately 500-acre parcel located in West Groton on the bank of the Nashua River. This land is a managed forest that is harvested in different areas periodically. This year the Town Forest Committee with the expertise of their professional forester has marked an area of approximately 65 acres for selective harvesting. An informational site walk was advertised and held to explain the procedure to those attending.

It is expected that the harvest would begin after November 1<sup>st</sup> 2011 and be completed by March 15<sup>th</sup> 2012.

Many trees were damaged by the Halloween snow storm and we appreciate the help of the Trails Committee in cleaning up the trails.

The Forest also provides an area for multiple passive recreational uses. However, please be mindful that much of the forested land abutting the Town Forest is private property and not Town land. Please do not abuse Town land or the land of our neighbors.

The Annual Town Forest Trails Race was held in the Town Forest again this year.

The Forest was also used for mock fox hunts by the Old North Bridge Hounds of Concord, MA which has members who are Groton residents.

The Forest was used several times by local Boy Scout troops for camping and continues to be used for hiking, walking, horseback riding, mountain biking and other passive activities.

- *Motor vehicle use of all types is prohibited.*
- *Please report any suspicious activity to the Police Dept.*

As a reminder hunting is allowed and anyone using the Forest should be aware of the season and take necessary precautions.

Respectfully submitted,

Stephen L. Babin, Chairman

John P. Sheedy, Vice Chairman

Carter Branigan, Clerk

## TRAILS COMMITTEE

The Groton Trails Committee (GTC), assisted by local volunteers, undertook a number of major cleanup, **maintenance and marking projects** throughout the year. Wet snow from the “**Halloween storm**” in late **October**, freezing on still-leaved trees, did significant damage to the town and heavily blocked most trails with fallen trees. This storm caused more damage to the trails than the memorable ice storm of December 2008. A series of clean-up work parties was organized in November and December to clear, and in some cases re-mark, the most used trails. On December 27<sup>th</sup> a record number of people showed up to help, 13, on the Longley II/Cronin lands cleanup. Trail damage was massive. All 13 were needed and all trails were completely opened in one day!

Beginning in May, the following properties’ trail systems received routine **brush clearing**, and in some cases **mowing**, attention: the GDRHS cross country course/hiking trail, Surrenden Farm, Hawtree, Groton Hills, Sawtell, Hurd, Bates-Blackman, Northwoods, Groton Woods, Batten Woods, Groton Town Forest (five different days), Farmers and Mechanics Club site, Gamlin Crystal Springs, Gamlin Esker, Wiewel (Skyfields area), the Throne, Duck Pond, Gibbet Hill, Still Meadow, Johnston (West Groton) and the Taisey Conservation Restriction at Partridgeberry. Over **70 non-GTC volunteers** participated with GTC in these projects - a total of 275 person-hours of effort was expended. His colleagues on the GTC wish to note the dedication of Paul Funch, who orchestrated, and personally participated in almost every one of these projects.

The GTC assisted once again with the Squannacook River Runners who sponsored the **14<sup>th</sup> Annual Groton Town Forest Trail Races** in October. These races are put on to raise awareness of our conservation lands and to help fund the GTC’s trail building and maintenance activities as well as purchase of specialized tools. Groton’s own Steve O’Brien beat the 9.5 mile course record he set last year by 14 seconds, with a time of 55:26.

In the fall, Christopher Marsh, a candidate for Eagle Scout in Groton Troop 3, completed an ambitious two-year-long and very valuable leadership service project for the GTC that will revolutionize our ability to present **interactive maps of trails in conservation areas** to our website users. A formal ceremony acknowledging the value of Chris’s accomplishments on behalf of the people of Groton was held in the Town Hall on December 6th. Chris also donated to the GTC two Garmin GPS units and the remaining \$470 of funds he raised.

Our website, [grotontrails.org](http://grotontrails.org), under continuous development and maintained by John Lynch, continues to attract interest from people who want to find trail maps, keep abreast of our work and who wish to participate in maintenance projects. Special appreciation is expressed to Dean Marsh who has contributed many hours, invaluable expertise and dozens of miles of GPS tracks to the interactive trail maps begun by his son, Christopher.

GTC lead five **public hikes**, from October through December, through Gamlin Crystal Springs, the Gamlin Esker trail, the Throne, Brooks Orchard and Surrenden Farm. A total of 86 people and eight dogs participated. Dave Minott organized this program.

**Bruce Easom** resigned from the committee in August after thirteen very productive years of service. We are grateful for his time with us, and will miss Bruce very much. In October, **John Wiesner** was appointed to fill the open spot. John had been helping with maintenance projects for some time prior.

Respectfully submitted,

Edward Bretschneider  
Paul G. Funch, Chair  
Wendy A. Good  
Stephen A. Legge  
John Lynch

David Minott  
Joachim Preiss, Vice Chair  
Alan W. Taylor  
John Wiesner

# **APPENDIX**



**Elected Officials**

**Appointed Committee Members**

**Spring Town Meeting Warrant/Minutes**

**Fall Town Meeting Warrant/Minutes**

**Election Results**

**Town Account Financials**

## **ELECTED TOWN OFFICIALS**

**(in alphabetical order)**

### **ASSESSORS, BOARD OF**

Jenifer Evans	2012
Rena Swezey	2013
Garrett Boles	2014

### **ELECTRIC LIGHT COMMISSIONERS**

Kevin J. Lindemer	2012
Rodney R. Hersh	2013
Chris Christie	2014

### **GDRSD SCHOOL COMMITTEE**

Alberta Erickson	2012
Alison Manugian	2012
John Giger	2013
Leslie Lathrop	2013
Jon Sjoberg	2014

### **HEALTH, BOARD OF**

Susan H. Horowitz	2012
Robert Fleischer	2013
Jason Weber	2014

### **HOUSING AUTHORITY**

Alicia S. Hersey	2012
Brooks T. Lyman	2014
Norma L. Millett	2014
Ellen G. Todd	2015
Daniel C. Emerson	State appt'd

### **MODERATOR**

Robert L. Gosselin	2012
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### **PARK COMMISSIONERS**

David C. Howes	2012
Donald R. Black	2013
Jeffrey A. Ohringer	2013
Jonathan Strauss	2014
Laurie Smigelski	2014

### **PLANNING BOARD**

Raymond C. Capes	2012
Russell Burke	2012
Carolyn A. Perkins	2012
John Giger	2013
George E. Barringer, Jr.	2013
Jason Parent	2014
Scott O. Wilson	2014

### **SELECTMEN, BOARD OF**

George F. Dillon, Jr.	2012
Joshua A. Degen	2013
Stuart M. Schulman	2013
Anna Eliot	2014
Peter S. Cunningham	2014

### **SEWER COMMISSIONERS**

Thomas D. Hartnett	2012
James L. Gmeiner	2013
Thomas Orcutt	2014

### **TOWN CLERK**

Michael Bouchard	2012
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### **TRUST FUNDS, COMMISSIONERS OF**

Joseph E. Twomey	2012
Diane Hewitt	2013
Thomas D. Hartnett	2014

### **TRUSTEES OF PUBLIC LIBRARY**

Kristen Von Campe	2012
Jane R. Allen	2012
Mark Gerath	2013
Nancy Wilder	2013
Susan Hughes	2014
John Kelly	2014

### **WATER COMMISSIONERS**

Gary Hoglund	2012
Alvin Collins*	2013
James L. Gmeiner	2014

\*Resigned

\*\* Deceased

**OFFICIALS APPOINTED BY  
THE  
BOARD OF SELECTMEN**

**TOWN MANAGER**  
Mark W. Haddad 2013

**TOWN COUNSEL**  
David J. Doneski, Esq 2012

**POLICE CHIEF**  
Donald L. Palma, Jr. 2013

**FIRE CHIEF**  
Joseph Bosselait 2014

**OFFICIALS APPOINTED BY  
THE  
TOWN MANAGER**

**ANIMAL CONTROL OFFICER**  
R. Thomas Delaney, Jr. 2012

**ANIMAL INSPECTOR**  
George Moore 2012

**BUILDING COMMISSIONER**  
Milton Kinney Indef.  
Mark Dupell\*

**BUILDING INSPECTOR**  
Donald Kinney 2012

**COMMUNICATIONS OFFICERS**  
April Moulton 2012  
Sarah E. Powers 2012  
Darlene A. Touchette 2012  
Edward J. Bushnoe 2012  
Paul E. Martell (Part time) 2012  
Warren Gibson 2012  
Michael MacGregor 2012  
Jonathan Shattuck (Part Time) 2012

\*Resigned  
\*\* Deceased

**CONSERVATION ADMINISTRATOR**  
Barbara Ganem Indef.

**CONSTABLES**  
George Rider 2012  
Brian O. Downes 2013  
George Moore 2013  
William H. Grennell 2014  
Frederick Correia 2014

**COUNCIL ON AGING DIRECTOR**  
Martha Campbell Indef.

**DATABASE COORDINATOR**  
April Moulton 2012

**DOG OFFICER**  
Susan Hogan 2012

**EARTH REMOVAL INSPECTOR**  
Michelle Collette 2012

**ELECTION WORKERS**  
Barbara Avey 2012  
Florine Bakke 2012  
Maureen Beal 2012  
Marcia Birmingham 2012  
Audry Bryce 2012  
Laurie Bonnett 2012  
Marvin Caldwell 2012  
Jane Chalmers 2012  
Carol Chalmers 2012  
Margaret Connolly 2012  
Anthony Corsetti 2012  
Irene Corsetti 2012  
Joan Crouteau 2012  
Jean Cummings 2012  
Carol Daigle 2012  
Dorothy Davis 2012  
Alberta Erickson 2012  
Carl Flowers 2012  
Norma Garvin 2012  
Louise Gaskins 2012  
Joan Guimond 2012  
Ellen Hargraves 2012  
Richard Hewitt 2012  
April Iannacone 2012

Edward Kopec	2012
Stephen Legge	2012
Lorraine Leonard	2012
Cindy Martell	2012
Mary McGrath	2012
Kathy Morin	2012
Eileen Navien	2012
John Ott	2012
Lisa O'Neil	2012
Geraldine Perry	2012
Nancy Pierce	2012
Peg Russell	2012
Connie Sartini	2012
Stuart Shuman	2012
Arestothea Staub	2012
Alberta Steed	2012
Rena Swezey	2012
Janet Thompson	2012
Ramona Tolles	2012
Ann Walsh	2012
Margaret Wheatley	2012
Michael Woods	2012

#### **ELECTRICAL INSPECTOR**

Edward Doucette	2012
John Dee III (Alternate)	2012

#### **FENCE VIEWER**

George Moore	2012
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#### **FIELD DRIVER**

George Moore	2012
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#### **GOLF & POOL CENTER MANAGER**

Robert Whalen	Indef.
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#### **GRAVES REGISTRATION OFFICER**

Deborah Beal Normandin	2012
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#### **HARBOR MASTER**

Donald L. Palma, Jr.	Indef.
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#### **HAZ-MAT COORDINATOR**

Joseph Bosselait	Indef.
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#### **HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER**

Kathleen LeBlanc	2012
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\*Resigned

\*\* Deceased

#### **HUMAN RESOURCES DIRECTOR**

Kathleen LeBlanc	Indef.
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#### **IT DIRECTOR**

Jason Bulger	Indef.
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#### **KEEPER OF THE TOWN CLOCK**

Paul Matisse	2012
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#### **LAND USE DIRECTOR**

#### **TOWN PLANNER**

Michelle Collette	Indef.
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#### **LOCAL LICENSING AGENT**

Donald L. Palma, Jr.	2012
James Cullen	2012

#### **MEASURER OF WOOD AND BARK**

Evan C. Owen	2012
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#### **MOTH SUPERINTENDENT**

R. Thomas Delaney, Jr.	2012
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#### **NIMS COORDINATOR**

Donald L. Palma, Jr.	2012
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#### **PARKING CLERK**

Kathy E. Morin	2012
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#### **PLUMBING AND GAS INSPECTOR**

Robert Friedrich	2012
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#### **PRINCIPAL ASSESSOR**

Rena Swezey	Indef.
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#### **POLICE DEPARTMENT**

#### **Matrons**

April Moulton	2012
Deborah Richardson	2012
Darlene A. Touchette	2012
Sarah E. Power	2012
Beverly Jeddrey	2012
Kathy Newell	2012

**Officers**

Nicholas Beltz	2012
Robert Breault	2012
Peter Breslin	2012
Gordon Candow	2012
James Cullen	2012
Derrick Gemos	2012
Kevin Henehan	2012
Rachel Mead	2012
Dale Rose	2012
Edward P. Sheridan	2012
Corey Waite	2012
Paul R. Connell	2012
Jason Goodwin	^
Irmin Pierce	^
^= Civil Service Officers	
Richard Elie*	
Jeffrey Gigliotti*	

**Reserve Officers**

George Aggot	2012
Bethany Evans	2012
Rachel Robinson	2012
Stephen McAndrew	2012
Edward Bushnoe	2012

**Groton Special Officers**

Jack Saball	2012
Jack Balonis	2012
George Rider	2012
Kathy Newell	2012
Gregory Steward	2012

**PUBLIC WORKS DIRECTOR**

R. Thomas Delaney	2012
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**ROAD KILL OFFICER**

Steven Mickle	2012
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**SEALER WEIGHTS & MEASURES**

Eric Aaltonen	2012
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**SURVEYOR OF WOOD/LUMBER**

R. Thomas Delaney, Jr.	2012
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**TOWN ACCOUNTANT**

Valerie D. Jenkins	2012
Patricia Dufresne, <i>Accountant in Training</i>	

\*Resigned

\*\* Deceased

**TOWN DIARIST**

M. Constance Sartini	2012
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**TREASURER/COLLECTOR**

Victoria Smith	2012
Christine H. Collins *	2012

**TREE WARDEN**

R. Thomas Delaney	2012
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**VETERANS' SERVICE OFFICER**

Robert C. Johnson	2012
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**WATER SUPERINTENDENT**

Thomas Orcutt	Indef.
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**COMMITTEES &  
COMMISSIONS  
APPOINTED BY THE BOARD  
OF  
SELECTMEN**

**AFFORDABLE HOUSING TASK FORCE**

Craig S. Auman	2012
Peter S. Cunningham	2012
Carolyn A. Perkins	2012
Teresa M. Ragot	2012
Martha A. Campbell	2012
Joshua A. Degen	2012

**AFFORDABLE HOUSING TRUST FUND**

Colleen Neff	2012
Stuart M. Schulman	2012
Allen King	2012
Joshua A. Degen	2013
David Wilder	2013

**BOARD OF REGISTRARS**

Dale A. Martin	2012
Michael Bouchard – Town Clerk	2012
Carol Quinn	2013
Susan S. Slade	2014
Georgess C. McHargue**	



**BY-LAW REVIEW & STUDY  
COMMITTEE**

Michael Bouchard	2012
Mark W. Haddad	2012
Peter S. Cunningham	2012
Steven Webber	2012

**COMMUNITY PRESERVATION  
COMMITTEE**

Daniel Emerson (Housing Auth)	2012
Laurie Smigelski (Parks)	2012
Robert DeGroot (Historical)	2013
Bruce Easom (Conservation)	2013
Carolyn A. Perkins (Planning)	2013
Michael Roberts (BOS)	2014
Richard Hewitt (BOS)	2014

**CONSERVATION COMMISSION**

Marshall E. Giguere	2012
David Pitkin	2012
William Neacy	2012
Peter A. Morrison	2013
Nadia Madden	2013
Craig S. Auman	2014
Bruce H. Easom	2014

**COUNCIL ON AGING**

Michelle Theroux	2012
Mildred Wells	2012
Hester Newbury	2013
Cynthia Thompson	2013
Charlotte Carkin	2013
Maydelle Gamester	2013
Carl Flowers	2014
Frances Goldbach	2014

**ECONOMIC DEVELOPMENT  
COMMITTEE**

Anna Eliot	2012
Peter Myette	2012
Michael Rasmussen	2012
James Ryan	2012
Jane Bouvier	2012
Gus Windmayer	2012
Russell Burke	2012

\*Resigned

\*\* Deceased

**FINANCE COMMITTEE**

Peter DiFranco	2012
Gary Green	2012
Steven Webber	2012
Joseph Crowley	2013
Michael Flynn	2013
Jay Prager	2014
Robert Hargraves	2014

**HOUSING PARTNERSHIP**

Peter S. Cunningham	2012
Theresa M. Ragot	2012
Michelle Collette	2012
Carolyn A. Perkins	2012
Alicia Hersey	2012

**LOCAL CULTURAL COUNCIL**

Iva Gardner	2013
Harrie Sloodbeek	2013
Madeleine Walsh	2013
John Madigan	2015
Martha McClure	2015
Frank Conahan	2016
Pat Hartvigsen	2016
Timothy Hess	2016
Joni Parker-Roach	2016

**LOST LAKE SEWER COMMITTEE**

Angela C Garger	2012
Carol Quinn	2012
Thomas Orcutt	2012

**LOWELL REGIONAL TRANSIT  
AUTHORITY**

Paul A. Rothier	2012
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**MBTA ADVISORY BOARD**

Daniel Chamberlin	2012
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**MILITARY COMMUNITY COVENANT**

George F. Dillon, Jr.	2012
Peter S. Cunningham	2012
Anna Eliot	2012
Peter Braudis	2012
Steven Webber	2012
Elbert Tompkins	2012
Robert Johnson	2012
Kevin McKenzie	2012

**MONTACHUSETT REGIONAL  
TRANSPORTATION COMMITTEE**

Anna Eliot	2012
David Manugian	2012

**MONTACHUSETT REGIONAL  
PLANNING COMMITTEE**

Anna Eliot	2012
David Manugian	2012

**NASHOBA VALLEY REGIONAL  
TECHNICAL SCHOOL COMMITTEE**

Kevin M. McKenzie	2012
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**SCHOLARSHIP COMMITTEE**

Alberta Erickson	2012
Jeanie Erickson	2012
Peter C. Myette	2012
Robinson C. Moore	2014
Mary Ellen Sweeney	2014
Barbara P. Ritz	2014

**SUSTAINABILITY COMMITTEE**

Carol Canner	2012
Chris Christie	2012
Carl Flowers	2012
Richard Hewitt	2012
Leo Laverdure	2012
Michael Roberts	2012
Lisa Wiesner	2012
Chase Duffy**	

**ZONING BOARD OF APPEALS**

Megan Mahoney (Alternate)	2012
Bruce Easom (Alternate)	2012
Carol Quinn (Alternate)	2012
Mark E. Mulligan	2012
Jay Prager	2013
Alison S. Manugian	2013
Cynthia A. Maxwell	2014
Robert C. Cadle	2014
Chase Duffy **	

**COMMITTEES &  
COMMISSIONS  
APPOINTED BY THE  
TOWN MANAGER**

**AGRICULTURAL COMMISSION**

Sean O'Neill III	2012
Meredith Scarlet	2013
George Moore	2013
John Smigelski	2014
Susan Colt Wilcox	2014

**ARCHIVES COMMITTEE**

Norma Garvin	2012
George Wheatley	2012
Michael Bouchard	2012
Michael Roberts*	

**BOARD OF SURVEY**

Evan C. Owen	2012
Building Inspector	2012
Fire Chief	2012

**BUILDING COMMITTEE**

Halsey Platt	2012
Michael Bouchard	2012
Jeremy Januskiewicz	2012
Lynwood Prest	2012
Sue Daly	2012

**CABLE ADVISORY COMMITTEE**

Dorothy N. Davis	2012
David Melpignano	2012
Janet Vartanian	2012
Neil Colicchio	2012
Jane Bouvier	2012

**COMMISSION ON ACCESSIBILITY**

Margaret M. McPartlan	2012
Robert Fleischer	2012
Emil Reschsteiner	2012
Mark Shack	2012
Alan Taylor	2012

\*Resigned

\*\* Deceased

**COMMUNITY EMERGENCY  
RESPONSE COORDINATOR**

Donald Palma	2012
William Shute	2012
Tom Delaney	2012
Joseph Bosselait	2012

**CONDUCTORLAB COMMITTEE**

Arthur R. Blackman	2012
Michelle Collette	2012
Robert Hanninen	2012
Mark Deugar	2012
Kim M. Henry*	

**EARTH REMOVAL ADVISORY  
COMMITTEE**

R. Thomas Delaney, Jr.	2012
Robert Hanninen	2013
Nadia Madden	2013
Edward A. Perkins	2014
Ray Capes	2014

**EMERGENCY MANAGEMENT**

Stephen Byrne	2012
Martha Campbell	2012
Francis Cusak	2012
Daniel Daigneault	2012
R. Thomas Delaney	2012
Edward Doucette	2012
Heather Emslie	2012
Carl Flowers	2012
Norma Garvin	2012
Anthony Hawgood	2012
Susan Horowitz	2012
Leroy Johnson	2012
Robert Johnson	2012
Stephen Legge	2012
Catherine Lincoln	2012
Joel Magid	2012
Steven Mickle	2012
Mark Miller	2012
Steven Moulton	2012
Thomas Orcutt	2012
Donald L. Palma	2012
Kathy Puff	2012
Earl Russell	2012
William Shute	2012
Laurie Smigelski	2012

\*Resigned

\*\* Deceased

Lawrence Swezey	2012
George Moore	2012
Mark Haddad	2012
Holly Jarek	2012
Kevin Kelly	2012
Elaine Johnson	2012
Sara Hewitt	2012
Gordon Newell	2012
Benjamin Podsiadlo	2012
Joseph Bosselait	2012

**GREAT POND ADVISORY COMMITTEE**

Francoise D. Forbes	2012
Susan H. Horowitz	2012
Lawrence Swezey	2012
William Strickland	2012
Cheney Harper	2012
Art Prest	2012
Marshall Giguere	2012
Cynthia Swezey	2012
Alexander Woodle	2012

**GREENWAY COMMITTEE**

Stacey Billings Chilcoat	2012
Marion R. Stoddart	2012
Carol Coutrier	2012
David Pitkin	2012
Fran Stanley	2012

**HISTORICAL COMMISSION**

Michael Roberts	2012
Robert G. DeGroot	2013
George Wheatley	2013
Michael Danti	2013
Richard C. Dabrowski	2014
Shirley Wishart	2014
Alvin Collins, Jr.*	

**HISTORIC DISTRICTS COMMISSION**

Patricia E. Hardy	2012
Laura R. Moore	2012
Maureen C. Giattino	2012
Gina Perini	2013
Richard P. Chilcoat	2013
Daniel J. Barton	2014
Sanford Johnson	2014
Sheila Harrington*	

**INSURANCE ADVISORY COMMITTEE**

Jack E. Balonis	2012
Gordon Candow	2012
Paula D. Martin	2012
April L. Moulton	2012
Ann F. Walsh	2012
David Roy	2012
Paul Connell	2012
Barbara Cronin	2012
Thomas Orcutt	2012
Paul McBrearty	2012
Derrick Gemos	2012
Kathleen LeBlanc	2012

**OLD BURYING GROUND COMMITTEE**

Ellen T. Hargraves	2012
Deborah Beal Normandin	2012
Marcia Beal-Brazer	2012
Kenneth A. LeFebvre	2012
Amanda Gavazzi	2012

**RECYCLING COMMITTEE**

Michael D. Brady	2012
Tessa David	2012
R. Thomas Delaney, Jr.	2012
Jamie E. King	2012

**REGIONAL EMERGENCY PLANNING COMMITTEE**

Donald Palma	2012
Joseph Bosselait	2012
William Shute	2012

**SIGN COMMITTEE**

Patrice Garvin	2012
Jason N. Kauppi	2012
Mark W. Haddad	2012

**TOWN FOREST COMMITTEE**

Carter Branigan	2012
John Sheedy	2013
Stephen L. Babin	2014

**TRAILS COMMITTEE**

John Wiesner	2012
Paul G. Funch	2012
Wendy A. Good	2012
Stephen A. Legge	2012
Joachim Preiss	2012
Edward Bretschneider	2012
David H. Minott	2012
Alan W. Taylor	2012
John Lynch	2012
Bruce Easom*	

**WEED HARVESTER COMMITTEE**

Bradley D. Harper	2012
Garrett Durling	2012
Erich Garger	2012
William Strickland	2012
Stephen Marranzini	2012

**WILLIAMS BARN COMMITTEE**

Bradbury B. Smith	2012
Karen Stone	2012
Joseph Twomey	2012
Sandra Tobies	2012
Alfred L. Wyatt	2012
Leo R. Wyatt	2012

\*Resigned

\*\* Deceased

**SPRING TOWN MEETING WARRANT  
APRIL 25, 2011**

**Town Moderator:** Robert L. Gosselin, Sr.  
**Deputy Town Moderator:** Jason Kauppi  
**Town Clerk:** Michael F. Bouchard  
**Board of Selectmen:** Stuart M. Schulman, Chairman; Anna Eliot, Vice Chairman; Peter S. Cunningham, Member; Joshua A. Degen, Member; George F. Dillon, Jr., Clerk  
**Finance Committee:** Jay M. Prager, Chairman; Steven Webber, Vice Chair; Joseph Crowley; Gary Green; Peter J. DiFranco; Michael F. Flynn; Robert Hargraves

**Town Manager:** Mark W. Haddad  
 Patrice Garvin, Executive Assistant

**Proceedings:**

The meeting was called to order at 7:02 PM on April 25, 2011. Moderator Robert Gosselin presided.

**Announcements and opening business:**

- Candidates Night for contested seats at the Annual Town Election will be held Tuesday, May 10, 2011 7:30 PM at the Groton Senior Center.
- The Chair sought unanimous consent to appoint Jason Kauppi as Deputy Moderator, according to the provisions of the Groton Town Charter Chapter 2 Section 2. Unanimous consent of the meeting was given. The Clerk administered the oath to Mr. Kauppi.
- Mr. Charles Elwood, a Purple Heart Recipient from World War II, led the meeting in the Pledge of Allegiance.

It was determined that the warrant was duly posted. The reading of the warrant was waived by unanimous vote.

Middlesex, ss.

Commonwealth of Massachusetts

To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the twenty-fifth day of April, 2011 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the seventeenth day of May, 2011 at an adjourned session thereof to give their ballots for:

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

Vote for Two	Park Commission	3 Years
Vote for Two	Planning Board	3 Years
Vote for One	Sewer Commission	3 Years
Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years

**ARTICLE 1: HEAR REPORTS**

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

**BOARD OF SELECTMEN**

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

**Finance Committee:** *No position*

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

**Mover:** Stuart Schulman

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

**Quantum of Town Meeting Vote:** Majority

**Scheduled to Give Reports:** Planning Board

Community Preservation Committee; Center Fire Station Location Committee; West Groton Sewer Committee

**Moved and Seconded**

**Minutes:**

- This meeting was proclaimed as the Chase Duffy Spring Town Meeting in recognition of her many contributions to the town.
- Planning Board Chair, Ray Capes, provided an update of the Town's Master Plan activities.
- Carolyn Perkins, CPC Chair, provided an update associated with Articles 14 and 15. The complete report is in the Information Packet appendix to these minutes.
- George Barringer, West Groton Sewer Study Committee, announced that the Committee recommends that the Town discontinue this study and disband the committee. The full report is an appendix to these minutes.
- The Central Fire Station Location Study Committee is deferring its report until an adjourned session of this Town Meeting, in conjunction with the Special Town Meeting Article 6.

**Vote:** No Vote was necessary on Article 1.

**ARTICLE 2: APPLY FOR GRANTS**

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

**BOARD OF SELECTMEN**

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

**Finance Committee:** *Recommended Unanimously*

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

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to apply for Federal and State Grants for which the Town is or may be eligible and to expend the funds received thereunder.

**Quantum of Town Meeting Vote Majority**

**Moved and Seconded**

**Vote on Article 2: Unanimous**

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**ARTICLE 3: ELECTED OFFICIALS' COMPENSATION**

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

Selectman (four)	\$ 760
Town Clerk	\$ 63,000
Board of Selectmen, Chairman	\$ 910
Town Moderator	\$65
Board of Assessors, Chairman	\$ 910
Assessor (two)	\$760

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

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: Stuart Schulman**

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

Selectman (four)	\$ 760
Town Clerk	\$ 63,000
Board of Selectmen, Chairman	\$ 910
Town Moderator	\$65
Board of Assessors, Chairman	\$ 910
Assessor (two)	\$760

for the ensuing year.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 3: Unanimous**

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**ARTICLE 4: WAGE AND CLASSIFICATION SCHEDULE**

To see if the Town will vote to amend and adopt for Fiscal Year 2012 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** This article proposes no wage and salary classification adjustment for FY 2012 for employees covered by the Personnel Bylaw.

**Mover: George Dillon**

**MOTION:** I move that the Town vote to amend and adopt for Fiscal Year 2012 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2011 Spring Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Minutes:**

- The Groton Pool and Golf Center General Manager and Golf Course Superintendent positions were added to the Wage and Classification schedule

**Vote on Article 4: Unanimous**

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**ARTICLE 5: FISCAL YEAR 2012 ANNUAL OPERATING BUDGET**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for the next fiscal year (2012), and act upon the budget of the Finance Committee, or to take any other action relative thereto.

**FINANCE COMMITTEE**

**BOARD OF SELECTMEN**

**TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: George Dillon**

**MOTION:** I move that the Town vote to raise and appropriate and transfer from available funds such sums of money as may be necessary to defray the expenses of the Town for the next Fiscal Year (2012) and act on the budget of the Finance Committee.

**Quantum of Town Meeting Vote: Majority**

**Minutes:**

- Finance Committee Report (included in Information Packet)

**ARTICLE 5 - MOTION 1: GENERAL GOVERNMENT**

**Mover: Jay Prager**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,572,840 for General Government as represented by lines 1000 through 1182 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 1: Unanimous**

**ARTICLE 5 - MOTION 2: LAND USE DEPARTMENTS**

**Mover: Michael Flynn**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$373,528 for Land Use Departments as represented by lines 1200 through 1281 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 2: Unanimous**

**ARTICLE 5 - MOTION 3: PROTECTION OF PERSONS & PROPERTY**

**Mover: Steven Webber**

**MOTION:** I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$110,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$2,547,966 for a total of \$2,657,966 for Protection of Persons and Property as represented by lines 1300 through 1372 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 3: Unanimous**

**ARTICLE 5 - MOTION 4: SCHOOLS**

**Mover: Robert Hargraves**

**4 a.) Nashoba Valley Regional Technical High School**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$460,799 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Minutes:**

- NVRTHS budget request is down 14% from FY2011
- Presentation was deferred. Included in Information Packet

**Vote on Article 5 – Motion 4 a : Unanimous**

**4 b.) Groton Dunstable Regional School District**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$16,042,856 for the Groton Dunstable Regional School District as represented by Lines 1410 through 1413 in the Budget.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Minutes:**

- GDRSD budget request is down 1.42% from FY2011
- Superintendent Mastrocola addressed the meeting
- Presentation is included in Information Packet

**Vote on Article 5 – Motion 4 b : Unanimous**

**ARTICLE 5 - MOTION 5: DEPARTMENT OF PUBLIC WORKS**

**Mover: Joseph Crowley**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,894,629 for the Department of Public Works as represented by lines 1500 through 1561 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Minutes:**

- Thank you to the DPW for excellent work, especially during the winter months

**Vote on Article 5 – Motion 5 : Unanimous**

**ARTICLE 5 - MOTION 6: LIBRARY AND CITIZEN'S SERVICES**

**Mover: Peter DiFranco**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$1,529,841 for Library and Citizen's Services as represented by lines 1600 through 1703 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Minutes:**

- Citizen question on budget lines 1680-1681 asking for explanation of figures
  - The apparent discrepancies in percentage calculations were explained as being the result of a re-classification of expenses into wages and expenses and the inclusion of a full 12 month budget (compare to an 8 month budget in the Fall 2010 Town Meeting presentation)
- A report of "actuals" will be given at the 2011 Fall Town Meeting

**Vote on Article 5 – Motion 6 : Unanimous**

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**Ed Note:** At this point, Town Meeting was recessed. The Special Town Meeting was called to order at 8:00 PM. A quorum of 288 people was present. The Special Town Meeting was recessed until the conclusion of Town Meeting Article 5.  
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**ARTICLE 5 - MOTION 7: DEBT SERVICE Mover: Joseph Crowley**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$959,402 for Debt Service as represented by lines 2000 through 2007 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 7 : Unanimous**

**ARTICLE 5 - MOTION 8: EMPLOYEE BENEFITS**

**Mover: Robert Hargraves**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$2,996,922 for Employee Benefits as represented by lines 3000 through 3012 in the Budget; each line item to be considered as a separate appropriation for the purposes voted.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 8: Unanimous**

**ARTICLE 5 - MOTION 9: WATER ENTERPRISE**

**Mover: Steven Webber**

**MOTION:** I move that the Town vote to appropriate from Water Rates and Fees the sum of \$950,169 to the Water Enterprise Fund for FY 2012 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 9: Unanimous**

#### **ARTICLE 5 - MOTION 10: SEWER ENTERPRISE**

**Mover: Steven Webber**

**MOTION:** I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$66,387 and to appropriate from Sewer Rates and Fees the sum of \$683,238 for a total of \$749,625 to the Sewer Enterprise Fund for FY2012 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 10: Unanimous**

#### **ARTICLE 5 - Motion 11: ELECTRIC LIGHT**

**Mover: Gary Green**

**MOTION:** I move that that the Town vote to appropriate the income from the sale of electricity to private consumers or for electricity supplied to municipal buildings or from municipal power and from the sale of jobbing during Fiscal 2012 for the Groton Electric Light Department; the whole to be expended by the Manager of that department under the direction and control of the Board of Electric Light Commissioners for the expenses of the ensuing fiscal year as defined in Section 57 of Chapter 164 of the General Laws of the Commonwealth. The total fund to be appropriated is -0-.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 5 – Motion 11: Unanimous**

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**Ed Note:** At this point, Town Meeting was recessed. The Special Town Meeting was called to order at 8:10 PM. The Annual Town Meeting resumed with consideration of Article 6 at 8:25 PM.  
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#### **ARTICLE 6: FISCAL YEAR 2012 CAPITAL BUDGET**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the purpose of funding the FY 2012 Capital Budget as follows:

**Item #1 – Baler \$50,000**  
**Transfer Station**

**Summary:** *This new baler will act as a replacement for the existing baler at the Transfer Station. The current baler will be retained for back-up, as well as for use in possibly expanding the service. While the market for recycling has been down, the Town is seeing a slight rebound in the market and will hopefully see an increase in revenues. The Town is also exploring expanding our recycling program to a more regional one that will open the possibility of obtaining grant*

*funding from Department of Environmental Protection (DEP) that would pay for this baler.*

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Motion 1: Transfer Station – Baler \$50,000**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$50,000 to purchase a Baler for the Transfer Station, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 6 – Motion 1: Unanimous**

**Item #2 - Front End Loader \$135,000**  
**Highway Department**

**Summary:** *The current loader is over twenty years old. A normal life expectancy for this item is between ten (10) and fifteen (15) years. It is getting more and more expensive to maintain this piece of equipment on an annual basis. It is important to have a dependable loader in the fleet. This proposal is a scheduled replacement that has been delayed due to funding concerns.*

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Motion 2: Highway Department –**

**Front End Loader \$135,000**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$135,000 to purchase a Front End Loader for the Highway Department, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 6 – Motion 2: Unanimous**

**Item #3 - IT Infrastructure \$41,000 Town**  
**Facilities**

**Summary:** *This item was started in the Fiscal Year 2011 Budget and has proven to be very successful. The money will be expended by the IT Director, with the approval of the Town Manager, to upgrade and replace various computers and equipment that have reached their useful life and require upgrades. Please refer to the Capital Budget on file in the Office of the Town Clerk for a complete list of equipment scheduled to be replaced.*

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Motion 3: Town Manager –**  
**IT Infrastructure \$41,000**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$41,000, to be expended by the Town Manager, for various IT Infrastructure improvements as outlined in the 2012 – 2016 Capital Plan on file in the Office of the Town Clerk.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 6 – Motion 3: Unanimous**

**Item #4 - Master Plan Update \$25,000**  
**Planning Board**



**Summary:** *The Planning Board received \$70,000 in Fiscal Year 2010 to update the Comprehensive Master Plan. Community Opportunities Group has been retained by the Town to coordinate the drafting of the Plan. Once completed, funding will be necessary to implement the Plan. To this end, the Planning Board is requesting \$25,000 in Fiscal Year 2012 for this purpose. The Planning Board is responsible for preparing and periodically updating the Comprehensive Master Plan in accordance with MGL Chapter 41, §81D. In recent years, there has been particular focus on affordable housing, economic development and sustainability issues. The Comprehensive Master Plan process will provide the Town with an opportunity to address these issues in balance with residential development, natural resource protection, historic and cultural resources, traffic and transportation, public infrastructure and the Town's ability to provide services.*

**Board of Selectmen: Recommended Unanimously**  
**Finance Committee: Recommended (4 In Favor, 2 Against)**

**Motion 4: Planning Board - Master Plan Update**  
**\$25,000**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$25,000 for the Planning Board to complete Phase II of the Master Plan Update as originally voted under Article 6 of the October 19, 2009 Fall Town Meeting.

**Quantum of Town Meeting Vote: Majority**  
**Moved and Seconded**  
**Minutes:**

- Ray Capes, Planning Board, delivered a statement defining the deliverables of Master Plan Phase 2
- Q: Why is this a capital item?
  - R: It is an expense greater than \$25,000 and has a useful life of 10 years – meets the criteria for a capital item.
- Q: Why were these consultants chosen for Phase 2?
  - R: These consultants were chosen from an RFP process for Phase 1. Phase 1 had an expectation for Phase 2. Continuity of consultants across Phases was desirable.

**Vote on Article 6 – Motion 4: Majority**

**Item #5 - Police Cruisers \$59,955**  
**Police Department**

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

**Board of Selectmen: Recommended Unanimously**  
**Finance Committee: Recommended Unanimously**  
**Motion 5: Police Department – Police Cruisers**  
**\$59,955**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$59,955 for the Police Department to purchase and equip two (2) new police cruisers, and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**  
**Moved and Seconded**  
**Vote on Article 6 – Motion 5: Unanimous**

**Item #6 - Rough Mower \$10,200 Pool & Golf Center**  
**Summary:** *This request is to replace a mower that is inoperable and not repairable. This essential mower is used to regularly cut the “rough” adjacent to the fairways. The amount requested would be for the first year payment on a five (5) year lease.*

**Board of Selectmen: Recommended Unanimously**  
**Finance Committee: Recommended (4 In Favor, 1 Against)**  
**Motion 6: Pool & Golf Center – Rough Mower**  
**\$10,200**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$10,200 for the purpose of entering into a five (5) year lease and purchase agreement to secure a Rough Mower for the Groton Pool and Golf Center, and to authorize the Board of Selectmen to enter into a lease for a period of time greater than three (3) years, but less than ten (10) years.

**Quantum of Town Meeting Vote: Majority**  
**Moved and Seconded**  
**Minutes:**

- Q: Why isn't this item in the Pool and Golf Center's FY12 budget?
  - A: The Pool and Golf Center's budget did not allow for the \$50,000 mower. The town will pay this expense.
- Q: Is there a way for the town to recoup this money from the Pool and Golf Center?
  - A: Only if the Center under spends its budget.
- Mower was leased and not purchased to conserve expenditures.
- Mr. Prager does not support subsidizing the Pool and Golf Center's budget.
- Mr. Dillon – The Pool and Golf Center needs a chance to build its business. During the period when the Country Club Authority ran the Center, the Town did not invest capital, as per the agreement. A decision will need to be made at a future date on the Center.

**Vote on Article 6 – Motion 6: Majority**

**Item #7 - Forestry 2 Conversion \$25,000**  
**Fire Department**

**Summary:** *This vehicle is a 1968 Dodge Power Wagon, manual shift transmission and is difficult to get replacement parts for repairs. This forestry unit is a vehicle that not only needs to respond to brush fires off road, but is also used during “bad/severe” weather, as well as assisting the Highway Department for clearing road debris when chain saws are needed. In an effort to save money, the Fire Department will be converting a former ambulance to a forestry truck at a substantial savings.*

**Board of Selectmen: Recommended Unanimously**  
**Finance Committee: Recommended Unanimously**  
**Motion 7: Fire Department –**  
**Forestry 2 Conversion \$25,000**

**MOTION:** I move that the Town vote to raise and appropriate the sum of \$25,000 for the Fire Department to convert a former ambulance into a Forestry Unit to replace the current

Forestry Unit #2 of the Fire Department, and all cost associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 6 – Motion 7: Unanimous**

**Item #8 - 4X4 Pick-Up Truck \$36,000 Fire Department**

**Summary:** *The Fire Department would like to purchase a ¾ ton pick-up truck. This pick-up will be used as a general utility truck for the Fire Department. The need came to light after the recent “floods” & “brush fires”. It was very difficult get in and out of the woods with additional personnel, water and supplies during the brush fires. During the floods with dozens of cellar pump-outs, the Fire Department needed to use fire apparatus for this purpose. The Fire Department used to have a couple of “used” excess town vehicles in the past to use but these have been “scrapped” and “disposed of” and there is not currently a utility pick-up for department use.*

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Motion 8: Fire Department –**

**4X4 Pick-Up Truck \$36,000**

**MOTION:** I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$36,000 to purchase a new 4X4 Pick-Up Truck , and all costs associated and related thereto.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 6 – Motion 8: Unanimous**

or to take any other action relative thereto.

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**ARTICLE 7: NVTSDC – CREATE STABILIZATION FUND**

To see if the Town will vote to approve the Nashoba Valley Technical School District Committee’s vote on December 14, 2010 to establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law, and to set up an operational line item for the transfer of available monies into said Stabilization Fund, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**NVTSD COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *The Nashoba Valley Regional Technical School Committee at its December 14th 2010 meeting, in accordance with Massachusetts General Laws Chapter 71, Section 16G½, voted by a majority of all the members of the Regional District School Committee to establish a Stabilization Fund. Chapter 71, Section 16G½ also requires the approval of a majority of the local appropriating authorities (Town Meetings) of the member municipalities. The primary purpose of a stabilization fund is to give the Nashoba Valley Technical Regional School District a method to have money available for unexpected capital expenses (such as building repairs) and to avoid the need for further borrowing by member municipalities.*

*Today, existing Excess and Deficiency (E&D) funds cannot be used for capital expenses.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to approve the Nashoba Valley Technical School District Committee’s vote on December 14, 2010 to establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law, and to set up an operational line item for the transfer of available monies into said Stabilization Fund.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 7: Chair declared Unanimous Vote**

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**ARTICLE 8: STORMWATER MANAGEMENT REVOLVING FUND**

To see if the Town will vote to renew the revolving account under Chapter 44, §53E½ of the General Laws for the purpose of utilizing receipts and fees received under Chapter 198 of the Code of the Town of Groton, Stormwater Management - Low Impact Development, said receipts and fees to be credited to said account and expended by the Earth Removal Stormwater Advisory Committee for administration, oversight and review activities under Chapter 198, with the maximum amount to be expended in said account not to exceed \$10,000 for Fiscal Year 2012, or to take any other action relative thereto.

**STORMWATER ADVISORY COMMITTEE**

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

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

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to renew the revolving account under Chapter 44, §53E½ of the General Laws for the purpose of utilizing receipts and fees received under Chapter 198 of the Code of the Town of Groton, Stormwater Management - Low Impact Development, said receipts and fees to be credited to said account and expended by the Earth Removal Stormwater Advisory Committee for administration, oversight and review activities under Chapter 198, with the maximum amount to be expended in said account not to exceed \$10,000 for Fiscal Year 2012.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 8: Unanimous**

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**ARTICLE 9: CONSERVATION COMMISSION REVOLVING FUND**

To see if the Town will vote to renew the revolving account under Massachusetts General Laws, Chapter 44, § 53E½ for the purpose of utilizing receipts and fees received for agricultural or silvicultural activities conducted on Town-owned conservation land under the care and custody of the Conservation Commission, said receipts and fees to be

credited to said account and expended by the Conservation Commission for oversight and management of conservation lands owned by the Town, with the maximum amount in said account not to exceed \$25,000 for Fiscal Year 2012, or to take any other action relative thereto.

#### **CONSERVATION COMMISSION**

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

**Finance Committee:** *Recommended Unanimously*

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

**Mover:** Anna Eliot

**MOTION:** I move that the Town vote to renew the revolving account under Massachusetts General Laws, Chapter 44, §53E½ for the purpose of utilizing receipts and fees received for agricultural or silvicultural activities conducted on Town-owned conservation land under the care and custody of the Conservation Commission, said receipts and fees to be credited to said account and expended by the Conservation Commission for oversight and management of conservation lands owned by the Town, with the maximum amount in said account not to exceed \$25,000 for Fiscal Year 2012.

**Quantum of Town Meeting Vote:** Majority

**Moved and Seconded**

**Vote on Article 9:** Chair declared Majority Vote

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#### **ARTICLE 10: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION**

To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow an additional property tax exemption for Fiscal Year 2012 for those persons who qualify for property tax exemptions under Massachusetts General Laws, Chapter 59, Section 5, not to exceed \$1,000, or to take any other action relative thereto.

#### **BOARD OF ASSESSORS**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article is geared toward elderly persons, blind persons and veterans with service connected disabilities. It would increase the exemption under state statute up to 100% of the exemption.*

**Mover:** Anna Eliot

**MOTION:** I move that the Town vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow an additional property tax exemption for Fiscal year 2011 for those persons who qualify for property tax exemptions under Massachusetts General Laws, Chapter 59, Section 5, not to exceed \$1,000.

**Quantum of Town Meeting Vote:** Majority

**Moved and Seconded**

**Vote on Article 10:** Chair declared Unanimous Vote

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#### **ARTICLE 11: UPDATE WATER RESOURCES PROTECTION DISTRICT MAP**

To see if the Town will vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, Section 218-30, Water Resource Protection Overlay Districts, by striking out paragraph C, which reads as follows:

C. The Water Resource Protection Districts are herein established as overlay districts. The Water Resource Protection Districts are described on a map with district boundary lines prepared by Applied Geographics, Inc. entitled "Water Resource Protection Districts, Town of Groton," dated February 21, 2008. All maps are hereby made a part of this Zoning By-Law and are on file in the Office of the Town Clerk.

And inserting in its place a new paragraph C as follows:

C. The Water Resource Protection Districts are herein established as overlay districts. The Water Resource Protection Districts are described on a map with district boundary lines prepared by Applied Geographics, Inc. entitled "Water Resource Protection Districts, Town of Groton," dated March 1, 2011. All maps are hereby made a part of this Zoning By-Law and are on file in the Office of the Town Clerk.

or to take any other action relative thereto.

#### **PLANNING BOARD**

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

**Finance Committee:** *No Position*

**Summary:** *This article updates the 2008 Water Resource District Map with a new Water Resource Protection District Map to include the new Zone II around the Shattuck Wells #1 and #2, as required by the Department of Environmental Protection Drinking Water Program.*

**UPDATE WRP DISTRICT MAP Mover:** Joshua Degen

**Planning Board Report:** Member Scott Wilson

The Planning Board held a public hearing on March 24, 2011, continued on April 7, 2011, to consider the proposed amendment to the Water Resource Protection Districts map. The change in the Zone II area for the Shattuck well is required by the Department of Environmental Protection. The Planning Board voted unanimously to recommend this article.

**MOTION:** I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by deleting paragraph C of Section 218-30, Water Resource Protection Overlay Districts, and inserting in its place a new paragraph C as set forth in the Warrant.

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

**Moved and Seconded**

**Vote on Article 11:** Unanimous

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#### **ARTICLE 12: AMEND ZONING BYLAW – TOWN CENTER OVERLAY DISTRICT**

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

1. In Article V, Special Regulations, by deleting the text of Section 218-30.2 for the existing Station Avenue Overlay District and replacing it with a new overlay district as

described on a map with district boundary lines prepared by Applied Geographics, Inc. entitled "Town Center Overlay District, Town of Groton, Massachusetts" dated March 1, 2011, and accompanying text entitled, "Chapter 218 Zoning, Section 218-30.2 Town Center Overlay District," a copy of the map and text of the proposed "Town Center Overlay District" being on file in the Office of the Town Clerk.

2. In Article II, Use Districts, §218-8 Classes of districts, by replacing "(5) Station Avenue Overlay District" in Paragraph E., Overlay districts, with "(5) Town Center Overlay District."

3. In Article II, Use Districts, §218-9 Location of districts, by amending the Town of Groton Zoning Map by replacing the Station Avenue Overlay District with the Town Center Overlay District and adopting new district boundary lines as shown on a map prepared by Applied Geographics, Inc. entitled "Town Center Overlay District, Town of Groton, Massachusetts" dated March 1, 2011.

4. In Article III, Use Regulations, §218-12 Intention of districts, by replacing Paragraph I (SAOD) with a new paragraph to read as follows:

TCOD – The Town Center Overlay District is intended to promote a socially and economically vibrant town center by enabling development, by special permit, of a mixture of civic, residential and commercial uses consistent with the Town's Comprehensive Plan and the Design Guidelines for the District.

5. In Article III, Use Regulations, §218-13 Schedule of Use Regulations, by replacing note no. 10 with the following note no. 10 applicable to the R-A, R-B, B-1 and P Districts:

For additional uses which may be permitted in those portions of the R-A, R-B, B-1 and P Districts which underlie the Town Center Overlay District, see §218-30.2.

6. In Article IV, Intensity Regulations, §218-20 Schedule of Intensity Regulations, by replacing note 5 applicable to the R-A, R-B, B-1 and P Districts with the following new note:

<sup>5</sup> For Dimensions applicable to Town Center Overlay District Developments, see §218-30.2.

7. In Article IV, Intensity Regulations, §218-22 General Provisions, Paragraph E Density, by changing the phrase "except as provided in §218-26F(2), Cluster development, §218-27, Multifamily use, or §218-30.2 Station Avenue Overlay District" to read:

"except as provided in §218-26F(2), Cluster development, §218-27, Multifamily use, or §218-30.2 Town Center Overlay District."

8. In Article IV, Intensity Regulations, §218-22 General Provisions, Paragraph H Modification of front building setback, by replacing the "except" phrase at the beginning of the first sentence with the new phrase:

"Except as may be permitted pursuant to §21-30.2 Town Center Overlay District,"

9. In Article V, Special Regulations, §218-26.1 Major residential development, Paragraph C Special permit required, by replacing the "except" phrase at the beginning of the first sentence with the phrase

"Except for a Town Center Overlay District Development under §218-30.2,"

or to take any other action relative thereto.

## **BOARD OF SELECTMEN PLANNING BOARD**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *This article proposes amendment of the previously adopted Station Avenue Overlay District to include property located at 134 Main Street and to change the name of the district to the Town Center Overlay District. The purpose of the Town Center Overlay District is to promote a socially and economically vibrant Town Center by enabling commercial and residential development that is consistent with the Town's Master Plan and the design guidelines for the district.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton to create a new Town Center Overlay District as set forth in the Warrant and as on file in the Office of the Town Clerk.

**Quantum of Town Meeting Vote: 2/3's Majority  
Moved and Seconded**

### **Minutes:**

- Presentation by proponents of the Article 12
  - Robert France – Senate Construction & Mount Laurel Development. LLC - prospective developer; Groton resident
  - Michael Rasmussen - Senior Vice President, North Middlesex Savings Bank – property owner; Groton resident
  - David Valletta - KMPD Capital – financial advisor to the project
  - Josh Degen – representing the Groton Affordable Housing Trust – prospective investor
  - Presentation included:
- Discussion of interrelation of Warrant Articles 12, 13 and 15A
- Overview of the Affordable Housing Trust
- Overview of the Development Team
- Overview of the 134 Main St site
- Current zoning restriction and allowances
- Overview of the proposed development project
- Overview of the financing partnership
- Presentation points
- Team was put together at the initiative of the bank. Team was developed that would be sensitive to the project and the town's requirements. This is not usually done by a bank holding a foreclosure.
- Six elements to the financing arrangement were explained:
  - What does the Affordable Housing Trust (AHT) buy?
    - 33% of the land
  - What does the AHT get?
    - 1/3 interest in the project
  - What is the return?
    - The pro-forma plans for a \$730k return plus the original \$400k investment (total of \$1.13m)
  - What are the risks to the AHT?

- Low risk. Land is being purchased at a historically low price. The AHT does not invest any money until all permits are issued, which makes the land more valuable (perhaps \$2m at time of AHT purchase). The developer is funding the startup costs. The bank is financing up to \$2.2m.
- What is the risk profile of the project to the AHT?
- Low – based upon purchase price and the value add of the permits. There is potential for 175% return with a low risk profile.
- When will capital be returned?
- This is the highest priority of the developer. It is expected that capital will be returned to the investors by the sale of the sixth market rate unit. The investors (including AHT) stand second in line to the bank to recover investments.
- Summary
- Groton is exposed to Chapter 40B development because the town has not reached its affordable housing objective. This proposal is consistent with the town's Master Plan and sustainability goals, and enables the town to exert a level of control and influence over the project.
- This is a private-public partnership and does involve some risk. The agreement has been structured to minimize the Town's risk, and does offer a significant return on investment.
- The Town's goal is to utilize its return, through the AHT, to continue creating affordable housing.
- Discussion points

**Planning Board Report: Member George Barringer**

- The Planning Board held a public hearing on March 24, 2011, continued on April 7, 2011, to consider the proposed amendment to amend the existing Station Avenue Overlay District and to rename the District as the "Town Center Overlay District." The Planning Board voted unanimously to recommend adoption of the proposed amendment.

**Planning Board discussion:**

- B1 is the current zoning for 134 Main St. B1 ("business") Zoning allows for a building with up to 9,999 sq ft footprint and up to 3 stories. B1 would also allow the demolition of the historic building on the site. B1 development does not require a town meeting vote.
- Chapter 40B development is under the state's "zoning" laws and can bypass local zoning. 40B would allow for much higher density development. Chapter 40B does not offer protection for historic buildings.
- Expanding the Station Ave Overlay District to the 134 Main St. site does not change the underlying zoning of B1, but would allow a mixed use development.
- The Overlay designation allows use of Design Guidelines and offers some control to shape development.
- The proposed use of 134 Main St. is consistent with Groton's Master Plan.
- The development could potentially reduce nearby property values. However, the site is now in foreclosure and buildings are in disrepair.
- The view shed for abutters might be disturbed by the development, but it is unlikely to be disturbed from Main St. The Town can exert some control over this aspect of the development under this proposal.

- Planning Board was unanimous to support Article 12.
- Q: What are the number, sizes and prices of the proposed units?
- Response: Plan is to build 18 units, ranging in size from 800 sf to 2500 sf. Prices ranges are expected to be \$350k to \$625k.
- Q: If this project is this profitable, why aren't there other investors?
- R: Current zoning would limit the scope of development, and is less attractive to investors.
- Q: What will happen to the Kilbridge house?
- R: The Kilbridge house will remain the same, except for the removal of a newer addition to the house in order to make room for the driveway. It is intended to be used for a3500 sf of retail space and 3 living units on the second floor. Affordable units will be spread throughout the 18 unit development.
- Q: Are the proposed selling prices realistic?
- R: There is always risk in a development. It is believed these prices will hold due to the location and senior-friendly design .
- Q: What if sales do not materialize?
- R: This will be a "measured" development process. With the infrastructure, a model unit will be built. Units will be constructed based upon demand, not speculation.
- Q: Why didn't an overlay district have any impact on Court Street? Why will this expanded overlay work?
- R: The relocation of the Light Department should have a positive impact on the future of Court Street development.
- Q: Will a sunset audit be conducted on this development?
- R: A CPA firm will be engaged to produce reports every 6 months, along with annual audits.
- Q: Will the approval of this overlay district extension encourage future similar proposals, resulting in 10x to 20x densities?
- R: Any additional requests to extend the overlay district would require a 2/3 majority town meeting vote. Also, any future development will be constrained by the availability of sewer capacity.
- Q: Where does the AHT stand to recoup its investment should the project fail?
- R: The AHT, along with one other investor, is second in line to the bank.
- Q: What is this vote for?
- R: This town meeting vote is for a zoning district. It is not to approve the project.
- Q: Aren't 4 of the proposed units within the wetlands buffer zone?
- R: Yes, mostly due to the shape of the lot and the location of the wetlands.. This issue will be subject to the scrutiny of the permitting process
- Q: Is the AHT investment the total exposure to the taxpayer ?
- R: Yes. No other town investment is incurred.
- Q: What assurances can be made that re-zoning will result in this project?
- R: This proposal could fall through. There is no guarantee. However, no AHT money is invested until all permits are secured. By contrast a "40 B" development could occur at any time.

- Q: What if the developer declares bankruptcy and the project fails?
- R: A project failure means that the bank would be first in line to recoup its money. The AHT and the other investor(s) would be second. The risks of failure are being aggressively managed. Development will be phased in on a build to suit basis. Investors will be repaid by the sales of the sixth market rate unit. The loan is a “recourse” loan, meaning that the developer is personally liable and removing incentive to default. The town is not a guarantor of the loan.
- Q: What are the constraints on a 40 B development?
- R: 40 B development occurs under state zoning laws and overrides local zoning laws. Sewer capacity can not be exceeded, but any available capacity can be requested.
- Q: What size 40 B could be built with the available sewer capacity?
- R: This project with 18 units and retail space can not exceed 9500 gallons. A 40 B development could request this amount and additionally up to the 18,750 gallon capacity targeted to service Station Ave development.
- Q: What does the town bring to this project that another investor would not?
- R: The AHT reached out to the developer to invest in the project. The project will have the support of the AHT which has a strong community interest.
- Q: What is the investment position of the town?
- R: The AHT is in second position, behind the bank, along with all other investors. Currently there are two other investors.
- Q: Is this the developer’s original plan?
- R: The developer evaluated a business use for this site. However, it was determined that a mixed residential/business use would be the highest and best use of the property due to the layout of the property.
- Q: The extension of the Overlay District seems hasty. Other B1s are not selling and could be large buildings or 40 B developments. Why the rush?
- R: The Overlay District does alter available options and makes this mixed use concept feasible. The options for this property include someone buys it, this concept, a 40 B development or a build “by-right”. Any of these options could occur at any time, except that this project needs the flexibility offered by the overlay district zoning.
- Comments: Objections to an overlay district.
- The size of the project is inconsistent with the character of the district.
- This does little to get the town to its goal of 10% affordable housing.
- A backup buyer is not possible because of this agreement, and limits development options.
- Sewer capacity for Station Ave is diminished.
- Where does the overlay district end? What would prevent another extension?
- This project reduces commercial space from what exists. Appears to be going in the wrong direction.

#### **Motion to Move the Question**

**Quantum: 2/3 majority vote**

**Vote on Motion to Move the Question:**

**2/3 majority vote declared by the Moderator**

#### **Vote on Article 12 Main Motion:**

**Quantum: 2/3 Majority**

**Vote on Article 12 Main Motion:**

**Article 12 passed: 177 in favor 79 opposed**

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#### **MEETING ADJOURNED**

The April 25 session of the 2011 Spring Annual Town Meeting was adjourned to Monday May 2 at 7:00 PM at 11:35 PM

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#### **FIRST ADJOURNED SESSION**

The first adjourned session of the 2011 Spring Annual Town Meeting was called to order at 7:03 PM on May 2. Moderator Robert Gosselin presided.

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#### **MOTION TO LIMIT DEBATE (offered from the floor)**

**Mover: Ray Lyons**

I move that except for the principal proponents and opponents for each warrant article as determined by the moderator, all others asking questions or providing information or comments about that warrant article shall be limited to three minutes of speaking time.

**Moved and Seconded**

**Quantum: 2/3 Majority**

**Vote on Motion to Limit Debate: 122 in favor 54 against Motion carried**

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#### **ARTICLE 13: 134 MAIN STREET – PRIORITY DEVELOPMENT SITE**

To see if the Town will vote to approve the filing of a Priority Development Site Amendment Application with the Massachusetts Permit Regulatory Office for the designation of land at 134 Main Street, shown on Assessors’ Map 113 as Parcel 9, to be added to the existing Station Avenue Priority Development Site, pursuant to Massachusetts General Laws Chapter 43D, and that the Priority Development Site be designated as the “Town Center Priority Development Site”, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

##### **PLANNING BOARD**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *This article proposes to amend the Station Avenue Priority Development Site, designated in October 2007, by adding the property at 134 Main Street and by changing the name to the Town Center Priority Development Site. The designation enables development projects to apply for expedited permitting.*

**Mover: Josh Degen**

**MOTION:** I move that the Town vote to approve the filing of a Priority Development Site Amendment Application with the Massachusetts Permit Regulatory Office for the designation of land at 134 Main Street, shown on Assessors’ Map 113 as Parcel 9, to be added to the existing Station Avenue Priority Development Site, pursuant to Massachusetts General Laws

Chapter 43D, and that the Priority Development Site be designated as the “Town Center Priority Development Site”.

**Quantum of Town Meeting Vote: Majority  
Moved and Seconded**

**Discussion:**

- This article allows for the filing of a Town Center Priority Development Site. The designation enables development projects to apply for expedited permitting.
- Expedited permitting does not bypass any required permits. It does provide for a coordinated review of a project by all boards using the same application start date. All permit applications must be resolved within 180 days, unless an extension is granted.
- Expedited permitting does not alter any permitting requirements.
- The Land Use Department has implemented internal procedures to move towards coordinated reviews of permit applications. While not “expedited permitting” as defined by MGL, it is a similar concept. It offers more complete information for all board reviews, and a more predictable process for the applicant.
- All boards work under legal timeframes that are less than 180 days. For example, the Planning Board must have a hearing within 60 days from receipt of an application, and a decision within 90 days from the completion of the hearing. The major difference with the expedited permitting process is that a complete application (covering all boards) is submitted at the start of the process, and all boards would be mandated to complete their work within the same 180 day timeframe.
- **Planning Board** (Carolyn Perkins):
  - A complete application must be submitted before the clock starts.
  - The expedited process does not alter any board’s responsibilities – the Board is still allowed to deny a permit.
  - The process does “expedite” the time for all boards to act within the same 180 days.
  - Planning Board voted by majority vote with 2 abstentions to support this article.
- The Moderator announced that he would allow some limited discussion of Article 15 under Article 13 because the two were closely related.
- **Opponent** (Madoc-Jones):
  - Concern raised that trees identified for removal are nesting areas for endangered species of birds.
  - Has the purchase of foreclosure property elsewhere on Main St been considered as a way for the AHT to improve the stock of affordable housing? (It was stated by a proponent that such property was not available.)
- Q: Wouldn’t expedited permitting slow down other projects?
  - R: No. All special permits have time constraints within which the permit application must be resolved.
- Q: To which boards does expedited permitting apply? What if one board fails to meet the timeframe? What if one board denies a permit?
  - R: Expedited permitting process applies to all boards. If a board fails to meet its 180 time frame, that permit is granted by default. A board may deny a permit.

- Q: Do posting and notice requirements change?
  - R: No
- Q: When would the paperwork for this project be filed?
  - R: Undetermined at this time. A reasonable estimate would be 2 to 3 months.
- Q: What are the current taxes on this property? What would be the expected tax with this development?
  - R: Current taxes are \$17,000 per year. It is estimated that the proposed project would yield \$132,000 in annual taxes. It is expected that, since the marketing of the property will be targeted towards “empty nesters”, minimal burden would be placed upon schools and other “young family” services. It was noted that there is no age restriction being proposed on these residential units.
- Q: This process appears to be moving very fast. No board should be under any undue pressure to process applications. What is the impact to a board?
  - R: All boards work under legal timeframes that are less than 180 days. The major difference with this process is that a complete application (covering all boards) is submitted at the start of the process, and all boards are mandated to complete their work within the same 180 day timeframe.
- Q: What opportunities for sustainability are being explored?
  - R: The developer stated that sustainability was an important issue in their projects. They partly measure ROI by energy usage. The developer is a member of Eco-Star.

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**Ed. Note:** At 8:00 PM, the chair declared a brief recess in the May 2 Adjourned Session of the Spring Town Meeting to call to order the First Adjourned Session of the Special Town Meeting. 233 voters were in attendance. A quorum of 147 is needed. The Special Town Meeting was recessed until the conclusion of Article 13. The Spring Town Meeting was resumed.

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- Q: How does 180 day expedited permitting process compare with the “normal” permitting process timeframes?
  - R: There really is no “normal” timeframe, as each board operates on an independent timeframe. There has not been a mixed use condo project before the town before, so there is no history to draw upon. The differences in an expedited permitting process are that extensive pre-application investigation is conducted for the purpose of giving all departments a complete application and the “clock starts” for all departments at the same time. The Town determines the completeness of the application.

**MOTION to MOVE THE QUESTION:**

**Moved and Seconded**

**Quantum:** 2/3 majority

**Vote:**

**Chair declared 2/3 Majority. 7 Voters did not contest.**

**Vote on Article 13 Main Motion**

**Quantum:** Majority

**Vote:** 164 in favor 72 against

**Motion carried**

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**Ed. Note:** At 8:27 PM, the chair declared a brief recess in the May 2 First Adjourned Session of the Spring Town Meeting to call to order the First Adjourned Session of the Special Town Meeting to act upon Article 6. The Spring Town Meeting was resumed and called to order at 8:51 PM

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**ARTICLE 14: COMMUNITY PRESERVATION COMMITTEE FUNDING ACCOUNTS**

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

Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 34,250
Open Space Reserve:	\$ 68,500
Historic Resource Reserve:	\$ 68,500
Community Housing Reserve:	\$ 68,500
Unallocated Reserve:	\$479,500

or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *This is an accounting procedure that is necessary to ensure the Community*

*Preservation Committee will have access to the funds raised during Fiscal Year 2012. None of these funds will be spent without additional approval at Town Meeting.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Fiscal Year 2012 revenues to the Community Preservation Fund be divided into the following sub accounts to be administered by the Community Preservation Committee as follows:

CPC Operating Expenses:	\$ 34,250
Open Space Reserve:	\$ 68,500
Historic Resource Reserve:	\$ 68,500
Community Housing Reserve:	\$ 68,500
Unallocated Reserve:	\$479,500

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Main Motion - Article 14: Unanimous**

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**ARTICLE 15: 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 2012, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Board of Selectmen, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will

meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

**CPC Proposal A: Housing Trust Fund: \$412,000**

**Summary:** *The Groton Affordable Housing Trust Fund is requesting \$412,000 in Community Preservation Commission Funds to support the preservation and creation of affordable housing (for persons earning up to 80% of area median income for the Lowell Metropolitan Statistical Area (MSA)) in the Town of Groton. CPC funding would permit the Trust to act upon the powers granted to them by MGL Chapter 44 Section 55C and the Declaration of Trust. Specifically, the Trust anticipates partnering with developers in order to create the maximum number of community housing units feasible for individual projects. All funds will be expended under the permitted uses and activities of Chapter 44B of the Massachusetts General Laws (Community Preservation Act). Funding from the Community Preservation Committee will allow the Groton Affordable Housing Trust to work quickly and flexibly to support the preservation and creation of housing as projects arise. The first development partnership the Trust plans to pursue with this funding is direct support of a private development team seeking to redevelop 134 Main Street to include both housing and commercial uses. This financial assistance will allow the developer to leverage additional funding. The Town expects to enter into a Revenue Sharing Agreement which will allow for reimbursement to the Trust Fund upon project completion or for a period thereafter.*

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommendation by Majority Vote**

**MOTION 1: Housing Trust Fund**

**Mover: Joshua Degen**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$412,000 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2012-01 "Affordable Housing Trust Fund".

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Discussion:**

- The project is risky. The Town should not invest.
- Q: Why is affordable housing needed?
  - R: There are state mandated goals for every community to have 10% affordable housing in an effort to keep Massachusetts viable for younger generations. "Affordable" is determined as priced within reach of purchasers who achieve 80% of the median income of the Town. The goal of the Affordable Housing Trust (AHT) investing in 134 Main St. project is to obtain a return on investment so that the fund can sustainable.
- Q: If the AHT did not participate in this project as an investor, would that be a "plus" or a "minus" for the project?
  - R: The project would probably go ahead without the AHT investment. If the AHT did not invest, the return for the other investors would be higher.
- Q: How will the AHT investment be audited?
  - R: The Town will chose a CPA. There will be periodic audits, and a full audit at the end of the project.



- Q: If the \$400k is voted to the AHT, is that money restricted to investment in the 134 Main St. project?
- R: No. The money is awarded to the AHT to be spent as it sees fit. Because the AHT has no track record, it has asked Town Meeting to look at this project.
- Q: Why invest in a project instead of buy units outright?
- R: Investing is a way to acquire an equity return, and sustain future affordable housing. There is risk in a private investment, but the AHT has worked with the developer to minimize the public money risk, yet still provide an opportunity for equity return.

#### **MOTION to MOVE THE QUESTION:**

#### **Moved and Seconded**

**Quantum:** 2/3 majority

**Vote:**

**Chair declared 2/3 Majority. 7 Voters did not contest.**

#### **Vote on Article 14 Motion 1 Main Motion**

**Quantum:** Majority

**Vote:** 146 in favor 61 against

**Motion carries**

**CPC Proposal B: Conservation Fund:**  
**\$75,000**

*Summary: The Conservation Fund has been used by the Conservation Commission to purchase Conservation Restrictions and Agricultural Preservation Restrictions, and to purchase conservation land outright within the Town of Groton. Placing CPA funds into the Conservation Land Fund makes them instantly available to the Conservation Commission for acquiring open space that may be available for purchase for only a short period of time.*

**Board of Selectmen:** *Not Recommended (4 Against, 1 In Favor)*

**Finance Committee:** *Not Recommended Unanimously*

#### **MOTION 2: Allocation to the Conservation Land Fund Mover: Anna Eliot**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$75,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2012-02 "Conservation Land Fund".

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

#### **Discussion:**

- This is money to replenish some of the Conservation Land Fund. The Conservation Commission desires to keep the fund at between \$750k to \$1.0m. The fund is below target due to recent land purchases.
- Greenway Committee is in unanimous support of this article.
- The Board of Selectmen and the Finance Committee both do not recommend passage of this article, as the money would come from the CPC "Unallocated" funds. The "Unallocated" fund is used to pay the debt on Surrenden Farm purchase. Should the fund become depleted, the debt will need to be paid from the town budget.
- CPC: In FY2012, the CPC will pay the Surrenden Farm debt payment (under Article 16). The Board's

concern was in future years and in an environment where the State matching funds has been becoming less each year.

#### **Vote on Article 14 Motion 2 Main Motion**

**Quantum:** Majority

**Vote:** 76 in favor 95 against

**Motion is defeated**

**CPC Proposal C: Historic Records Preservation – Phase IV \$50,000**

*Summary: The purpose of this request is to protect and restore additional volumes of the Town's historic documents. This project was started several years ago. To date, approximately 44 volumes have been restored. This request is for the preservation of 26 volumes. These are the remaining volumes from the "master list" that was developed under Phase I of this project in 2007.*

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

**Finance Committee:** *Recommended Unanimously*

#### **MOTION 3: Historic Records Preservation – Phase IV**

**Mover: George Dillon**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$50,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2012-03 "Historic Records Preservation".

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 14 Motion 3 Main Motion:**

**Unanimous**

**CPC Proposal D: Prescott School Reuse Feasibility Assessment \$25,350**

*Summary: The Prescott Reuse Committee was appointed by the Board of Selectmen to study the need for and feasibility of potential reuses of the Prescott School and report its findings to the Board of Selectmen. Among the various tasks assigned to the Committee are the assessment of potential uses, preparation of cost estimates associated with use options, and determination of the demand for uses and the development potential of the property.*

*The Prescott School Reuse Committee has undertaken an assessment of the property and potential uses, however, it does not possess the technical expertise to assess the economic and physical character of the building to accommodate those uses. Therefore, the Committee is seeking CPA Funding Assistance to complete its task.*

**Board of Selectmen:** *Not Recommended (4 Against, 1 Abstain)*

**Finance Committee:** *Not Recommended by Majority Vote*

#### **MOTION 4: Prescott School Feasibility Assessment**

**Mover: George Dillon**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$25,350 from the Community Preservation Fund Unallocated

Reserve to fund Community Preservation Application 2012-04 "Prescott School Reuse Feasibility Assessment".

**Quantum of Town Meeting Vote: Majority  
Moved and Seconded**

**Discussion:**

- The Prescott School Building is owned by the Town. The property is unique with a large green space in front of the building, 27,000 sf of building area and considerable space in the rear. Options have been narrowed by the Committee to four.
- This funding request is to enable the Committee to fulfill its charge of determining the best use for the property. This is a once in a lifetime opportunity to recommend usage of unique property in the downtown area.
- Planning Board supports the article by majority vote with one abstention.

**MOTION TO MOVE THE QUESTION**

**Quantum: 2/3 Majority**

**Vote: Unanimous**

**Vote on Article 14 Motion 4 Main Motion:  
Majority**

**CPC Proposal E: Rehabilitation of Governor Boutwell House \$176,525**

**Summary:** *The Groton Historical Society, a private 501(c)(3) non-profit organization established in 1984, houses its headquarters in the historic 1851 Governor George S. Boutwell house. It is seeking a CPA Preservation Grant for the major rehabilitation of the plumbing, electricity and structural work to the house. This project request was triggered by two separate catastrophic events in 2010 which put the physical property and material culture of Groton's past at great risk. Both of these incidents involved the failure of water pipes which caused major damage to the house and its interior fabric and brought to the Society's attention dire infrastructure problems. These must be remedied if this property, now on the National Register of Historic Places, and the collection it houses, are to survive for future generations of citizens.*

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

**Finance Committee: Recommended (4 In Favor, 2 Abstain)**

**MOTION 5: Rehabilitation of Governor Boutwell House Mover: George Dillon**

I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$159,025 from the Community Preservation Fund Historic Resource Reserve and to appropriate the sum of \$17,500 from the Community Preservation Fund Unallocated Reserve for a total of \$176,525 to fund Community Preservation Application 2012-05 "Rehabilitation of Governor Boutwell House".

**Quantum of Town Meeting Vote: Majority  
Moved and Seconded**

**Vote on Article 14 Motion 5 Main Motion:  
Unanimous**

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**ARTICLE 16: DEBT SERVICE FOR SURRENDEN FARMS**

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2012 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

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

**Summary:** *This article appropriates the debt payments for the Surrenden Farms Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2012 is \$488,763.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$90,000 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$397,113 from the Community Preservation Fund Unallocated Reserve for a total of \$487,113 for debt service for Fiscal Year 2012 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on article 16 Main Motion: Majority**

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**ARTICLE 17: TAX TITLE LAND TO THE CONSERVATION COMMISSION**

To see if the Town will vote to transfer the care and custody of the following parcels of property obtained through tax title foreclosure to the Conservation Commission, to be held for conservation purposes in accordance with M.G.L. c. 40, §8C:

	<i>Square Ft</i>	<i>Map ID</i>	<i>Former Owner</i>	<i>Road</i>
<b>1</b>	9,583	124-67	Nathan Isbitsky	Whitewood
<b>2</b>	34,602	125-127	James Sheedy	Chestnut
<b>3</b>	2,000	125-128	Felix Benoit	Chestnut
<b>4</b>	3,200	129-103	Margaret Levine	Lost Lake Dr.
<b>5</b>	12,800	129-176	Unknown Owner	Baby Beach
<b>6</b>	6,700	129-186	Katherine Brennan	Boathouse

or to take any other action relative thereto.

**CONSERVATION COMMISSION**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended (3 In Favor, 2 Against)**

**Summary:** *These parcels were foreclosed for nonpayment of taxes and are now Town Tax Possessions. The transfer vote*

will permanently remove these parcels from the tax rolls and assure that no development occurs. Parcel 1 is a small wooded parcel adjacent to Martins' Pond Brook. Parcel 2 includes wetlands bordering Martins' Pond Brook. Parcel 3 is adjacent to Parcel 2 and also in wetlands. Parcel 4 is surrounded on three sides by protected conservation land. Parcel 5 includes frontage on the "pork barrel" downstream from the Lost Lake/Knops Pond dam and is adjacent to protected conservation land. Parcel 6 has frontage on a kettle hole adjacent to Lost Lake Drive.

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to transfer the care and custody of the parcels listed in Article 17 of the Warrant obtained through tax title foreclosure to the Conservation Commission, to be held for conservation purposes in accordance with M.G.L. c. 40, §8C.

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

**Moved and Seconded**

**Vote: Chair declared Unanimous Vote**

#### **ARTICLE 18: SKYFIELDS DRIVE – CONNECTION TO TOWN SEWER**

To see if the Town will vote to extend the "Groton Center Sewer System" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under Article 14 of the Annual Town Meeting of April 25, 2005, to include the following parcels:

Assessors Parcel	Name	Address
222-8	Moynihan, Richard	31 Skyfields Drive
222-12	Polhemus, Richard	36 Skyfields Drive
235-48	Deuger, Mark	60 Skyfields Drive
235-47	Russell, Earl	98 Skyfields Drive
235-42	Foster, Robert	103 Skyfields Drive
235-43	McGuire, John	113 Skyfields Drive
222-11	Hurd Katherine	116 Skyfields Drive
222-13	Hurd, Katherine	116 Skyfields Drive
235-44	Moulton, David	129 Skyfields Drive
222-10	Temple Realty Trust	130 Skyfields Drive

provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

#### **BOARD OF SEWER COMMISSIONERS**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** This article seeks approval to extend the Groton Center Sewer System on Skyfields Drive to include ten (10) specific parcels for the purpose of allowing those properties to connect to the Town Sewer System.

**Mover: Joshua Degen**

**MOTION:** I move that this Article be Indefinitely Postponed.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Discussion:**

- Proponents of the Article have withdrawn the request

**Vote on Article 18 Main Motion: Unanimous**

#### **ARTICLE 19: TRANSFER OF LAND – SO-CALLED BROWN LOAF PROPERTY**

To see if the Town will vote to transfer the care and custody of all or a portion of the so-called Brown Loaf property, shown on Assessors' Map 234 as parcels 4 and 18.1, from the Board of Selectmen to the Conservation Commission for conservation purposes, said transfer to take effect only upon the filing with the Town Clerk of the Board of Selectmen's written determination that such property is no longer needed by the Board of Selectmen for general municipal purposes, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** The site of a former gravel operation, this land has been investigated for a number of municipal uses since its original purchase in 1999. Because of access limitations, significant natural resource constraints, and a major power line easement, the site was rejected for the re-location of the Groton Electric buildings, new high school, and for affordable housing. Wetlands and floodplain associated with Martins Pond Brook, as well as beaver ponds and 6 vernal pools, provide significant ecosystem services in the form of the protection of Zone 3 of the Baddacook and Whitney public water wells and important wildlife corridors. The land has also been identified by the Commonwealth of Massachusetts as having rare species core habitat of state-wide importance. Conserving this site affords the Town an opportunity to prevent the fragmentation of critical habitat thereby maintaining viable plant and animal populations.

**Mover: Joshua Degen**

**MOTION:** I move that the Town vote to transfer the care and custody of all or a portion of the so-called Brown Loaf property, shown on Assessors' Map 234 as parcels 4 and 18.1, from the Board of Selectmen to the Conservation Commission for conservation purposes, said transfer to take effect only upon the filing with the Town Clerk of the Board of Selectmen's written determination that such property is no longer needed by the Board of Selectmen for general municipal purposes.

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

**Moved and Seconded**

**Vote on Article 19 Main Motion: Chair declares 2/3 Majority.**

#### **ARTICLE 20: CITIZENS' PETITION – CONNECTION TO TOWN SEWER**

To see if the Town will vote to extend the "Groton Center Sewer System" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under Article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors' Lot 114-13 (14 Old Ayer Road), but only for the exclusive use of Lawrence Academy, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of

additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments, or otherwise, or to take any other action relative thereto.

#### **CITIZENS' PETITION**

<b><u>Name</u></b>	<b><u>Address</u></b>
Beverly Rodrigues	5 Balsam Walk
Cynthia Bostick	30 Temple Drive
Megan Simon	12 Powderhouse Road
Valerie Templeton	222 Chicopee Row
Katie Quist	12 Powderhouse Road
Edward Mitchell	61 Powderhouse Road
Susan Hughes	62 Watson Road
D. Scott Wiggins	36 Main Street
Jerry Wooding	23 Common Street
Jennifer O'Connor	42 Powderhouse Road

#### **Board of Selectmen: Recommendation Deferred Until Town Meeting**

##### **Finance Committee: No Position**

**Summary: (This summary was submitted by the Petitioners):** *Lawrence Academy is in possession of two properties along Old Ayer Road. They are identified as Parcels 114-12 and 114-13 on the Town "GIS" mapping system located at 14 Old Ayer Road. Currently only parcel 114-12 is included in the Groton Center Sewer District. The Lawrence Academy Board of Trustees is currently updating the LA campus master plan. Preliminary indications are that parcel 114-13 will be used as athletic fields. Lawrence Academy is requesting the sewer district be extended to include parcel 114-13 so that LA would be able to have a small bathroom facility on that parcel to serve the athletic fields. The School has already secured the necessary sewer capacity from the Town through previous agreements. This connection would not represent a change to any existing agreements between the School and the Town.*

##### **Mover: Anna Eliot**

**MOTION:** I move that the Town vote to extend the "Groton Center Sewer System" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under Article 14 of the Annual Town Meeting of April 25, 2005, to include the property shown on Assessors' Lot 114-13 (14 Old Ayer Road), but only for the exclusive use of Lawrence Academy, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments, or otherwise.

##### **Quantum of Town Meeting Vote: Majority**

#### **AMENDMENT TO MOTION offered by Halsey Platt, 2 Old Ayer Rd. :**

**MOTION:** I move that the Town vote to extend the "Groton Center Sewer System" as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, and as shown most recently on the plan approved under Article 14 of the Annual Town Meeting of April 25, 2005, to

include the property shown on Assessors' Lot 114-13 (14 Old Ayer Road), but only for the exclusive use of Lawrence Academy to provide sanitary facilities in support of athletic fields, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner's proportionate share of the general benefit facilities, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments, or otherwise.

##### **Quantum of Town Meeting Vote: Majority**

##### **Vote on Article 20 Main Motion as Amended: Unanimous**

#### **ARTICLE 21: CITIZENS' PETITION – DISCONTINUE OR RELOCATE A WAY**

To see if the Town will vote to discontinue as a public way and/or relocate the entire way that lies between Parcels 1738 and 1739 as shown on a plan entitled "Lost Lake" that was recorded on February 17, 1926 with the Middlesex South District Registry of Deeds as Plan 844 (B of 4) and to authorize the Board of Selectmen to convey all and whatever rights, title and interests the Town and the public may hold in said way to Phillip DeFreitas and Carolyn DeFreitas and/or to relocate said way, on such terms and conditions and for such consideration as the Selectmen deem appropriate. Said way is part of the parcel identified in the Assessors records as Map 129, Lot 196, or to take any other action relative thereto.

#### **CITIZENS' PETITION**

<b><u>Name</u></b>	<b><u>Address</u></b>
Phillip DeFreitas	47 Boathouse Road
Carolyn DeFreitas	47 Boathouse Road
Tasha Roberts-Coombs	77 Boathouse Road
William Coombs	77 Boathouse Road
Susan Burgess Curley	91 Boathouse Road
Patricia Simmons-Mavilia	101 Boathouse Road
Cheryl Duffy	90 Boathouse Road
Thomas Duffy	90 Boathouse Road
Mark Silva	29 Boathouse Road
Evelyn Silva	29B Boathouse Road

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

##### **Finance Committee: No Position**

**Summary: (This summary was submitted by the Petitioners):** *The original plan for Lost Lake shows a series of paper "public" streets that run from Boathouse Road to Lost Lake. Most were never built or used. This article authorizes the Board of Selectmen to extinguish or move one of them. Phillip and Carolyn DeFreitas's house, built in the 1930's, sits on a paper street; moving or removing the paper street removes a cloud on their title.*

##### **Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to discontinue as a public way the way shown as lying between Parcels 1738 and 1739 as shown on a plan entitled "Lost Lake" that was recorded on February 17, 1926 with the Middlesex South District Registry of Deeds as Plan 844 (B of 4); and to authorize the Board of Selectmen to take all actions required to convey whatever right and interest the Town may hold in said way to Phillip DeFreitas and Carolyn DeFreitas on such terms and conditions as the Selectmen deem appropriate, and

to acquire, on behalf of the Town, such easement in any relocated way on, within or adjacent to the property identified in the Assessors' records as Map 129, Lot 196 as may be appropriate or convenient to provide for a right of way for non-motorized use therein.

**Quantum of Town Meeting Vote: Majority**

**Moved and Seconded**

**Vote on Article 21 Main Motion: Unanimous**

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**ARTICLE 22: CITIZENS' PETITION – ZONING AMENDMENT – SOLAR FACILITIES**

To see if the Town will vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by amending Sections 214-4 Definitions, 218-13 Schedule of Use Regulations, and 218-16 Site Plan Review, and adding a new Section 218-25.3 entitled "Large-Scale Ground-Mounted Solar Photovoltaic Facilities", a copy of which is on file in the Office of the Town Clerk, or to take any other action relative thereto.

**CITIZENS' PETITION**

<u>Name</u>	<u>Address</u>
Steven Webber	48 Hemlock Park Drive
Nancy Webber	48 Hemlock Park Drive
Julie Vaughn	52 Chestnut Hill Road
John Smigelski	150 Mill Street
Laurie Smigelski	150 Mill Street
Brian Alcott	157 Mill Street
Stacey Waterman	15 Shepley Street
Alice MacGregor	40 Hemlock Park Drive
Rena Swezey	60 Island Road
Michelle Collette	43 Windmill Hill Road

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

**Finance Committee: No Position**

**Summary:** (This summary was submitted by the **Petitioners**): *This article proposes a change to Groton's zoning to allow solar panels to be deployed in Groton. Without explicitly allowing something, Groton's zoning does not allow it. This bylaw enables the deployment of both ground-based and roof-mounted systems.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to amend Chapter 218, Zoning, of the Code of the Town of Groton, by amending Sections 214-4 Definitions, 218-13 Schedule of Use Regulations, and 218-16 Site Plan Review, and adding a new Section 218-25.3 entitled "Large-Scale Ground-Mounted Solar Photovoltaic Facilities", as set forth in the copy on file in the Office of the Town Clerk, but with the following clerical corrections:

- In the second sentence of subsection 1.10.2, change the words "a municipality's" to "the Town's";
- In subsections 1.13.1, 1.13.2 and 1.13.3, change the words "Site Plan Review Authority" to "Planning Board."

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

**Moved and Seconded**

**Discussion:**

- Planning Board voted unanimously to recommend this Article.

**Member Jason Parent:**

The Planning Board held a public hearing on April 7, 2011, continued on April 14 and 21, 2011, to consider the proposed amendment to entitled, "Large Scale Ground-Mounted Solar Photovoltaic Facilities." The proposed amendment will permit small scale facilities by-right and large scale facilities will be subject to Site Plan Review by the Planning Board. The Planning Board voted unanimously to recommend adoption of the proposed amendment.

- Groton Electric Light Commissioners support this Article.
- Any installation under this proposed bylaw change would require a Site Plan Review.
- Facilities could not be installed in Open Space or on Conservation Land.
- Installations greater than 250 kw would require a Site Plan Review. Installations less than 250 kw are by right.
- Q: How much space does an installation require?
  - R: Typically, a 250 kw installation will occupy approximately one acre

**Vote on Article 22 Main Motion: Unanimous**

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**Motion to Dissolve the 2011 Spring Annual Town Meeting**

**Date: May 2, 2011**

**Moved and Seconded**

**Vote: Unanimous**

**The 2011 Spring Annual Town Meeting was dissolved at 11:18 PM on May 2, 2011.**

**SPECIAL TOWN MEETING**

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

**Beginning Monday, April 25, 2011 @ 8:00 PM**

**The Special Town Meeting was called to order at 8:00 PM on April 25, 2011. A quorum of 288 people were present. The Special Town Meeting was recessed until the conclusion of Town Meeting Article 5.**

**The Special Town Meeting was called to order at 8:10 PM on April 25, 2011. The reading of the warrant was waived.**

**SPECIAL TOWN MEETING WARRANT**

**APRIL 25, 2011**

Middlesex, ss.

Commonwealth of Massachusetts

To any Constable in the Town of Groton

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the twenty-fifth day of April, 2011 at Eight O'clock in the evening, to consider the following:

**ARTICLE 1: CURRENT YEAR LINE ITEM TRANSFERS**

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2011 budget, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *To transfer money within the Fiscal Year 2011 Budget should the need arise. A handout explaining any necessary transfer will be available at Town Meeting.*

**Mover:** George Dillon

**MOTION:** I move that the Town vote to transfer the following sums of money within the Fiscal Year 2011 Town Operating Budget:

**Transfer funds from:**

<u>Line Item</u>	<u>Amount To Be Transferred</u>
1700 – Groton Country Club Salaries	\$ 29,650
1701 – Groton Country Club Wages	\$ 4,000
1703 – Groton Country Club Minor Capital	\$ 15,000
1370 – Police & Fire Communications Wages	\$ 50,000
1160 – Insurance and Bonding	\$ 30,000
3000 – Employee Benefits –	
County Retirement	\$ 13,000
Total	\$141,650

**Transfer funds to:**

<u>Line Item</u>	<u>Amount Transferred To</u>
1072 – Treasurer/Tax Collector Expenses	\$ 3,000
1702 – Groton Country Club Expenses	\$ 48,650
3012 – Medicare/Social Security	\$ 10,000
1311 – Fire Department Wages	\$ 20,000
1312 – Fire Department Expenses	\$ 10,000
1101 – Information Technology Expenses	\$ 4,500
1622 – Veteran’s Service	
Officer Veteran’s Benefits	\$ 10,000
1250 – Mechanical Inspector	
Fee Salaries	\$ 2,000
1280 – Sealer of Weights and	
Measures Fee Salaries	\$ 500
1052 – Town Accountant Expenses	\$ 3,000
1080 – Town Counsel Expenses	\$ 30,000
Total	\$141,650

**Quantum of Town Meeting Vote:** Majority

**Moved and Seconded**

**Vote on Special Town Meeting Article 1:** Unanimous

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**ARTICLE 2: TRANSFER WITHIN WATER ENTERPRISE FUND**

To see if the Town will vote to authorize the Groton Water Department to transfer a sum or sums of money from the Water Enterprise Fund Surplus to the Fiscal Year 2011

**BOARD OF WATER COMMISSIONERS**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article allows the Water Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2011 budget. More information will be*

*provided at Town Meeting to explain any transfer requested under this article.*

**Mover:** Joshua Degen

**MOTION:** I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$50,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2011 Water Department Budget.

**Quantum of Town Meeting Vote:** Majority

**Moved and Seconded**

**Vote on Special Town Meeting Article 2:** Unanimous

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**ARTICLE 3: TRANSFER WITHIN SEWER ENTERPRISE FUND**

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2011 Sewer Enterprise Department budget, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2011 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

**Mover:** Stuart Schulman

**MOTION:** I move that the Town vote to authorize the Groton Sewer Department to transfer the sum of \$50,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2011 Sewer Department Budget.

**Quantum of Town Meeting Vote:** Majority

**Moved and Seconded**

**Vote on Special Town Meeting Article 3:** Unanimous

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**ARTICLE 4: PRIOR YEAR BILLS**

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

**BOARD OF SELECTMEN**

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

**Finance Committee:** *Recommended Unanimously*

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

**Mover:** Stuart Schulman

**MOTION:** I move that this Article be Indefinitely Postponed.

**Quantum of Town Meeting Vote:** Majority

**Moved and Seconded**

**Minutes:** There were no bills from a prior fiscal year to be paid.

**Vote on Special Town Meeting Article 4:** Unanimous

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**ARTICLE 5: AMEND VOTE UNDER ARTICLE 20 OF THE 2010 FALL TOWN MEETING, TRANSFER OF LAND BETWEEN TOWN AND LIGHT DEPARTMENT**

To see if the Town will vote to amend the vote taken under Article 20 of the warrant for the 2010 Fall Town Meeting by approving and authorizing the transfer of custody of the following Town land to the Groton Electric Light Department for the purpose of sale, lease or other conveyance or transfer to the Groton Electric Cooperative or other eligible entity: a portion of Assessors' parcel 113-53 and a portion of Assessors' parcel 113-54; and to authorize the Board of Selectmen and the Board of Electric Light Commissioners to execute, on behalf of the Town and Electric Light Department, all documents necessary to accomplish such conveyance or transfer, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**ELECTRIC LIGHT COMMISSIONERS**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *The previous Town Meeting vote authorized a land swap between the Town and the Groton Electric Light Department in connection with the building of a new office and garage facilities. The Groton Electric Light Department filed Articles of Organization with the Secretary of the Commonwealth on February 15, 2011 pursuant to MGL Chapter 164, Section 47C. to form an Electric Light Cooperative. The Cooperative will be overseeing the design and construction of the new Electric Light Department facilities and a transfer vote reflecting the involvement of the Groton Electric Cooperative is therefore required.*

**Mover:** Anna Eliot

**MOTION:** I move that the Town vote to amend the vote taken under Article 20 of the warrant for the 2010 Fall Town Meeting by approving and authorizing the transfer of custody of the following Town land to the Groton Electric Light Department for the purpose of sale, lease or other conveyance or transfer to the Groton Electric Cooperative or other eligible entity: a portion of Assessors' parcel 113-53 and a portion of Assessors' parcel 113-54; and to authorize the Board of Selectmen and the Board of Electric Light Commissioners to execute, on behalf of the Town and Electric Light Department, all documents necessary to accomplish such conveyance or transfer.

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

**Moved and Seconded**

**Vote on Special Town Meeting Article 5:** Chair declares 2/3 Majority vote. 7 Voters did not contest.

**ARTICLE 6: PURCHASE MAIN STREET PARCELS FROM ROMAN CATHOLIC CHURCH**

To see if the Town will vote to authorize the Board of Selectmen to acquire from the Roman Catholic Archbishop of Boston, by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a fire station, the following three (3) parcels of land located on Main Street: (a) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 60, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 3649, Page 136, (b) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 61, described in a deed recorded in Book 3119, Page 208, and (c) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 62, described in a deed recorded in Book 10317, Page 127,

containing 1 acre, more or less, in the aggregate, and to raise and appropriate, transfer from available funds, or borrow, or any combination of the foregoing, a sum or sums of money for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

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

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

**Summary:** *The Board of Selectmen and Town Manager have been working with the Roman Catholic Archbishop of Boston to purchase the three lots on Main Street that were the former home of the Sacred Heart Church. The agreed to purchase price is \$475,000.*

**Mover:** Stuart Schulman

**Motion:** I move to adjourn this Special Town Meeting to 8:00 PM on May 2 to be held in the Middle School Auditorium.

**Quantum of Vote:** Majority

**Moved and Seconded**

**Vote on Motion to adjourn to May 2 at 8:00 PM:** Unanimous

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**Ed. Note:** At 8:00 PM on May 2, the chair declared a brief recess in the Spring Town Meeting to call to order the first adjourned session of Special Town Meeting. 233 voters were in attendance. A quorum of 147 is needed. The Special Town Meeting was recessed until the conclusion of Article 13. The Spring Town Meeting was resumed.

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**Ed. Note:** The first adjourned session of the Special Town Meeting was called to order at 8:27 PM on May 2 to take up Article 6. Deputy Moderator Jason Kauppi presided.

**ARTICLE 6: PURCHASE MAIN STREET PARCELS**

**Mover:** Stuart Schulman

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to acquire from the Roman Catholic Archbishop of Boston, by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a fire station, the following three (3) parcels of land located on Main Street: (a) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 60, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 3649, Page 136, (b) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 61, described in a deed recorded with said Registry in Book 3119, Page 208, and (c) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 62, described in a deed recorded with said Registry in Book 10317, Page 127, containing 1 acre, more or less, in the aggregate, and to transfer from the Stabilization Fund the sum of \$300,000 and appropriate from Emergency Medical Services Receipts Reserved the sum of \$175,000, for a total of \$475,000 for such acquisition and costs related

thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the acquisition of said parcels of land.

**Quantum of Town Meeting Vote: 2/3's Majority  
Moved and Seconded**

**Report of the Central Fire Station Location Study Committee (Don Black, Chair):**

- Report is included in the appendix to these minutes
- The charge of the Committee was reviewed
  - Assess the existing central fire station
  - If deficient, research other locations
  - Hold hearings with the Board of Selectmen on any potential locations
- Existing fire station was found to be inadequate:
  - 100 years old; 70 years used as a fire station
  - Structurally sound, but hard to adapt to new fire equipment standards
  - Electrical and plumbing are "ancient" and would need to be redone
  - The building is functionally outdated.
  - Regulatory deficiencies are not correctable
  - Expansion not possible on existing site
  - Conclusion: Building has outlived its useful life as a fire station.
- Current needs were identified (see report)
- 15 Tier 1 sites were identified (see report)
  - All sites were visited and scored
  - 3 sites under consideration:
    - Prescott School
    - 279 Main St
    - 29 Station Ave (GELD property)
- First public hearing with the Selectmen scheduled for May 16, 2011 7:30 PM
- The Committee has no finding at this time.

**MOTION:** I move to adjourn this Special Town Meeting to June 13, 2011 at 7:00 to be held in the Performing Arts Center. Mover: Don Black

**Quantum: Majority  
Moved and Seconded**

**Vote: Majority**

**The first adjourned session of this Special Town Meeting was adjourned to June 13, 2011 at 7:00 PM in the Performing Arts Center.**

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**Second Adjourned Session**

**The Second Adjourned Session of this Special Town Meeting of April 25 was called to order at 7:03 PM on June 13, 2011.**

**A Quorum of 163 was present (Quorum requirement was 147).**

Ed Note: at 7:27 PM, a count of 294 people was taken.

**Moderator Robert Gosselin opened the meeting**

**Opening business**

- Anna Eliot, Chairperson of the Board of Selectmen, opened the meeting with the announcement that Sgt. William Woitowicz, U.S. Marine Corps, was killed in action in Afghanistan.

- Lt. Col. John Bruggeman led the assembly in a moment of silence for Sgt. Woitowicz, and then the Pledge of Allegiance.

**Deputy Moderator Jason Kauppi presided over the remainder of the Second Adjourned Session.**

- Article 6 is still on the floor from the First Adjourned Session.. Mr. Kauppi read the Motion as it had been moved and seconded at the First Adjourned Session.

**MOTION: Stuart Schulman**

I move to amend the main motion by striking the number 300,000 in line eleven (11) and inserting the number 275,000, and further by striking the number 475,000 from line twelve (12) and inserting the number 450,000.

**The Main Motion as amended will read :**

I move that the Town vote to authorize the Board of Selectmen to acquire from the Roman Catholic Archbishop of Boston, by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a fire station, the following three (3) parcels of land located on Main Street: (a) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 60, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 3649, Page 136, (b) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 61, described in a deed recorded with said Registry in Book 3119, Page 208, and (c) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 62, described in a deed recorded with said Registry in Book 10317, Page 127, containing 1 acre, more or less, in the aggregate, and to transfer from the Stabilization Fund the sum of \$275,000 and appropriate from Emergency Medical Services Receipts Reserved the sum of \$175,000, for a total of \$450,000 for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the acquisition of said parcels of land.

Discussion:

- The price of the property has been lowered.

**Quantum: Majority**

**Vote on the motion to amend the main motion: Unanimous**

Board of Selectmen recommend for the Article 5 to 0

Finance Committee recommend against 4 to 2

**MOTION - To Limit Debate: Kevin McKenzie, 723 Townsend Rd**

I move to limit debate to 3 minutes. A person may speak one time until all have spoken. The 3 minutes of debate may be extended on option of the Moderator.

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on the Motion to Limit Debate:**

**Chair declared 2/3rds Majority; 7 voters did not contest**

Discussion on Main Motion as amended (continued):

- Stuart Schulman – Review of Article's history
  - A Purchase and Sales was signed in Feb, pending a Town Meeting approval
  - February 13 Special Town Meeting postponed the motion indefinitely. The Central Fire Station Location Study Committee (CFSLSC) was created.



- Article was brought back to the Spring (April 25) Town Meeting. The CFSLSC asked for additional time, which was granted. The Article was postponed until June 13.
- 15 sites were considered by the CFSLSC, which ultimately focused on 3 sites. All of the sites have “pros” and “cons”.
  - 279 Main St. – preferred location; price has been lowered
  - GELD property on Station Ave – Current purchase price is \$199,000; adequate size depending upon required wetlands buffer; potential partial cost-sharing with GELD; infrastructure development costs are TBD; influential impact on Station Ave development.
  - Prescott School – adequate space; building design and costs are TBD – may impact current building; in the historic district; could be highest traffic congestion; “Does mixed use with a fire station work?”
- CFSLSC Report – Don Black
- Charter was to recommend a site or sites to the Board of Selectmen. Their job was to report the facts and not recommend how to vote.
- Details of criteria were reviewed, which included:
  - required building and land square footage
  - space for 30 parking places
  - same or better response time
  - preferably in a “Tier 1” location (within ½ mile of Rt 40 / Rt 199 intersection)
- The list had included to 15 sites. Some were privately owned and not for sale. Others were prohibitively expensive. The list was narrowed on June 1 to Prescott School, GELD property on Station Ave and 279 Main St.
- Prescott School
  - Pro: 2.8 acres, town owned, adequate parking, excess land available, same response time as current
  - Con: Traffic congestion, historic district, demolition and add on or new structure required, wetlands present, potential conflict with the Reuse Committee’s recommendations, potential issues with “mixed use” including fire station, retail and residential
- GELD property on Station Ave
  - Pro: 3.3 acres, town owned via GELD, potentially adequate parking and footprint space, town water and sewer, natural gas, minimal impact to the neighborhood, Access to the station improved (response to call the same as now)
  - Con: Wetlands and stormwater issues, disrupt the Town Center Overlay District planes and PWED grants, town would pay GELD \$200,000 for land, traffic congestion, esp during commuting times
- 279 Main St:
  - Pro: .92 acres, town water and sewer, natural gas, response to calls good, safe haven for motorists
  - Con: \$450,000 purchase price, zoning change or special permit required to achieve setbacks and required parking, unusable areas and parking requirements could leave the fire station short of space, traffic congestion on Main St.
- Finance Committee – Jay Prager
- The Finance Committee believes there is not enough information to make a decision among the properties at this time.
- Each site has many open issues – too many to make a “50 year” decision

- Recommend land evaluation for the October Town Meeting
  - Groton Electric Light – Kevin Lindemer
- GELD is in the process of building a new facility on Station Ave. with no increase in rates or tax burden
- Land which will be vacated might be a good fit for a new fire station
- The sale price to the town of \$199,000 would save the taxpayer money, allow GELD to recoup expenses, and keep the money within town
- Some share development costs are possible with those savings represented in the \$199,000 sale price to the Town. The Town would also benefit from shared engineering on part of the fire station project.
- This site is financially attractive, but many unknowns still exist
  - Fire Chief Bosselait
- Supports the 279 Main St. site
  - This site has the lowest overall cost. It is of adequate size and least restrictive buildability
  - The site has the best line of sight to Main St. and good access to all parts of town.
- GELD
  - Appears to be wetlands and groundwater issues, could have major site preparation costs
  - Unknown buildable land size
  - A water main upgrade likely needed if GELD and the fire station were both to be built here
  - Unknown impact on access and response times due to traffic increases should further TCOD development occur
- Prescott School
  - Looks to have major development costs
- Comments from the public
- ““Further investigation of GELD property required” is a common theme of all the presentations”.
- 279 Main St. is in a prime location. If not used for a fire station, it could be used for another municipal purpose.

**MOTION to amend** “Main motion as amended” Scott Harker  
I move the current Article VI, as recommended and moved by the Board of Selectmen, be amended as follows:

Line 2: The words “from the Roman Catholic Archbishop of Boston...), and

Line 3: The words “...including, without limitation, for use as a fire station,...” be deleted.

The first portion of the Article VI, up to the Colon, to now read:

“To see if the Town will vote to authorize the Board of Selectmen to acquire...(deleted)...by gift, purchase or eminent domain, for general municipal purposes, ...(deleted)... the following three (3) parcels of land located on Main St: ... (etc.)”

#### **Moved and Seconded**

**Quantum:           Majority**

Discussion:

- This is a cleanup of the language in order to focus on the purchase of the real estate
- “Intent is good, but the amendment is not necessary to the meaning of the motion.”

**Vote on the motion to amend (Harker)**

**Yes: 116 No: 147 Motion is defeated**

Discussion on Main Motion as amended (continued):

- Property, if purchased, should be purchased after the church located on the property has been moved
- It's not realistic that the seller will move or tear down the church, devaluing the property, before the property is sold.
- Q: If the property is bought, what is the Town's obligation with the church building?
- R: the P&S requires that the church be moved or torn down with 6 months of signing. If the church building is torn down, the Town will contribute \$10,000 to the expenses.
- Q: What happens to the existing fire station?
- R: Nothing planned at this time.
- Q: How much time and money will it take to answer the outstanding questions?
- R: Not clear. 279 Main St. is the most expedient site. GELD property studies likely to take 6 months.
- Q: What is a central location for a fire station?
- R: Approximately a ½ mile radius from the intersection of Rt. 40 and Rt. 119. Tier 2 sites were outside this radius and not seriously considered.
- The 279 Main St site could be rezoned. A "P" zoning would not require a setback. The use could be for any number of purposes. The purchase of the site would put the land under town control.
- GELD will not wait for the town to begin its construction project, but will look for collaborative opportunities.

**MOTION to Move the Question**

**Quantum: 2/3rds Majority**

**Vote on the Motion to Move the Question: Unanimous**

**Vote on the Main Motion as amended**

**Quantum: 2/3rds Majority**

**Vote: 103 in favor 183 against Motion is defeated**

**MOTION to dissolve**

**Moved and Seconded**

**Vote: Unanimous**

**The Second Adjourned Session of the April 25 Special Town Meeting was dissolved at 9:09 PM**

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

**BUDGET MESSAGE FROM THE  
TOWN MANAGER**

**TOWN OF GROTON  
FISCAL YEAR 2012**

Pursuant to Article 6 of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Board of Selectmen

and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2012 Operating Budget for the Town of Groton. This was a very challenging budget to develop. The Town is continuing to see a decrease in revenues from the Commonwealth of Massachusetts. While the Commonwealth has yet to issue the "Cherry Sheets" for Fiscal Year 2012, we would expect to see a further decrease in State Aid in the next fiscal year. The economy continues to be sluggish with very little sign that we are coming out of the economic conditions that have been negatively impacting revenues over the past two (2) fiscal years. While revenues are exceeding what had been taken in during the same period last year at both the State and local level, the Federal stimulus money that was used to balance last year's budget will not be available in Fiscal Year 2012. However, not all the news is bad. Fortunately for the Town of Groton, we have seen an increase in building permit fees and recycling revenues. While we do not expect major increases in these areas in the next fiscal year, we believe we will maintain the same revenues that have been received thus far in Fiscal Year 2011.

All Departments, Boards, Committees and Commissions were directed to submit budgets that maintain the excellent services our residents currently enjoy and expect. Similar to the last two (2) years, the proposed Fiscal Year 2012 Operating Budget is a "Maintenance Budget". There are no substantive reductions in services for Fiscal Year 2012. Another important consideration in developing this budget was to address action taken at the 2010 Fall Town Meeting. A decision was made at that Meeting to use one hundred thousand (\$100,000) dollars in "Free Cash" to offset the Fiscal Year 2011 Operating Budget, thus offsetting some of the increase in Property Taxes in Fiscal Year 2011. The Finance Committee, Board of Selectmen and I have made the conscious decision to keep the Proposed Operating Budget for Fiscal Year 2012 one hundred thousand (\$100,000) dollars under the levy limit to maintain this reduction.

Fiscal Year 2012 is the final year of a three (3) year contract with the Communications Union. The contract, settled in Fiscal Year 2010, calls for a two (2%) percent Cost of Living Adjustment (COLA) in Fiscal Year 2012. I am pleased to report that the Town has settled a new one (1) year contract with the SEIU Local 888, Town and Library Employees Union. The settled agreement does not call for a COLA in Fiscal Year 2012. In addition, the Town has reached a tentative agreement on a one (1) year contract with the SEIU DPW Union that also does not call for a COLA in Fiscal Year 2012. This Agreement is subject to ratification by the Union and Board of Selectmen. We will provide an update at Town Meeting on the status of the Agreement. The Town is also in active negotiations with the Police Patrolmen's Union on a new Agreement. We will provide the Town with any status change at Town Meeting. Finally, with regard to Bylaw employees, we are not recommending any COLA for Fiscal Year 2012. The Wage and Classification Schedule remain unchanged in Fiscal Year 2012.

The following chart is a breakdown of the proposed municipal budget by function (due to the fact that Fiscal Year 2011 is the first full year of the Golf & Pool Center operating as a Town

Department and the Budget approved was for only eight (8) months, we have not included this budget in the following chart. It would be very difficult to compare the eight (8) months of Fiscal Year 2011 with a full fiscal year. We would expect to see a better history and a full comparison when we present our Fiscal Year 2013 budget):

As we did last year, we believe it is important to commend all Municipal Departments, Boards, Committees and Commissions for their efforts in providing solid budgets that maintain services while keeping spending to an absolute minimum. When you take out the increase in Employee Benefit Costs, the overall Municipal Budget increased only \$79,932, or 1.07%, of which \$78,751 is for Step and Contractual Salary Increases. A 1.07% increase in spending is in line with our economic constraints, including reduced state aid.

I would like to take this opportunity to thank the Board of Selectmen and Finance Committee and all of the Departments, Boards, Committees and Commissions for their outstanding work and cooperation in assisting in the preparation of the Proposed Operating Budget. In addition, the outstanding support and cooperation by Superintendent of Schools Joseph Mastrocola and the Groton Dunstable Regional School District Committee was extremely important in developing a budget that allowed us to maintain services for our residents.

Respectfully submitted,

**Mark W. Haddad**  
Groton Town Manager

<b><u>Function</u></b>	<b><u>FY 2011 Appropriation</u></b>	<b><u>FY 2012 Proposed</u></b>	<b><u>Dollar Change</u></b>	<b><u>Percent Change</u></b>
General Government	\$ 1,540,967	\$ 1,572,840	\$ 31,873	2.07%
Land Use Departments	\$ 362,441	\$ 373,528	\$ 11,087	3.06%
Protection of Persons & Property	\$ 2,669,222	\$ 2,657,966	\$(11,256)	-0.42%
Department of Public Works	\$ 1,867,052	\$ 1,894,629	\$ 27,577	1.48%
Library and Citizens Services	\$ 881,230	\$ 914,991	\$ 33,761	3.84%
Debt Service (within Levy Only)	\$ 210,402	\$ 197,292	\$(13,110)	-6.23%
Employee Benefits	<u>\$ 2,720,801</u>	<u>\$ 2,996,922</u>	<u>\$276,121</u>	<u>10.15%</u>
<b>Municipal Government Total</b>	<b>\$10,252,115</b>	<b>\$10,608,168</b>	<b>\$356,053</b>	<b>3.48%</b>

The total Proposed Fiscal Year 2012 Proposed Operating Budget, including Regional School Assessments and excluded debt, is \$28,488,783 or an increase of 0.46%. When you take into consideration the proposed Capital Budget and additional appropriations raised on the recap sheet, the total proposed budget is \$29,351,837. The Fiscal Year 2011 Tax Rate has been certified at \$16.38. Based on the proposed Budget, the estimated Tax Rate in Fiscal Year 2012 is \$16.50, or an increase of \$0.12. In Fiscal Year 2011, the average Tax Bill in the Town of Groton (based on a home valued at \$400,000) is \$6,552. Under this proposed budget, that same homeowner can expect a tax bill of \$6,600 or an increase of \$48. The following chart shows a comparison between Fiscal Year 2011 and Fiscal Year 2012:

	<b><u>Actual FY2011</u></b>	<b><u>Proposed FY2012</u></b>	<b><u>Dollar Change</u></b>	<b><u>Percent Change</u></b>
Levy Limit	\$22,100,969	\$22,919,718	\$818,749	3.71%*
Tax Rate On Levy Limit	\$14.68	\$15.07	\$0.39	2.66%
Average Tax Bill	\$5,872	\$6,028	\$156	2.66%
Excluded Debt	\$2,558,668	\$2,173,295	\$(385,373)	-15.07%
Tax Rate On Excluded Debt	\$1.70	\$1.43	\$(0.27)	-15.89%
Average Tax Bill	\$680	\$572	\$(108.00)	-15.89%
Final Levy Limit	\$24,659,637	\$25,093,013	\$433,376	1.76%
Final Tax Rate	\$16.38	\$16.50	\$0.12	0.74%
Average Tax Bill	\$6,552	\$6,600	\$48	0.74%

**FALL TOWN MEETING WARRANT  
OCTOBER 17, 2011**

**Town Moderator:** Robert L. Gosselin, Sr.

**Deputy Town Moderator:** Jason Kauppi

**Town Clerk:** Michael F. Bouchard

**Finance Committee:** Jay M. Prager, Chairman; Steven Webber, Vice Chair; Joseph Crowley; Gary Green; Peter J. DiFranco; Michael F. Flynn; Robert Hargraves

**Board of Selectmen:** Anna Eliot, Chairman; George F. Dillon, Jr., Vice – Chair; Peter S. Cunningham, Clerk; Stuart M. Schulman, Member; Joshua A. Degen, Member

**Town Manager:** Mark W. Haddad, Patrice Garvin, Executive Assistant

**Proceedings:** The meeting was called to order at 7:03 PM on October 17, 2011. Moderator Robert Gosselin presided. It was determined that the warrant was duly posted. The reading of the warrant was waived by unanimous vote. There is no quorum requirement for this Annual Town Meeting. At 7:00 PM, 131 voters were present. (Note: at 7:40 PM, 240 voters were in attendance.)

Announcements and opening business:

- Mr. Ben Black and Ms. Judith Sargent led the meeting is the Pledge of Allegiance. Ben joined the 13<sup>th</sup> Army Air Force in 1942 and flew 39 combat missions in WWII. He attained the rank of Captain. Judith joined the WAVES in 1944, attaining the rank of Yeoman 3<sup>rd</sup> Class. The meeting recognized their service and appreciated the leading of the Pledge. Jobs well done!

Middlesex, ss. Commonwealth of Massachusetts

To any Constable in the Town of Groton Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn said inhabitants of the Town of Groton qualified to vote on Town affairs to assemble in the Groton-Dunstable Middle School Auditorium in said Town on Monday, the seventeenth day of October, 2011 at Seven O'clock in the evening, to consider the following:

**ARTICLE LISTINGS**

<b>Article 1:</b>	Prior Year Bills .....
<b>Article 2:</b>	Amend the Fiscal Year 2012 Town Operating Budget .....
<b>Article 3:</b>	Transfer Money into the Capital Stabilization Fund .....
<b>Article 4:</b>	Transfer Money into the Stabilization Fund .....
<b>Article 5:</b>	Offset the Tax Rate .....
<b>Article 6:</b>	Wage and Classification Schedule – New Position .....
<b>Article 7:</b>	Squannacook River Dam Repair .....
<b>Article 8:</b>	Hazel Grove Exhibition Hall Repair/Removal .....
<b>Article 9:</b>	Repair Septic System at Tarbell School .....
<b>Article 10:</b>	Sale or Lease of Tarbell School .....
<b>Article 11:</b>	Fire Department – Mobile Computing Equipment .....
<b>Article 12:</b>	Town Hall Records Management System .....
<b>Article 13:</b>	Improvements to the Emergency Operations Center .....
<b>Article 14:</b>	Submit Application – Water Pollution Abatement Trust .....
<b>Article 15:</b>	Engineering Review – Transport Wastewater to Ayer .....
<b>Article 16:</b>	Environmental Impact Report – Lost Lake Sewer .....
<b>Article 17:</b>	Survey Lost Lake/Knopps Pond .....
<b>Article 18:</b>	Water Department – Purchase Access & Utility Easement .....
<b>Article 19:</b>	Prepare Design Guidelines – Town Center Overlay District .....
<b>Article 20:</b>	26 Anthony Drive – Connection to Town Sewer .....
<b>Article 21:</b>	21 Arlington Street – Connection to Town Sewer .....
<b>Article 22:</b>	Amend Personnel Bylaw .....
<b>Article 23:</b>	Accept Provisions of M.G.L., Chapter 140, Section 147A .....
<b>Article 24:</b>	Amend Dog Control Bylaw .....
<b>Article 25:</b>	File for Legislation – PILOT for Solar Energy Generators .....
<b>Article 26:</b>	Purchase Main Street Parcels – Roman Catholic Church .....
<b>Article 27:</b>	Design Funding for a New Center Fire Station .....
<b>Appendix A:</b>	Dog Control Bylaw .....
<b>Appendix B:</b>	Groton Pool and Golf Center – FY 2011 Income/Expense Summary .....

**MOTION: ADVANCE CONSIDERATION OF  
ARTICLES 26 AND 27 Mover: Joshua Degen**

I move that the Town postpone consideration of Articles 26 and 27 to 7:00 PM on October 24, 2011.

**Moved and Seconded**

**Quantum of Vote: Majority**

**Vote on Main Motion to Advance Articles 26 and 27: Unanimous**

**ARTICLE 1: PRIOR YEAR BILLS**

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

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

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

**Mover: George Dillon**

**MOTION:** I move that the Town vote to transfer from the Water Enterprise Excess and Deficiency Fund the following sums of money for the payment of the following bills of a prior fiscal year:

R. J. Lacombe Septic Service \$3,060

Massachusetts Water Works Association \$ 120

for a total of \$3,180.00

**Moved and Seconded**

**Quantum of Town Meeting Vote: 4/5's Majority**

**Vote on Article 1 Main Motion: Unanimous**

**ARTICLE 2: AMEND THE FISCAL YEAR 2012  
TOWN OPERATING BUDGET**

To see if the Town will vote to amend the Fiscal Year 2012 Operating Budget as adopted under Article 5 of the April 25, 2011 Spring Town Meeting, and vote to raise and appropriate and/or transfer from available funds a sum or sums of money as may be necessary to defray the expenses of the Town for Fiscal Year 2012, or to take any other action relative thereto.

**FINANCE COMMITTEE**

**BOARD OF SELECTMEN**

**TOWN MANAGER**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *The Fiscal Year 2012 Town Operating Budget was approved at the 2011 Spring Town Meeting in April, 2011. Any changes to this Budget would have to be made prior to setting the tax rate. The purpose of this article is to make any necessary changes to balance the FY 2012 Operating Budget. Handouts will be available at Town Meeting outlining any proposed changes.*

**Mover: George Dillon**

**MOTION:** I move that the Town vote to amend the Fiscal Year 2012 Operating Budget, as adopted under Article 5 of the April 25, 2011 Spring Town Meeting, as follows, each line item to be considered as a separate appropriation for the purposes voted:

**Moved and Seconded**

**GENERAL GOVERNMENT:** By increasing the General Government Appropriation from \$1,572,840 to \$1,603,840 so as to increase Line Item 1022 – “Board of Selectmen Expenses” by \$6,000, from \$1,859 to \$7,859 and Line Item 1050 “Town Accountant Salaries” by \$25,000 from \$72,000 to \$97,000.

**Quantum of Vote:** Majority

**Vote on Article 2 General Government Motion:** Unanimous

**PROTECTION OF PERSONS & PROPERTY:** By increasing the Protection of Persons and Property Appropriation from \$2,657,966 to \$2,661,603 so as to increase Line Item 1310 – “Fire Department Salaries” by \$3,637 from \$97,763 to \$101,400.

**Quantum of Vote:** Majority

**Vote on Article 2 Protection of Persons and Property Motion:** Unanimous

**DEPARTMENT OF PUBLIC WORKS:** By increasing the Department of Public Works Appropriation from \$1,894,629 to \$1,900,510 so as to increase Line Item 1502 - “Highway Department Expenses” by \$4,100 from \$138,200 to \$142,300 and Line Item 1540 – “Municipal Building and Property Maintenance Wages” by \$1,781 from \$72,126 to \$73,907.

**Quantum of Vote:** Majority

**Vote on Article 2 Department of Public Works Motion:** Unanimous

**LIBRARY AND CITIZEN SERVICES:** By increasing the Library and Citizen Services Appropriation from \$1,529,841 to \$1,567,475 so as to increase Line Item 1600 – “Council on Aging Wages” by \$1,913 from \$111,014 to \$112,927 and Line Item 1622 - “Veteran’s Service Officer Veteran’s Benefits” by \$33,200 from \$15,000 to \$48,200 and Line Item 1661 “Library Wages” by \$2,521 from \$297,569 to \$300,090.

**Quantum of Vote:** Majority

**Vote on Article 2 Library and Citizen Services Motion:** Unanimous

And to transfer the sum of \$78,152 from the Excess and Deficiency Fund (Free Cash) to fund said increases

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### **ARTICLE 3: TRANSFER MONEY INTO THE CAPITAL STABILIZATION FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money to be added to the sum already on deposit in the Capital Stabilization Fund, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen:** Recommended Unanimously

**Finance Committee:** Recommended Unanimously

**Summary:** The Fund has a balance of approximately \$500,000. The financial management goal is to achieve and maintain a balance in the Capital Stabilization Fund equal to 1.5% of the total annual budget. Any balance beyond the 1.5% level should be added to the Capital Stabilization Fund in conjunction with the Capital Plan to reduce overall borrowing and associated costs. The target amount for the Capital Stabilization Fund will be provided at Town Meeting.

**Mover:** George Dillon

**MOTION:** I move that the Town vote to transfer the sum of \$300,000 from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Capital Stabilization Fund.

**Moved and Seconded**

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

**Vote on Article 3 Main Motion:** Unanimous

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### **ARTICLE 4: TRANSFER MONEY INTO THE STABILIZATION FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum or sums of money to be added to the sum already on deposit in the Stabilization Fund, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen:** Article Withdrawn

**Finance Committee:** Article Withdrawn

**Summary:** The balance in this fund is approximately \$1.2 million. The financial management goal is to achieve and maintain a balance in the Stabilization Fund equal to 5% of the total annual budget. The target amount for the Stabilization Fund will be provided at Town Meeting.

**Mover:** George Dillon

**MOTION A:** I move that the Town vote to transfer the sum of \$0 from the Excess and Deficiency Fund (Free Cash) to be added to the sum already on deposit in the Stabilization Fund.

**Moved and Seconded**

**MOTION B:** I move that Article 4 be indefinitely postponed.

**Quantum of Town Meeting Vote:** Majority (to indefinitely postpone)

**Vote on Article 4 Main Motion B:** Unanimous

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### **ARTICLE 5: OFFSET THE TAX RATE**

To see if the Town will vote to transfer a sum of money from the General Excess and Deficiency Fund (Free Cash) or from other available funds for the purpose of affecting the tax rate for the period beginning July 1, 2011, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen:** Recommended Unanimously

**Finance Committee:** Recommended Unanimously

**Summary:** The intent of this article is to use a portion of Free Cash or General Stabilization Fund monies as a funding source for the FY 2012 Budget in order to lower the amount of money required to be raised from taxes or to balance a deficit budget. The amount of Free Cash and General Stabilization Fund monies available for appropriation will be provided at Town Meeting.

**Mover:** Joshua Degen

**MOTION:** I move that the Town vote to transfer the sum of \$200,000 from the Excess and Deficiency Fund (Free Cash) for the purpose of affecting the tax rate for the period beginning July 1, 2011.

Comments:

- Tax rate would be offset from the current \$16.38 to \$16.33

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 5 Main Motion: Unanimous**

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## **ARTICLE 6: WAGE AND CLASSIFICATION SCHEDULE – NEW POSITION**

To see if the Town will vote to amend the Fiscal Year 2012 Town of Groton Wage and Classification schedule by adding the following position:

<b>Position</b>	<b>Grade</b>
IT Desktop Support Specialist	Grade 5

and, further, to amend the Fiscal Year 2012 Town Operating Budget by creating a new line item numbered 1102, entitled “Wages,” in the Informational Technology Department portion of the Budget; and to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to fund said position in Fiscal Year 2012, or to take any other action relative thereto.

**TOWN MANAGER**

**INFORMATION TECHNOLOGY DIRECTOR**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended by Majority**

**Summary:** *The position and appropriation would create a Desktop Support Specialist in the Information Technology Department. The person will assist in day-to-day functions of the Department, including desktop support and maintenance for end users, documentation, record and asset tracking, and basic server administration. It is anticipated this would be a part-time, 19 hour per week position, which would not require any additional benefits. The amount requested in FY 2012 is \$11,000. Should the position become permanent, the anticipated FY 2013 appropriation for this position would be \$15,840.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to amend the Fiscal Year 2012 Town of Groton Wage and Classification schedule by adding the position of IT Desktop Support Specialist at Grade 5; and to amend the Fiscal Year 2012 Town Operating Budget by creating a new line item numbered 1102, entitled “Wages,” in the Informational Technology Department portion of the Budget; and to transfer the sum of \$11,000 from the Excess and Deficiency Fund (Free Cash) to fund said position in Fiscal Year 2012.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 6 Main Motion: Unanimous**

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## **ARTICLE 7: SQUANNACOOK RIVER DAM REPAIR**

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 conduct needed repairs to the Squannacook River Dam located in West Groton, and all costs associated and related thereto, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *The West Groton Dam located on the Squannacook River became the Town’s responsibility when the Town took possession of the old leather board mill for tax foreclosure. Once the Town became the owner, it became subject to the regulations set forth by the Office of Dam Safety. During routine inspections, deficiencies in the dam have been noted and need to be addressed. These include concrete spalling on the face and spillway, repair of low water control, and spillway repair. The funding requested in this article (estimated to be \$25,000) will be added to funds already available through a grant for the repairs, which currently total approximately ninety thousand (\$90,000) dollars.*

**Mover: George Dillon**

**MOTION:** I move that the Town vote to transfer the sum of \$25,000 from the Excess and Deficiency Fund (Free Cash) to perform needed repairs to the Squannacook River Dam located in West Groton, and all costs associated and related thereto.

**Discussion:**

- A description of the repairs was presented to the Meeting
- Every 3 years the State requires an inspection at a cost of \$4800. The Town’s ongoing responsibility will be to fix things as they come up.
- One member stated that he hoped the repairs could be done in such a way as to not preclude the possibility of generating electricity.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 7 Main Motion: Unanimous**

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## **ARTICLE 8: HAZEL GROVE EXHIBITION HALL REPAIR/REMOVAL**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money for the purpose of dismantling and removing the Exhibition Hall located at Hazel Grove Park in such a manner as to preserve the structure until funding can be obtained to perform the necessary repairs, and all costs associated and related thereto, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Article withdrawn**

**Finance Committee: Article withdrawn**

**Summary:** *In August of this year, a Structural Framing Review was conducted on the Exhibition Hall and Viewing Tower at Hazel Grove Park. A copy of the report is available for public inspection in the Office of the Town Manager at the Town Hall. The Exhibition Hall is in need of extensive repairs, estimated to be in the range of \$250,000. It was recommended that the Building be dismantled in such a way as to preserve it until such time as the necessary repair funding can be obtained. The estimate for this dismantling is approximately \$30,000.*

**Mover: Joshua Degen**

**MOTION A:** I move that the Town vote to transfer the sum of \$0 from the Excess and Deficiency Fund (Free Cash) for the purpose of dismantling and removing the Exhibition Hall located

at Hazel Grove Park in such a manner as to preserve the structure until funding can be obtained to perform the necessary repairs, and all costs associated and related thereto.

**Moved and Seconded**

**MOTION B:** I move that Article 8 be indefinitely postponed.

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 8 Main Motion B: Unanimous**

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**ARTICLE 9: REPAIR SEPTIC SYSTEM AT TARBELL SCHOOL**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum or sums of money to repair the septic system for the Tarbell School Building located on Pepperell Road in West Groton, and all costs associated and related thereto, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *The Board of Selectmen has been working with the Groton Dunstable Regional School District Committee to determine the future of the Tarbell School. As part of the determination, an inspection of the septic system was performed. In order for the building to be sold or leased, the septic system needs to be repaired. Ross Engineering was hired by the Town to perform the necessary testing to determine the current system's condition. The results of the testing confirmed that there are sufficient depths of soil to provide an acceptable percolation rate. Therefore, the Town has moved forward with a design to upgrade the septic system for the School. This upgrade will allow the Town to install a system capable of serving the existing approved capacity of the property. The capacity is 700 gallons per day, which is equivalent to a 140 student school, a six bedroom house or a 9,000 square foot office building. The estimated cost to repair the system is \$35,000.*

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$35,000 from the Excess and Deficiency Fund (Free Cash) to repair the septic system for the Tarbell School Building located on Pepperell Road in West Groton, and all costs associated and related thereto.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote:** No vote at this time (deferred until after discussion of Article 10)

**Moderator: Unanimous Consent given to withdraw the Main Motion under Article 9.**

*(Editor note: Motion under Article 9 withdrawn to allow motion to be heard to advance Article 10)*

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**MOTION TO ADVANCE FOR CONSIDERATION ARTICLE 10**

**Moved and Seconded**

**Vote:** "Ayes have it; Article 10 is advanced."

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**ARTICLE 10: SALE OR LEASE OF TARBELL SCHOOL**

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

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended by Majority**

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

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer to the Board of Selectmen, for the purpose of sale, the property known as the Tarbell School and to authorize the Board of Selectmen to sell the property, being the 1.44 acre site located at 73 Pepperell Road, West Groton, Massachusetts, shown on Groton Assessors' Maps as Parcel 102-44, and the building thereon known as the Tarbell School, which comprises approximately 8,300 square feet, for a sum of not less than \$35,000, and to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said property, and to petition the General Court for any special legislation necessary to accomplish said sale.

**Discussion:**

- Robin Kane, potential buyer, introduced herself to the meeting. Ms. Kane runs the Country Kids Day Care which she would like to operate out of the Tarbell School.
  - Country Kids is a "for profit" business and is not tax-exempt
  - Estimated fit-up costs are estimated to be \$400k to \$600k
- This school is perceived to be a "win-win" for the neighborhood and the school.
- Q: How does the School District get removed from the lease?
  - A: The District will need to release it.
- Q: Why not just sell the building for \$1.00 instead of risking the liability of a higher cost for septic repair?
  - Can not transfer a building without a Title 5 Certificate
- Financials
  - Sales price: \$35,000
  - Septic Repair: \$35,000 (borne by the Town)
  - Assessed value: \$600,000
  - Repairs/Fit-up: \$400,000 to \$600,000 (borne by the buyer)
  - Estimated taxes (as a "for profit"): \$8,000 to \$10,000



- Previous efforts to sell the building have not been successful. This potential sale is to a resident with a local business. It keeps the business in town, and people employed. It is a suitable business for the location and the building.

**Moved and Seconded**

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

**Vote on Article 10 Main Motion:**

**Chair declared 2/3 Majority; 7 voters did not contest**

[Editor note: After advancement and discussion of Article 10, Article 9 was re-presented to the meeting.]

**ARTICLE 9: REPAIR SEPTIC SYSTEM/TARBELL SCHOOL**      **Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$35,000 from the Excess and Deficiency Fund (Free Cash) to repair the septic system for the Tarbell School Building located on Pepperell Road in West Groton, and all costs associated and related thereto.

**Discussion:**

- Q: What if the price of the septic repair exceeds \$35,000?
  - R: The Town has estimates in hand to repair the septic at a cost of \$23,000. It is believed that there will be no cost over-run.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 9 Main Motion: Unanimous**

**ARTICLE 11: FIRE DEPARTMENT - MOBILE COMPUTING EQUIPMENT**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of sums of money to purchase computing equipment to be installed in the Town's ambulances and front line fire vehicles, and all related costs, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *This article will allow the Fire Department to purchase laptop computers for the ambulances & front line fire trucks. The State Office of Emergency Medical Services (OEMS) now requires data to be submitted for all medical runs in electronic forms and fire apparatus will be able to have the latest town maps & hydrant locations en route to calls. If the Dispatch Center receives a 9-1-1 grant and the computers are installed then it will be able to send emergency call information such as addresses, pre-plan information of the buildings and any hazards to the laptops in the vehicles that are responding to a call. Ordinarily, this item would be added to the Five (5) Year Capital Plan, however, it is being requested out of sequence based on the availability of the 9-1-1 Grant to upgrade the Dispatch Center. If approved, the Town will be purchasing five laptops and the necessary mounting equipment and software to install these in both ambulances and the three front line fire apparatus. The total cost for this purchase is estimated to be \$31,500.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to transfer the sum of \$31,500 from the Excess and Deficiency Fund (Free Cash) to purchase computing equipment to be installed in the Town's ambulances and front line fire vehicles, and all related costs.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 11 Main Motion: Unanimous**

**ARTICLE 12: TOWN HALL RECORDS MANAGEMENT SYSTEM**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to purchase a Records Management System for the Town Hall, and all costs associated and related thereto, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended Unanimously**

**Summary:** *The Town has several locations in which it stores permanent records. Currently, there are files in the attic (third floor) and basement of the Town Hall, which is very damp and a poor place to store records, along with Legion Hall. This is a very inefficient and haphazard way to store the Town's permanent records. The attic of the Town Hall is cluttered and it is very difficult to add any more files in its current condition. Recently, the Groton Police Department installed a records management system that has allowed the consolidation of all of its records in a very cohesive manner. It is the intention of this article to procure a similar system for installation in the attic (third floor) of the Town Hall. This will provide for a more efficient and organized manner to store these records. The cost of this system (off the State Bid List) is \$45,000.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to transfer the sum of \$45,000 from the Excess and Deficiency Fund (Free Cash) to purchase a Records Management System for the Town Hall, and all costs associated and related thereto.

**Discussion:**

Q: What is being purchased?

R: A physical file system to store paper records which the Town is required to keep.

Q: Why \$45,000?

R: This is the cost of the system. It is similar to what was installed in the Public Safety Building within the last couple of years.

Q: Will the weight of the system be able to be supported on the third floor of Town Hall?

R: This has been looked at and will be safe if installed according to the recommendation.

Q: Can this purchase wait? Does it need to be done now?

R: Records in Town Hall need to be organized and managed. It should be done as soon as possible.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 12 Main Motion: Chair declares Majority Vote**



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### **ARTICLE 13: IMPROVEMENTS TO THE EMERGENCY OPERATIONS CENTER**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money to make improvements to the Emergency Operations Center located at the Public Safety Building, including the purchasing of equipment and wiring of the building to accommodate these improvements, and all other costs associated and related thereto, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *Currently, the Town has located its Emergency Operations Center at the Public Safety Building on Pleasant Street. When activated, this Center serves as the command post for all emergency operations during an emergency event, such as a hurricane or other disaster. The Center was activated during the recent Tropical Storm Irene. While the Town was able to do an outstanding job dealing with this event, several issues arose that identified deficiencies in the current Center's configuration. The purpose of this Article is to appropriate the necessary funds to make important improvements to the EOC. Improvements are estimated to cost approximately \$30,000.*

**Mover:** **Peter Cunningham**

**MOTION:** I move that the Town vote to transfer the sum of \$30,000 from the Excess and Deficiency Fund (Free Cash) to make improvements to the Emergency Operations Center located at the Public Safety Building, including the purchasing of equipment and wiring of the building to accommodate these improvements, and all other costs associated and related thereto.

#### **Discussion:**

- During the recent Hurricane Irene (Summer, 2011), several incompatibilities and shortages with equipment were identified.
- This request is to purchase equipment to resolve these issues.

#### **Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 13 Main Motion: Chair declares a Majority vote**

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*[Editor note: Articles 14, 15 and 16 are related and were presented and discussed together.]*

### **ARTICLE 14: SUBMIT APPLICATION - WATER POLLUTION ABATEMENT TRUST**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the preparation and submission of an application to the Massachusetts Water Pollution Abatement Trust for a low interest loan to be used for the construction of sewer infrastructure in the Lost Lake Area, and to update the application to the USDA-Rural Utility Service for a low interest loan and grant package for design and construction of

sewer infrastructure in the Lost Lake Area, or to take any other action relative thereto.

#### **LOST LAKE SEWER ADVISORY COMMITTEE**

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

**Finance Committee:** *Recommended by Majority*

**Summary:** *This proposed expenditure from the General Fund, estimated to be \$10,000, is for the submission of an application to the Massachusetts Water Pollution Abatement Trust and the USDA-Rural Utility Service for low interest loans related to the construction of the Lost Lake Sewer System.*

**Mover:** **Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$10,000 from the Excess and Deficiency Fund (Free Cash) for the preparation and submission of an application to the Massachusetts Water Pollution Abatement Trust for a low interest loan to be used for the construction of sewer infrastructure in the Lost Lake Area, and to update the application to the USDA-Rural Utility Service for a low interest loan and grant package for design and construction of sewer infrastructure in the Lost Lake Area.

#### **Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

#### **Discussion (encompassing Articles 14, 15 and 16):**

- A presentation was delivered by Woodard and Curran (included in the Meeting Information Packet)
- Reports:
  - Planning Board voted 3 to 1 in favor of Articles 14, 15 and 16
  - Board of Health voted unanimously in favor of the three articles with the condition that non-businesses on Forge Village Road not be allowed to connect to the system
  - Conservation Commission voted 3 in favor and 1 abstain to support all three articles
  - Finance Committee recommended by majority vote as customary and reasonable costs of the study. Abstentions were because it was felt there were not enough users to justify the total cost.
  - Lost Lake Sewer Commission is in support of all three articles
  - Economic Development Committee is in support of all three articles. They felt that Four Corners commercial activity would be positively impacted with sewer availability.
  - Groton Board of Trade Officers are in favor of the three articles as they believe Four Corners commercial activity will benefit.
- Q: What is being asked?
  - R: Funding for the several reports related to progressing a Lost Lake sewer System through these three articles:
    - Article 14: Free Cash to prepare an application for a low interest loans and grant application
    - Article 15: Free Cash for engineering studies to submit an Environmental Notification Form for inter-basin wastewater transfer

- Article 16: Borrowing to complete an Environmental Impact Report related to the inter-basin transfer of waste water
- System funding and approval is not being sought at this time. Should a system be proposed, that will occur at a future town meeting.
- These reports will indicate the total costs of the project.
- Q: Will sewer availability allow previously unbuildable lots to be developed?
  - R: A buildable lot is subject to more criteria than only sewer capacity. Some non-conforming lots will be buildable because of sewer availability, because they also meet Zoning criteria. Not all lots will meet this criteria.. No estimate of the amount of buildable lots to be allowed is available because of the complexity involved with each situation.
- Q: How much money has been spent to date on the Lost Lake Sewer project, and how much has been recovered from the potential users?
  - R: Approximately \$400,000 has been spent, all by the Town, not the individual potential users.
- Q: Will people be required to connect to the new proposed sewer system?
  - R: Households will be required to pay the betterment fees, but not required to connect to the system.
- Q: How long will this study be valid?
  - R: This is a 20 year plan.
- Q: Doing the numbers, this will impact the area residents by approximately a \$200 per year charge. This is a low income area. Has anyone studied the impact of this to these residents?
  - R: Not specifically. It was pointed out that the estimated costs of the project do not include the offsets grants may offer, should they be awarded. Three types of grant opportunities are being sought:
    - USDA Rural Development – 30 to 40% grant and low interest loans
    - State – 2% cap on loan funds but 0% interest for loans affecting nutrient removal
    - Mass Works – 100% grant in the Four Corners area to benefit economic development
- Q: Would bringing town water to this area be less expensive and reduce the space of relocating septic systems?
  - R: Yes town water would ease the space problem in relocating septic systems, but would not necessarily but less costly and would not alleviate the lakes issue in reducing nitrogen.
- Q: How long would it take to build the sewer system?
  - R: Approximately two years
- Q: What is the expected improvement in nutrient loading for the lakes?
  - R: That answer is not known at this time.
- Q: Does Ayer have the capacity to accept the wastewater from the Lakes region?
  - R: Yes
- Q: What is the fallback plan and costs should the “Ayer transport” not work out?
  - R: Not defined at this time
- Q: Have all costs been thoroughly vetted:

- R: These studies will vet most of these costs.
- Q: Is offset mitigation required?
  - R: Unknown at this time. An offset mitigation plan would increase the chances of State approval of the inter-basin transport. Offset mitigation would have its own set of costs.
- Q: What would “offset mitigation” look like? What are realistic offsets?
  - R: The Environmental Impact Report, with funding requested under Article 16, would address these issues.
- Q: If Four Corners was excluded, could a Groton system handle the septic needs of the Lost Lake region?
  - R: No

**Motion to move the question of Article 14:**

**Quantum: 2/3<sup>rd</sup> Majority**

**Vote: Unanimous**

**Vote on the Main Motion of Article 14: Chair declared Majority vote**

### **ARTICLE 15: ENGINEERING REVIEW – TRANSPORT WASTEWATER TO AYER**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for an engineering review of transporting the wastewater generated in the Lost Lake Area to the Town of Ayer for treatment, including completion of the Comprehensive Wastewater Management Report, and submittal of an Environmental Notification Form to regulatory authorities, or to take any other action relative thereto.

#### **LOST LAKE SEWER ADVISORY COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommended by Majority**

**Summary:** *This proposed expenditure, estimated to be \$40,000, is to allow the Town’s engineer to review the viability of transporting the wastewater generated from the Lost Lake Area to Ayer for Treatment, and to complete necessary regulatory filings. The Ayer option will greatly reduce the overall project costs to the sewer users in the Lost Lake Area.*

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$40,000 from the Excess and Deficiency Fund (Free Cash) for an engineering review of transporting the wastewater generated in the Lost Lake Area to the Town of Ayer for treatment, including completion of the Comprehensive Wastewater Management Report, and submittal of an Environmental Notification Form to regulatory authorities.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 15 Main Motion: Majority**

### **ARTICLE 16: ENVIRONMENTAL IMPACT REPORT - LOST LAKE SEWER**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the filing of an Environmental Impact Report with the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs, subject to approval by state

regulators of an inter-basin transfer of water from the Lost Lake Area to the Ayer wastewater system, or to take any other action relative thereto.

#### **LOST LAKE SEWER ADVISORY COMMITTEE**

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

**Finance Committee:** *Recommended by Majority*

**Summary:** *This proposed expenditure, estimated to be \$350,000, is to allow the Town and its engineer, Woodard and Curran, to file an Environmental Impact Report for the Lost Lake Sewer Project. The filing of this report is required due to the Inter-basin Transfer of water for wastewater treatment in the Town of Ayer.*

**Mover:** Anna Eliot

**MOTION:** I move that the sum of \$350,000 be appropriated for the purpose of financing the filing of an Environmental Impact Report with the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs, subject to approval by state regulators of an inter-basin transfer of water from the Lost Lake Area to the Ayer wastewater system, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen be authorized to borrow the sum of \$350,000 and issue bonds or notes of the Town therefor, pursuant to Massachusetts General Laws, Chapter 44, Section 7 and/or Chapter 29C of the General Laws, as amended; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as amended; that the Treasurer with the approval of the Selectmen be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C, as amended; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen be authorized to enter into a project regulatory agreement with the Department of Environmental Protection to expend all funds available for the project.

**Moved and Seconded**

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

**Vote on Article 16 Main Motion:** Motion Carried: 115 In Favor 37 Against

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#### **ARTICLE 17: SURVEY LOST LAKE/KNOPPS POND**

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 conduct an aquatic biological survey of Lost Lake/Knopps Pond, or to take any other action relative thereto.

#### **GREAT PONDS ADVISORY COMMITTEE**

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *In order to determine the best course of action to address the weed problem in Lost Lake/Knopps Pond, an aquatic biological survey needs to be conducted to determine*

*the extent and type of the invasive plants and the best way to address the issue. It is anticipated that the cost of this survey will be \$2,750.00. The Groton Lakes Association has already approved \$1,500 dollars for the survey. This article is requesting the remaining funds to complete the survey.*

**Mover:** Joshua Degen

**MOTION:** I move that the Town vote to transfer the sum of \$1,250 from the Excess and Deficiency Fund (Free Cash) to conduct an aquatic biological survey of Lost Lake/Knopps Pond.

**Moved and Seconded**

**Quantum of Town Meeting Vote:** Majority

**Vote on Article 17 Main Motion:** Unanimous

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#### **ARTICLE 18: WATER DEPT – PURCHASE ACCESS & UTILITY EASEMENT**

To see if the Town will vote to appropriate, and authorize the Groton Water Department to expend, a sum or sums of money from the Water Enterprise Fund for the purpose of purchasing an Access and Utility Easement over and through property located at #402 Chicopee Row and shown on Groton Assessors' Maps as Parcel 231-85 for the proposed Unkety Brook Well Site, or to take any other action relative thereto.

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

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

**Finance Committee:** *Recommended Unanimously*

**Summary:** *The sum requested under this article will be \$25,000, in order to acquire an Access and Utility Easement on #402 Chicopee ROW so that the Groton Water Department may access the future Unkety Brook Well Site with vehicles, so that the proper underground utilities may be installed in order to operate the well.*

**Mover:** Joshua Degen

**MOTION:** I move that the Town vote to transfer the sum of \$25,000 from the Water Enterprise Excess and Deficiency Fund and authorize the Groton Water Department to expend said \$25,000 for the purpose of purchasing an Access and Utility Easement over and through property located at #402 Chicopee Row and shown on Groton Assessors' Maps as Parcel 231-85 for the proposed Unkety Brook Well Site.

**Moved and Seconded**

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

**Vote on Article 18 Main Motion:** Unanimous

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**MOTION to Adjourn the meeting until Monday October 24 at 7:00 PM**

**Moved and Seconded**

**Quantum:** Majority

**Vote on Motion to Adjourn:**

Majority

*October 17 session of the 2011 Fall Town Meeting was adjourned at 10:52 PM*

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**FIRST ADJOURNED SESSION**

**The first adjourned session of the 2011 Fall Town Meeting was called to order at 7:01 PM on October 24, 2011 by Moderator Robert Gosselin.**

**There is no quorum requirement. 174 voters were in attendance at 7:00 PM, 331 at 8:00 PM.**

**As voted at the October 17 session, consideration of Articles 26 and 27 was advanced to 7:00 PM on October 24. Deputy Moderator Jason Kauppi presided over Articles 26 and 27.**

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**ARTICLE 26: PURCHASE MAIN STREET PARCELS - ROMAN CATHOLIC CHURCH**

To see if the Town will vote to authorize the Board of Selectmen to acquire from the Roman Catholic Archbishop of Boston, by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a fire station, the following three (3) parcels of land located on Main Street: (a) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 60, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 3649, Page 136, (b) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 61, described in a deed recorded in Book 3119, Page 208, and (c) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 62, described in a deed recorded in Book 10317, Page 127, containing 1 acre, more or less, in the aggregate, and to raise and appropriate, transfer from available funds, or borrow, or any combination of the foregoing, a sum or sums of money for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommendation: 4 in Favor; 3 Against**

**Summary:** *This article has been placed on the Warrant as a place holder by the Board of Selectmen. Last Spring, the Board brought this Article forward as a potential site for a new Central Fire Station. During the debate and subsequent vote at Town Meeting, one of the issues raised was that further investigation of a site on Station Avenue, controlled by the Groton Electric Light Department, needed to be completed. In addition, there were neighborhood concerns that needed to be addressed. The Board has spent the last several months working with the Electric Light Commission to determine the feasibility of the Station Avenue Site. At this time, it appears that this site is not viable as it does not have adequate room and the cost of storm water management is prohibitive. To that end, the Board has placed this Article on the Warrant for reconsideration by the Town Meeting.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to acquire from the Roman Catholic Archbishop of Boston, by gift, purchase, or eminent domain, for general

municipal purposes, including, without limitation, for use as a fire station, the following three (3) parcels of land located on Main Street: (a) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 60, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 3649, Page 136, (b) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 61, described in a deed recorded with said Registry in Book 3119, Page 208, and (c) a parcel located at 279 Main Street, shown on Assessors Map 112 as Parcel 62, described in a deed recorded with said Registry in Book 10317, Page 127, containing 1 acre, more or less, in the aggregate, and to transfer from the Stabilization Fund the sum of \$200,000 and appropriate from Emergency Medical Services Receipts Reserved the sum of \$125,000, for a total of \$325,000 for such acquisition and costs related thereto, and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the acquisition of said parcels of land.

**Moved and Seconded**

**Discussion:**

Mr. Cunningham (Board of Selectmen):

- At the previous meeting, voters requested further analysis of all options
- Groton Electric Light Commission had stated that their Station Ave "excess land" site was available. Since the last Town Meeting, an engineering study of the site in two different layouts was conducted. One layout was a combined GELD/Fire Station building; the other being two standalone buildings. The combined building was cited as being costly to build. The concept for two standalone buildings involved significant suite preparation costs due to wetlands and drainage and an access road.
- The Board of Selectmen believe 279 Main St is the best site for a new fire station. It is in the "Tier 1" response time designation, is available and is affordable to purchase and develop.
- Station Ave, Prescott School and 14 other sites were considered by the Central Fire Station Relocation Study Committee. All sites had issues, ranging purchase cost, availability and site remediation.
- Public safety concerns are driving the need for a new fire station.

Mr. Green (Finance Committee, Majority)

- With the recent financial analysis, the majority of the Finance Committee feel that financial diligence has been done.
- The risk profile is acceptable. Unknown financials on the other properties.
- It is the opinion that this site will work for the future.

Mr. Prager (Finance Committee, Minority)

- Costs of 279 Main St and of the GELD site are close, if the access road at the GELD site is not built. Opinion is that the access road is not needed. It is .3 miles longer to the same point on Broadmeadow using Main St., and is an acceptable tradeoff.

- Could the GELD site building be scaled back to work better? A larger building may cause underutilization of other facilities. The GELD site meets public safety and architectural requirements and would place most town services in close proximity.

#### Fire Chief Bosselait

- #1 priority is response time. Station Ave to Main St. adds time. Separate facilities delays response time when EMT equipment and fire equipment are both needed.
- The current station is antiquated. Electric and plumbing both need significant work. The bays are too small, requiring specially sized equipment. The building is not ADA compliant.
- The fire department receives 1100 calls per year – approximately 2 EMS and 1 fire call per day. There are 4 full time fire and EMT personnel. Nights and weekends are manned by call-volunteer personnel. Response time to an incident is increased with call responders as access “to” the building(s) adds to response time. 50% of the calls are Monday to Friday between 8 and 4.
- 279 Main St is the best location because it is centrally located and available to Main St. Growth for Groton is projected to 15,000 residents within 10 years, putting increased demand on fire and other public services. 279 Main St. is the most cost effective solution. It is the #1 ranked site by the Central Fire Station Relocation Committee. The available green space will be more than the current provided by the church building. There are very good site lines from the truck bays – people can see the fire equipment and the firefighters can see the street. There are two means of egress if needed. It would be a visible safe haven.

#### Deputy Chief Clarence Jefferson (statement read to the Meeting)

- Expressed concern about response times, especially the on-call “two way” response time.  
Lieutenant Susan Daly
- A member of the Central Fire Station Relocation Committee.
- Also concerned about response time
- The CFSRC survey rating sheets ranked this site #2; the GELD site ranked #3
- The final report of the CFSRC ranked the 279 Main St site #1, GELD #2 and Prescott School #3. Further due diligence solidified this recommendation.

#### Police Chief Palma

- The Public Safety Building was built 17 years ago to house police, ambulance and a call fire department. The growth in town requires new space.
- If EMS moved out, the bays would be used by the police department, as much equipment is now stored outside. Additional office space would be used by emergency management services, emergency shelter and the Emergency Operations Center.

#### Nadia Madden (Conservation Commission)

- There has been no filing to date for a review of a Station Ave plan for a fire station and a GELD facility.
- On Aug 30, the Conservation Commission did rule that GELD could rebuild, as per their single facility plan, on this site.
- The Commission voted “no” to approve a plan based upon a drawing of a larger building and impervious surface. This, however, was not a plan filing. The concerns were flooding potential and impact to water quality.

#### Al Collins (Historical Commission)

- The HC is interested in retaining the Town’s character while progressing into the future. Main St. is an important aspect of the Town’s character.
- While 279 Main St. is just outside of the historical district, the Historical Commission is concerned with the impact of a fire station on the Historical District.
- With reservations, the Historical Commission supports the 279 Main St. location for a fire station, and would request to participate in an oversight committee to create a harmonic design.

#### Kevin Lindemer (Groton Electric Light Commission)

- Station Ave site preparation costs are higher than expected.
- Questions the need for an access road to Broadmeadow
- A fire station could be located on Station Ave, but special consideration would be needed from the Planning Board and Conservation Commission
- If the fire station is not built on Station Ave, GELD will declare the land surplus. GELD is not partial to the fire station location.

#### Russell Harris (Opponent to the 279 Main St. Fire Station location)

- The location of a fire station at 279 Main St. is bad planning. It will result in a building being out of proportion on the site, with no room for expansion. There will be insufficient parking. The aesthetics will degrade Main St.
- There have been many successful projects in town (e.g. Gibbet Hill, Groton Public Library, Surrenden Farms, Whitney Well, RiverCourt public/private partnership). In his view, the 279 Main St. project does not meet the standards of these efforts.
- Would like to see a concept plan identifying the need, costs and sites, reviewed in public.
- Eminent Domain should not be ruled out to acquire a site. As an example, a better site would be the land next to the Public Safety Building. The fire station could be collocated with the police department. The land could be purchased reasonably. It would be reasonable for the Trust for Groton School and Lawrence Academy to consider a sale, as the Town did sell them Shirley Road. This would be a neighborly act.

## Open Discussion

- Peter Cunningham – The concept plan is embedded in the Town’s Master Plan. Need to rely upon the fire professionals to specify the details.
- Michele Collette (Member of the CFSLC) – The property on Farmer’s Row, next to the Public Safety Building, was explored. The Trust was not interested in selling. Eminent Domain would be required to obtain this policy.
- Jeremy Januskiewicz (Member of the CFSLC) – Believes response time is currently a significant issue because there are two sites to work from. Supports 279 Main St. site as the most cost effective option . Believes fire station should be on Main ST. for visibility and as a safe haven.
- Brooks Lyman – Supports a combined fire station. Suggests a concept plan for a fire station is needed. Would like to further explore the use of Prescott School. Acknowledges that 279 Main St. would appear to work as a fire station site.
- Peter Cunningham – The Board of Selectmen would welcome Historical Commission and HDC input on the building committee. Pointed out that eminent domain was used for the high school land purchase with a willing seller. There is no known willing seller for fire station land. Eminent domain is very aggressive and should be a last resort.
- Chief Bosselait – The station Ave site requires a sewer line and connection. 279 Main St. has all utilities available. An egress road is very important at either site.
- Donna Burton - opposes the 279 Main St. site. Believes the land is too costly and that the town is overpaying. States that the land I worth \$200,000 without the church building, and that other costs such as tree removal and sidewalks are not considered. Observes that traffic “gridlock” in the morning on Rt. 119 makes the site poor from a response time perspective.
- Joshua Degen – The fire station has 20% coverage on the lot (8000 sf to the lot’s 44,000 sf area). Traffic is the same at 279 West Main St. as a Station Ave/Main St.
- Michael Manuguian - Is 26 parking places and an 8,000 sf building adequate for 50 years?
- Don Black – In Jan., 2011, 30 parking places and 11,000 sf were the criteria. Believes 8,000 sf is inadequate.
- Michael Manuguian – Are the selection criteria being followed? Believes the process has not consistently looked at and evaluated the criteria.
- Jay Prager – Station Ave site could be less costly if not for architectural concerns. The analyses assume these would be the same.
- Dr. Susan Horowitz – In support of the article. The Town chose the fire chief because of his expertise. He has been the point person on this analysis since the beginning. “Not said lightly”, the Town’s needs need to be considered ahead of the abutters’.
- Station One Lieutenants (Call Members) – Station One gets the most calls. It houses specialized equipment (e.g. the ladder truck). 50% of the members are cross trained as EMTs, which involves accessing the second location for ambulances. The current location has immediate issues to be addressed, including a lack of space, cold weather operation and mutual aid equipment unable to fit in heated space. To the potential neighbors, wish to impart a message that noise is minimal and only as needed, grounds are kept and general consideration of the neighbors is a priority.
- Stuart Schulman – Also welcomes historical input to the building of the fire station. Believes a firehouse should be visible. The 279 Main ST site is not perfect, but believes it is the best site.
- Paul Matisse – Preserving the beauty and character of the Town is as important as the financials in this decision. Believes the design is “way out of scale” for the area. Questions the validity of this site to serve for a 50 year period.
- Lieutenant Susan Daly – the Central Fire Station Location Study committee sated that a 7,000 sf footprint was required for a firestation. There are sidewalks across Main St. from this site for pedestrian traffic, and would not interfere with fire traffic. Main St. “gridlock” is present today, and the fire traffic is able to negotiate it.
- Scott Harker – This discussion is about the priorities of a fire station. If we don’t purchase the land, the town will have little or no control over what goes there.
- Bob Pine – Are response times from 279 Main St., Station Ave and Prescott School essentially the same?
  - Chief Bosselait – Yes. Most important aspect of response time is to be under one roof. There are some response time challenges with being on the side street (Station Ave) and behind the Prescott School. 279 Main St. is the quickest in most circumstances.
 

Why is the access road on Station Ave allocated to the project if we planned to build it anyway? Thinks the process has not been good. Perceives that the financials from the process are biased. Doesn’t believe that a building of this scale could be built on that site.
- Joshua Degen – An access road is required for the fire station. It will cost \$1042 per foot..
- (Unknown) – What is the liability to remove the church building?
  - R: If the church is not relocated at the relocater’s expense, the Archdiocese will pay \$25,00 towards demolition. The Town will be responsible for the balance. The Town has an estimate for \$35,000 for demolition and \$15,000 for asbestos removal.
- Q: Are there objective criteria from experts for the construction and siting of a fire station?
  - R: Yes. This process used Dorrier and Whitier’s expertise.

## **MOTION TO MOVE THE QUESTION**

**Moved and Seconded**

**Quantum: 2/3rds Majority**

**Vote on Motion to Move the Question:**

**Chair declared 2/3 vote; 7 voters did not contest**

## **VOTE ON ARTICLE 26 MAIN MOTION**

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

**Vote: 199 In Favor 112 Against Motion is Defeated**

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### **ARTICLE 27: DESIGN FUNDING FOR A NEW CENTER FIRE STATION**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of hiring an architect and/or engineer, pursuant to the Designer Selection Guidelines adopted by the Board of Selectmen in December, 2010, for the design of a new Center Fire Station, and all costs associated and related thereto, or to take any other action relative thereto.

#### **BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Recommendation – None taken due to postponement of article**

**Summary:** *This Article has also been placed on the Warrant by the Board of Selectmen as a place holder. Should the Town Meeting vote to authorize the purchase of the property at 279 Main Street for a new Fire Station, or if another site is determined to be viable, this Article will serve to request the necessary funding to design the new Center Fire Station on the selected site and advertise the project for construction. The Project will be brought back to a future Town Meeting (either next Spring or Fall) for construction funding. More information will be provided at Town Meeting.*

**Mover: Joshua Degen**

**MOTION:** I move that the sum of \$500,000 be appropriated, to be expended by the Town Manager, for the purpose of hiring an architect and/or engineer, pursuant to the Designer Selection Guidelines adopted by the Board of Selectmen in December, 2010, for the design of a new Center Fire Station, and all costs associated and related thereto; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen be authorized to borrow the sum of \$500,000 and issue bonds or notes of the Town therefor, pursuant to Chapter 44, Section 7 of the General Laws as amended and supplemented, or any other enabling authority.

**Moved and Seconded**

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

**MOTION: I move to postpone Article 26 Indefinitely**

**Moved and Seconded**

**Discussion:**

- Q: Floor member suggested amending the article to fund a concept plan for the fire station
  - R: The Moderator and Town Counsel both ruled that the proposal was beyond the scope of the article.

**Motion to Move the Question**

**Moved and Seconded**

**Quantum: 2/3<sup>rd</sup> Majority**

**Vote on Motion to Move the Question: Chair declares 2/3<sup>rd</sup> Majority**

**Vote on Motion To Postpone Indefinitely: Majority**

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### **ARTICLE 19: DESIGN GUIDELINES - TOWN CENTER OVERLAY DISTRICT**

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 fund the preparation of design guidelines for the redevelopment of the Town Center Overlay District, said guidelines to be prepared as part of the contract for the Comprehensive Master Plan Phase II Implementation, or to take any other action relative thereto.

#### **PLANNING BOARD**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: Not Recommended**

**Summary:** *The Planning Board is requesting funding in the amount of \$15,000 to prepare design guidelines for the Town Center Overlay District, which was created by vote of the 2011 Spring Town Meeting. The process will include a series of workshops and forums with stakeholders and the general public.*

**Mover: Anna Eliot**

**MOTION:** I move that the Town vote to transfer the sum of \$15,000 from the Excess and Deficiency Fund (Free Cash) to fund the preparation of design guidelines for the redevelopment of the Town Center Overlay District, said guidelines to be prepared as part of the contract for the Comprehensive Master Plan Phase II Implementation.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

- Planning Board – Design guidelines provide a frame of reference for cohesive development of the town center
- Finance Committee – Not recommended as it is a lot of money. Recommends that the town use internal expertise to develop these guidelines
- Comment: Supporter of the article does not agree that town hall expertise is appropriate to develop the guidelines.
- Q: Are these guidelines binding?
  - R: These are not standards and are not binding. However, these guidelines will let developers know what's being asked.
- Comment: Local developer has spent over 50 hours interpreting the current guidelines for use in the town center. Expertise is needed to develop new guidelines.
- Comment: Updating the guidelines is necessary. Is spending the additional dollars necessary?
- Q: Is the town center defined?
  - R: No. that is the first step.
- Q: Will the Historic District Commission and Historical Commission be involved?
  - R: Yes
- Would these new guidelines affect the 134 Mian ST project?
  - R: No

- Will these guidelines impact what replaces the Gorton Inn?
  - R: Yes

**Motion to Amend**

**Mover: Rodney Hersch**

I move that all town departments shall be exempt from any guidelines that are more limiting than those imposed by the State.

**Ruling: Town Counsel ruled that this amendment is outside the scope of Article 19**

**Vote on Article 19 Main Motion: Majority**

**ARTICLE 20: 26 ANTHONY DRIVE – CONNECTION TO TOWN SEWER**

To see if the Town will vote to extend the “Groton Center Sewer System”, as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Groton Assessors’ Maps as parcel 216-10, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner’s proportionate share of the general benefit facilities – General Benefits Facility Charge, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

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

**Finance Committee: No Position**

**Summary:** *This article seeks approval to extend the Center Sewer System to include the property shown as Assessors’ Parcel 216-10 to allow the property to connect to the Town Sewer system.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to extend the “Groton Center Sewer System”, as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Groton Assessors’ Maps as parcel 216-10, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner’s proportionate share of the general benefit facilities – General Benefits Facility Charge, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 20 Main Motion: Majority**

**ARTICLE 21: 21 ARLINGTON STREET – CONNECTION TO TOWN SEWER**

To see if the Town will vote to extend the “Groton Center Sewer System”, as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Groton Assessors’ Maps as Parcel 110-10, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner’s proportionate

share of the general benefit facilities – General Benefits Facility Charge, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise, or to take any other action relative thereto.

**BOARD OF SEWER COMMISSIONERS**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *This article seeks approval to extend the Center Sewer System to include the property shown as Assessors’ Parcel 110-10 to allow the property to connect to the Town Sewer system.*

**Mover: Peter Cunningham**

**MOTION:** I move that the Town vote to extend the “Groton Center Sewer System”, as established by the vote of the Special Town Meeting of February 6, 1989, under Article 7, to include the property shown on Groton Assessors’ Maps as Parcel 110-10, provided that all costs of designing, laying, and construction of the extension and any associated connection and the cost of additional capacity and the property owner’s proportionate share of the general benefit facilities – General Benefits Facility Charge, and all other costs associated therewith, are paid by the owner of the property benefited thereby, whether by the assessment of betterments or otherwise.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 21 Main Motion: Unanimous**

**ARTICLE 22: AMEND PERSONNEL BYLAW**

To see if the Town will vote to amend Chapter 48, “Personnel,” of the Code of the Town of Groton by deleting the current Chapter 48 in its entirety, and replacing it with a new Chapter 48, “Personnel”, a copy of which is on file in the Office of the Town Clerk, or to take any other action relative thereto.

**BOARD OF SELECTMEN**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *During the annual appointments this past year, the Board of Selectmen voted unanimously to disband the Personnel Board. It was determined that with the change in Town governance and the hiring of a full time Town Manager and Human Resources Director, the duties of the Personnel Board were otherwise outlined in the Town Charter. The purpose of this article is to remove all references to the Personnel Board from the Bylaw. These duties will be divided among the Board of Selectmen, Town Manager and Human Resources Director.*

**Mover: George Dillon**

**MOTION:** I move that the Town vote to amend Chapter 48, “Personnel,” of the Code of the Town of Groton by deleting the current Chapter 48 in its entirety, and replacing it with a new Chapter 48, “Personnel”, a copy of which is on file in the Office of the Town Clerk.

**Moved and Seconded**



## **Quantum of Town Meeting Vote: Majority**

### **Discussion:**

- The Board of Selectmen have previously voted to eliminate the Personnel Board. Most of the functions of the Board are defined in the Town Charter to be those of the Town Manager.
- Members stated that the bylaw eliminates a grievance procedure for bylaw employees.
  - R: The grievance procedure under the new bylaw would be the same as that for union employees.
- Comment: There is no independent grievance body. Checks and balances are not present.

### **MOTION to Move the Question:**

#### **Moved and Seconded**

#### **Quantum: 2/3<sup>rd</sup> Majority**

**Vote on the Motion to Move the Question: Chair declared 2/3<sup>rd</sup> vote**

**Vote on Article 22 Main Motion: Does not pass**

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## **ARTICLE 23: ACCEPT THE PROVISIONS OF M.G.L. CHAPTER 140, SECTION 147A**

To see if the Town will vote to accept the provisions of Section 147A, Chapter 140 of Massachusetts General Laws to empower the Town to enact by-laws relative to the regulation of dogs, or to take any other action relative thereto.

### **DOG CONTROL BYLAW COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *Acceptance of MGL chapter 140, section 147A will empower the Town to enact additional bylaws regulating dogs, and to enact fines in excess of fifty dollars. The acceptance of section 147A is necessary to implement the fees and fines proposed in the article in this warrant seeking to revise Chapter 128, Dogs, of the Code of Groton.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to accept the provisions of Section 147A, Chapter 140 of Massachusetts General Laws to empower the Town to enact by-laws relative to the regulation of dogs.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Vote on Article 23 Main Motion: Majority**

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## **ARTICLE 24: AMEND DOG CONTROL BYLAW**

To see if the Town will vote to amend Chapter 128, "Dogs," of the Code of the Town of Groton by deleting the current Chapter 128 in its entirety, and replacing it with a new Chapter 128, "Dogs," as set forth in Appendix A to this warrant, or to take any other action relative thereto.

### **DOG CONTROL BYLAW COMMITTEE**

**Board of Selectmen: Recommended Unanimously**

**Finance Committee: No Position**

**Summary:** *The proposed revisions to Chapter 128 include the addition of a "Dangerous Dogs" article, increased fines and general clarifications. The amendment also incorporates Selectmen's Regulation Chapter 223, which addresses dog bites, into the general bylaw.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to amend Chapter 128, "Dogs," of the Code of the Town of Groton by deleting the current Chapter 128 in its entirety, and replacing it with a new Chapter 128, "Dogs," as set forth in Appendix A to the Warrant for the October 17, 2011 Fall Town Meeting, with the following exception: substitute the figure of \$300.00 for the figure of \$500.00 in paragraphs 4 and 5 of section 128-8.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Motion to Amend #1 Mover: Paula Martin**

I move to amend Section 128-3.1 License Required Penalty by adding the words at the end " , unless identified as a Dangerous Dog."

**Moved and Seconded**

**Quantum: Majority**

**Vote on Motion to Amend #1: Majority**

**Motion to Amend #2 Mover: Paula Martin**

I move to amend Section 128-4 Violations and Penalties by changing the words in parenthesis to "non-dangerous dogs only".

**Moved and Seconded**

**Quantum: Majority**

**Vote on Motion to Amend #2: Unanimous**

**Motion to Amend #3 Mover: Paula Martin**

I move to amend Section 128-4 Violations and Penalties Section D which reads "Late Registration Fines (per dog in addition to registration fee)" by changing the word "registration" to "licensing".

**Moved and Seconded**

**Quantum: Majority**

**Vote on Motion to Amend #3: Unanimous**

**Motion to Amend #4 Mover: Paula Martin**

I move to Amend Section 128-6 by adding a Section D to read "D. In the event of a report of a bite between a dog and its adult owner n the owner's property from a mandatory reporting authority, the Dog Officer shall decline the enforcement procedure stated in Section 128-5.

**Moved and Seconded**

**Quantum: Majority**

**After some discussion: Unanimous Consent granted for the Mover to withdraw Motion #4. Motion #4 was withdrawn.**

**Vote on Article 24 as amended with Motions 1, 2 and 3: Majority**

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## **ARTICLE 25: LEGISLATION - PILOT FOR SOLAR ENERGY GENERATORS**

To see if the Town will vote to authorize the Board of Selectmen to negotiate and enter into a payment in lieu of taxes (PILOT) agreement or agreements for property within the Town on which solar electricity generation facilities are constructed, and to petition the General Court of the Commonwealth of Massachusetts for any special legislation necessary for such agreement or agreements, or to take any other action relative thereto.

## BOARD OF SELECTMEN

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

**Summary:** *The purpose of this Article is to authorize the Town to enter into agreements with solar power generation companies. A PILOT (payment in lieu of taxes) program allows an agreement between the Town and the company that specifies the amount to be paid to the Town in place of real estate taxes. A major electric industry restructuring law was put in place in 1997 when electric distribution companies were forced to divest themselves of their generation capabilities. For 12 years thereafter certain transition conditions were set up. The installation of a solar field would be impractical at normal personal property tax rates. However with a PILOT in place, the Town could gather significant additional tax revenue that it would not otherwise be able to receive. Locally generated electricity has the obvious advantage of protection against more global failures. This would help our municipal light department set better rates based on the "peak hour" value used for the hot summer days. The local generation would be renewable.*

**Mover: Stuart Schulman**

**MOTION:** I move that the Town vote to authorize the Board of Selectmen to negotiate and enter into a payment in lieu of taxes (PILOT) agreement or agreements for property within the Town on which solar electricity generation facilities are constructed, which PILOT agreement or agreements may grant reductions or exemptions from the level of taxes otherwise due, in amounts negotiated by the Board, and subject to such further vote of the Town as may be required by law; and to petition the General Court of the Commonwealth of Massachusetts for any special legislation necessary for such agreement or agreements.

**Moved and Seconded**

**Quantum of Town Meeting Vote: Majority**

**Discussion:**

Q: Is this a Home Rule Petition or enabling legislation?

R: Implementing this PILOT program may require a Special Act of the Legislature.

Comment: This is a real opportunity to support alternative energy.

**Motion to Postpone Indefinitely Mover: Stuart Schulman**

**Moved and Seconded**

**Quantum: Majority**

Discussion: Federal legislation enabling this program expires on December 31, 2011. If the Motion is postponed indefinitely, we will not be able to take advantage of it.

**Motion to amend Article 25 Main Motion**

**Mover: Stuart Schulman**

I move to amend the main motion by inserting the words "personal property" in the fourth line following the words "exemption from the level of". The Motion to now read:

I move that the Town vote to authorize the Board of Selectmen to negotiate and enter into a payment in lieu of taxes (PILOT) agreement or agreements for property within the Town on which solar electricity generation facilities are constructed, which PILOT agreement or agreements may

grant reductions or exemptions from the level of personal property taxes otherwise due, in amounts negotiated by the Board, and subject to such further vote of the Town as may be required by law; and to petition the General Court of the Commonwealth of Massachusetts for any special legislation necessary for such agreement or agreements.

**Moved and Seconded**

**Quantum: Majority**

**Vote on Motion to Amend Article 25: Unanimous**

**Vote on Motion to Postpone Indefinitely: Defeated**

**Vote on Article 25 Main Motion as amended: Majority**

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**Motion to Adjourn the 2011 Fall Town Meeting**

**Moved and Seconded**

**Quantum: Majority**

**Vote: Majority**

**The 2011 Fall Town Meeting was adjourned at 12:10 AM on October 25, 2011.**

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## APPENDIX A CHAPTER 128 – DOGS

### § 128-1. Definitions

Article I Public Nuisance

### § 128-2. Public nuisances prohibited.

### § 128-3. Enforcement.

Article II Violations and penalties

### § 128-3.1. License required; penalty.

### § 128-4. Violations and penalties.

Article II Dog Bites

### § 128-5. Enforcement procedure – Dog Bites.

### § 128-6. Bites subject to enforcement procedure.

Article IV Dangerous Dogs

### § 128-7. Dangerous Dogs.

### § 128-8. Enforcement procedure – Dangerous Dogs.

### **§ 128-1. Definitions**

As used in this chapter, the following terms shall have the meanings indicated:

**Abandon** -A dog is considered abandoned within the meaning of this chapter when it has been left alone or unattended by the owner for any period greater than 24 hours without the owner providing for its needs.

**Agent** -One who is acting for or in place of the Owner.

**At Large** - Off the premises of the owner and not under the physical control of the owner or authorized agent of the owner.

**Bite** The clamping of skin and subjacent soft tissues between the upper and lower mandible of a canine.

**Complaint** A formal written report of a dog incident using the Groton Dog Incident Complaint Form.

**Complainant** Any person, including the Dog Officer, who makes a complaint regarding an animal committing a violation under this chapter. In the case where the complaint is from other than the Dog Officer, it shall be in writing, using the Groton Dog Incident Complaint form.

**Owner** Any person, group of persons or corporation owning, keeping or harboring a dog or dogs. The owner is responsible for a dog's actions at all times.

**License** A valid and current municipal dog license and dog license tag.

**Physical Control** Control of a dog with a restraint.

**Public Nuisance** Any dog shall be deemed a public nuisance when such dog is engaged or has engaged in any combination of one or more of the following activities. Each instance of a public nuisance is considered to be a violation. Each day of a violation is determined to be a separate violation.

A. Attacking, threatening, harassing or menacing, as determined by the Dog Officer following an appropriate investigation, persons, fowl, livestock or other domestic animals, such as cats, dogs or other household pets while outside the property of its owner, whether under such owner's control or not.

B. Destroying, disturbing or otherwise molesting the property, including refuse, of another while outside the property of its owner, whether under such owner's control or not.

C. Being upon any public park, playground, schoolyard, beach or in any place to which the public has a right of access while not under the physical control of its owner or agent. The determination of physical control shall be that of the Dog Officer.

D. Being a dog which is permitted to run unrestrained at large. The running of hunting dogs, certified service dogs and search and rescue dogs shall not constitute a public nuisance hereunder. The exercising of other dogs which are under the immediate control of their owner or agent, shall not constitute a public nuisance hereunder, providing permission of the landowner has been obtained.

E. Being upon any public way or in any place to which the public has a right of access, chasing motor vehicles, bicycles or pedestrians.

F. As determined by the Dog Officer, continuous or prolonged barking or making other objectionable noise, such as howling, crying or scratching which disturbs the peace and quiet of any neighbor for more than a reasonable period of time.

G. Being an unsprayed female or unneutered male at large.

H. Being over the age of six months and not wearing a suitable collar and current municipal dog license tag issued for it and while not on the property of the owner.

I. Being a dog which has been abandoned.

J. Being a dog which deposits solid waste not removed or improperly disposed of by the dog's owner or agent upon any public park, playground, schoolyard, beach, public or private way, sidewalk, in any place to which the public has a right of access or any property other than that of

its owner.

**Restraint** The control of a dog by physical means, such as a leash, fence or other means of physically confining or restraining a dog.

**Restraint Order** Order to confine or restrain a dog with conditions determined by the Dog Officer.

**Serious Bodily Injury** Serious bodily injury shall mean bodily injury which creates a substantial risk of death or which involves either total disability, protracted and obvious disfigurement or the loss or substantial impairment of some bodily function, member, organ or mental faculty for a substantial period of time.

## **ARTICLE I Public Nuisance**

### **§ 128-2. Public nuisances prohibited.**

No owner of any dog shall, while such dog is within the confines of the Town of Groton, allow such dog to be a public nuisance as defined above.

### **§ 128-3. Enforcement.**

Nothing contained in this bylaw shall prevent the Board of Selectmen from passing any orders authorized by law at such times as the Board shall deem it necessary to safeguard the public.

A. In all cases it shall be the duty of the duly appointed Dog Officer to investigate any violation under this chapter either witnessed by a police officer or the Dog Officer, or reported in a written and sworn complaint. The Dog Officer shall provide the dog owner and the complainant with a written copy of the complaint and investigation report not more than seven days after the conclusion of the investigation, but in any event, not more than 30 days after receiving the complaint.

B. If, after the Dog Officer's investigation of an alleged violation under this chapter, such officer has reason to believe that the described violation did in fact occur as set forth in said written complaint or as witnessed by him/her or a police officer, it shall be the Dog Officer's duty to issue the owner, in writing, the appropriate order and/or to impose the appropriate fine designed to prevent a recurrence or continuation of such violation. The period of time during which the order shall be in effect shall be on the order. If the complainant and the owner involved are in agreement with the order so issued, then the matter respecting that particular violation under this chapter shall be considered resolved. If the parties are not in agreement, then recourse can be had to the remedies of each under provisions of applicable law.

C. In all cases it shall be the duty of the Dog Officer, if, in his/her opinion, appropriate action is necessary to prevent further or continued violations of this chapter pending a complete investigation, to take the following action:

(1) Notify the owner, if known and available, of the alleged violation and issue a preliminary order, in writing, requiring the owner to take appropriate action, pending a complete investigation.

(2) If the owner is not known or, if known, is not immediately available:

(a) Take the dog into custody in the most humane manner possible.

(b) Confine the dog in a suitable facility.

(c) Use every means available to identify and make contact with the owner.

(d) Take such further action as is allowed by law.

D. It shall be the responsibility of the owner of any dog impounded under the provisions of Subsection [C\(2\)\(b\)](#) to reclaim such dog subject to the following criteria:

(1) The owner shall pay the Dog Officer such sum as is established by the Board of Selectmen by regulation for taking the dog into custody and a further sum for room and board as determined by regulations promulgated by the Board of Selectmen.

(2) The owner of the dog shall also be responsible for costs incurred by the Town or Dog Officer for reasonable and customary care of the dog while in the custody of the Dog Officer.

(3) The owner shall have in his possession a License and related tag for the dog, both of which shall have been issued with respect to the dog. The license tag shall be attached to the dog by a suitable collar before the dog is released from the custody of the Dog Officer.

E. Disposition of dogs - If an unclaimed dog has been in the custody of the Dog Officer for more than 10 days, the Dog Officer may dispose of the dog in accordance with applicable provisions of Massachusetts law. The owner shall be responsible for any costs incurred in the keeping and disposition of the dog.

#### **§ 128-3.1. License required; penalty.**

A. Pursuant to Chapter 140, § 173, of the Massachusetts General Laws, any person who fails to register, number, describe and license his or her dog annually by January 1 in the Town of Groton, Middlesex County, and pay the fees and charges under rules and regulations pursuant to Chapter 140, § 139, will be required to pay to the Town of Groton a penalty after the last day of February annually, in accordance with a Fee / Fine Schedule established by the Board of Selectmen. By virtue of the Town's acceptance of the applicable provision of Section 139 of Chapter 140 of the General Laws, no fee shall be charged for a License for a dog owned by a person aged 70 years or over.

**[Amended 10-25-2004 STM, Art. 14]**

B. Failure to comply with this section shall constitute a violation of [§ 128-2](#) and may subject the owner of any unlicensed dog to financial penalties as are allowed by this chapter or as provided for in regulations promulgated by the Board of Selectmen.

C. All monies received by the Town Clerk's office for the issuance of dog licenses or other fees, fines, charges, and penalties under § 147 of Chapter 140 of the Massachusetts General Laws and this chapter shall be paid into the treasury of the Town.

**[Added 10-20-1997 ATM, Art. 13]**

## **ARTICLE II Violations and Penalties**

### **§ 128-4. Violations and penalties.**

A. Except as otherwise provided by existing statute or in this chapter, any person who violates this chapter shall be subject to the payment of a penalty in the amount of \$50 for each violation and for each day of violation, to be recovered for the use of the Town.

B. The owner of any dog which is in violation of [§ 128-2](#) may be subject to this penalty whether such dog is in the custody of the Dog Officer or not. As an alternative to criminal prosecution, the Dog Officer and Town Police Officers, as enforcing persons under this chapter, may enforce this chapter and orders issued hereunder pursuant to the noncriminal disposition statute, M.G.L. c. 40, § 21D and the Town Code, Chapter 1, Article I, [§ 1-4B\(2\)](#). When so enforced, the fines shall be as follows:

#### **[Amended 12-4-1996 STM, Art. 29]**

##### **A. Penalties for Public Nuisance Violations**

- a. First violation \$50
- b. Second violation \$75
- c. Third and subsequent violations \$100

##### **B. Fees for dogs in the custody of the Dog Officer**

- a. Fee for dog pick up \$25
- b. First calendar day board \$25
- c. Second and subsequent calendar day board \$40

##### **C. Annual dog licensing Fee (between January 1 and February 28)**

- a. Neutered or spayed dogs \$10
- b. Unaltered dogs \$15
- c. Kennel license:
  - i. Up to 4 dogs \$40
  - ii. 5 to 9 dogs \$70
  - iii. 10 or more dogs \$100

##### **d. Dangerous Dog license \$500**

##### **e. Dog owners over 70 years old free (registrations only)**

##### **E. Late registration fines (per dog, in addition to registration fee)**

- a. Between March 1 and May 31 \$10
- b. June 1 or later \$15
- c. Failure to report or license a Dangerous Dog \$500
- F. Replacement Dog Tag \$3

## **ARTICLE III. Dog Bites**

**[Adopted 9-12-1988]**

### **§128-5. Enforcement procedure - Dog Bites.**

As provided by the Massachusetts General Laws, the following enforcement procedure shall apply to dog bites in the Town of Groton:

A. First bite: minimum thirty-day restraint order, which will not expire until proof of rabies shot and verification that

the dog is not demonstrating symptoms of rabies. Notice will be sent to the owner or agent by registered or certified mail or hand delivery. The person bitten will receive a copy of the order.

B. Second bite: permanent restraint order. Notice will be sent to the owner or agent by registered or certified mail or hand delivery. The owner and the person bitten will be advised that a hearing to appeal the order can be requested by either party.

C. Violation of restraint order. A hearing will be held in order to review the facts related to bite incidents and restraint order violation(s). All parties (owner, agent, complainants and witnesses) connected with incidents involving the dog will be requested to attend, with the owner or agent notified by registered or certified mail or hand delivery. Upon review of the facts, if it is shown that the dog has bitten twice and has violated the permanent restraint order, the Board of Selectmen shall order a remedy, which may include that the dog shall be ordered destroyed.

#### **§ 128-6. Bites subject to enforcement procedure.**

The following dog bites are subject to the Section 128-5 enforcement procedure. Bites shall be reported using the Groton Dog Incident Complaint form.

A. Bites reported to the Board of Selectmen by the Animal Inspector, Dog Officer, Police Department, Groton Board of Health or Nashoba Board of Health, determined not to be committed by a Dangerous Dog, as defined in this Bylaw.

B. Bites reported directly to the Board of Selectmen or Police Department and verified by an investigation by the Dog Officer or Animal Inspector determined not to be committed by a Dangerous Dog.

C. In the event the Dog Officer determines that a dog reported or observed to have bitten was, at the time of the incident, being teased or abused, the Dog Officer may decline to issue a restraint order.

### **ARTICLE IV. Dangerous Dogs**

#### **§ 128-7. Dangerous Dogs**

The Dog Officer may declare a dog dangerous when it has committed any of the below listed infractions:

- A. has attacked a person without justification, resulting in that person's death.
- B. has engaged in or has been trained to engage in exhibitions of fighting other dogs.
- C. has attacked a person without justification causing serious bodily injury.
- D. has bitten an individual repeatedly (more than once) during the course of an unprovoked attack.
- E. has attacked a domestic animal or livestock causing serious injury or death while the dog is outside the property of the owner, not including an isolated attack on a single chicken, duck or other fowl or rabbit which was not appropriately contained in a cage or pen.
- F. has repeatedly (on more than one occasion) harassed or chased livestock, wildlife or domestic animals, whether any such animal is injured or not, while off the premises of the owner.

- G. has been declared to be a vicious or dangerous dog by the animal control authority or court of another jurisdiction. The Owner is required to report a vicious or dangerous dog to the Town Clerk or Dog Officer.
- H. has been previously determined to be a dangerous dog, which, after its owner or agent has been notified of this determination, continues any behavior described in this section.
- I. has committed some other act not listed here, of such severity that it represents a clear physical danger to the public as determined by the Dog Officer.
- J. has been previously ordered restrained by the Town of Groton for violations as described in this section.

Any subsequent infractions shall be grounds for a separate or further declaration that a dog is dangerous.

#### **§ 128-8. Enforcement procedure - Dangerous Dogs**

- 1. Any dog which is declared dangerous under Subsection 127-7.A shall be ordered euthanized.
- 2. Any dog declared dangerous under Subsections 128.7. B through I shall, upon the first offense and at the owner's expense, be ordered permanently restrained in an escape-proof enclosure as approved by the Dog Officer, shall be neutered, shall be micro-chipped with the microchip number supplied to the Dog Officer and be enrolled in an appropriate training program, which must be approved by the Dog Officer, for the completion of prescribed training. Completion of such training shall be certified in writing to the Dog Officer by the trainer. The dog shall not be allowed outside of its escape-proof enclosure except for necessary medical treatment, training and grooming, and any other necessity which has prior approval of the Dog Officer. The dog shall be muzzled any time it is outside its escape-proof enclosure
- 3. Any dog which commits a second infraction under Subsections 128.7. B through I, and any dog which has violated a previous order of restraint issued by the Town of Groton, shall be ordered euthanized or ordered removed from the Town of Groton, as determined at a hearing before the Board of Selectmen.
- 4. Any dog declared dangerous shall be subject to an annual licensing fee of \$500.00, or the maximum allowed by law.
- 5. Failure to license or report a dog declared dangerous shall be an offense subject to a penalty of \$500, or the maximum allowed by law.
- 6. The owner of any dog declared dangerous may be required to obtain additional liability insurance, in an amount determined by the Board of Selectmen, throughout the lifetime of such dog, and must provide proof of such to the Dog Officer.

**APPENDIX B**  
**GROTON POOL AND GOLF CENTER**  
**FISCAL YEAR 2011**  
**(8 Months)**  
**INCOME AND EXPENSE SUMMARY**

	<b>Actual</b>
<b>Revenue</b>	
Revenue from Fees, Memberships, Functions	\$337,191
Cash Transferred from Old Bank Accounts	\$ 6,372
<b>TOTAL REVENUE</b>	<b>\$343,563</b>
<b>Direct Expense</b>	
Salary Expense	\$ 77,494
Wage Expense	\$ 40,264
Minor Capital Expense	\$ 4,920
General Expenses	\$186,912
Encumbrances	\$ 1,895
<b>TOTAL DIRECT EXPENSE</b>	<b>\$311,485</b>
<b>Indirect Expense</b>	
Payroll Taxes	\$ 2,355
Retirement Assessment (est)	\$ 6,000
Health Insurance (1 month/1EE)	<u>\$ 1,550</u>
<b>TOTAL INDIRECT EXPENSE</b>	<b>\$ 9,905</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>\$ 22,173</b>

Town of Groton, Ma				
FINAL RESULTS				
Annual Town Election				
May 17, 2011				
	Total Groton Registered Voters			7214
		May 17 Voter Turnout		816
		Turnout %		11%
Office/Candidate	Precinct 1	Precinct 2	Precinct 3	Total
Board of Assessors	Vote for One		Three Year Term	
Garrett C. Boles, Candidate for Re-election	251	124	194	569
Write - In	2	4	3	9
Blank	90	60	88	238
Total	343	188	285	816
Board of Health	Vote for One		Three Year Term	
Jason W. Weber, Candidate for Re-election	270	136	211	617
Write - In	2	3	1	6
Blank	71	49	73	193
Total	343	188	285	816
Board of Selectmen	Vote for Two		Three Year Term	
Peter S. Cunningham, Candidate for Re-election	247	129	191	567
Anna Eliot, Candidate for Re-election	228	111	195	534
Brooks T. Lyman	119	75	101	295
Write - In	2	4	0	6
Blank	90	57	83	230
Total	686	376	570	1632
Commissioner of Trust Funds	Vote for One		Three Year Term	
Thomas D. Hartnett, Candidate for Re-election	278	139	230	647
Write - In	1	0	1	2
Blank	64	49	54	167
Total	343	188	285	816
Groton Electric Light Commission	Vote for One		Three Year Term	
Chris P. Christie, Candidate for Re-election	263	130	215	608
Write - In	1	0	0	1
Blank	79	58	70	207
Total	343	188	285	816

[illegible]



Town of Groton, Massachusetts  
 Combined Statement of Revenues, Expenditures  
 and Changes In Fund Balances -  
 All Governmental Fund Types and Expendable Trust Funds  
 For the Year Ended June 30, 2011

	<u>Governmental Fund Types</u>			<u>Fiduciary Fund Types</u>	Total (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Water, Sewer &amp; Electric Light Enterprise Funds</u>	<u>Exp &amp; Non-Exp Trust Funds</u>
Revenues:					
Property Taxes / SurTaxes	24,834,789	533,352			25,368,141
Motor Vehicle/Other Excise	1,252,171				1,252,171
Licenses and Permits	270,207				270,207
Intergovernmental	763,770	1,063,105			90,000
Charges for Services/Fees	843,878	239,305		12,297,219	
Penalties and Interest	130,951				
Fines and Forfeits	22,370				
Interest Earnings	18,264	6,092			
Departmental and Other	577,624	300,222			
Total Revenues	28,714,024	2,142,076	0	12,297,219	2,084,277

Expenditures:						
General Government	1,628,857	92,396			384,186	2,105,439
Public Safety	2,766,234	292,570				3,058,804
Education	16,826,454				82,482	16,908,936
Highway and Public Works	1,663,502	529,863	392,434	12,232,691		14,818,490
Culture, Recreation & Cit Svcs	1,255,851	428,991			154,324	1,839,166
Debt Service	4,369,938	494,012		1,095,923		5,959,873
Intergovernmental	75,157					75,157
Capital Outlay	627,152					627,152
Employee Benefits & Misc.	2,748,618					2,748,618
Total Expenditures	31,961,763	1,837,832	392,434	13,328,614	620,992	48,141,635
Excess of Revenues						
Over (Under) Expenditures	(3,247,739)	304,244	(392,434)	(1,031,395)	1,463,285	(2,904,039)
Other Financing Sources (Uses):						
Operating Transfers In	712,100		103,120		495,100	1,310,320
Operating Transfers Out	(598,220)	(367,000)			(345,100)	(1,310,320)
Proceeds of Bonds	3,330,797		300,000	367,500		3,998,297
						0
Total Other Sources (Uses)	3,444,677	(367,000)	403,120	367,500	150,000	3,998,297
Excess of Revenues and Other Sources Over (Under)	196,938	(62,756)	10,686	(663,895)	1,613,285	1,094,258
Expenditures and Other Uses	0	0	0	0	0	
Fund Balance, Beginning	1,468,608	2,840,436		4,231,842	13,503,693	
Adjust to Fair Market Value						
Prior Period Adjustment	167,166	0	0	0	0	167,166
Fund Balance, Beginning, as Restated	1,635,774	2,840,436	0	4,231,842	13,503,693	22,211,745
Fund Balance, Ending	1,832,712	2,777,680	10,686	3,567,947	15,116,978	23,306,003

**Town of Groton, Massachusetts**  
**Statement of Revenues and Expenditures**  
**Budget and Actual (Non-GAAP Basis)**  
**General Funds**  
**For The Year Ended June 30, 2011**

	<u>Final</u> <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	24,691,276	24,632,432	(58,844)
Motor Vehicle Excise	1,200,000	1,252,171	52,171
Payments in Lieu of Taxes	188,464	202,357	13,893
Licenses, Leases, Fees and Permits	960,450	1,021,138	60,688
Intergovernmental	752,371	763,770	11,399
Charges for Services	66,000	75,320	9,320
Penalties and Interest	110,000	130,951	20,951
Fines and Forfeits	50,000	39,998	(10,002)
Interest Earnings	20,000	18,264	(1,736)
Departmental and Other	500,000	577,623	77,623
Total Revenues	28,538,561	28,714,024	175,463
Expenditures:			
Reserve Fund	150,000	88,979	61,021
General Gov	1,832,469	1,738,795	93,674
Public Safety	2,824,745	2,724,014	100,731
Education	16,809,655	16,809,654	1
Highway and Public Works	1,598,096	1,704,272	(106,176)
Human Services & Culture and Recreation	1,252,055	1,214,296	37,759
Capital Expenditures/Special Articles	728,100	607,702	120,398
Debt Service	1,067,090	1,039,141	27,949
Intergovernmental	76,157	75,157	1,000
Employee Benefits & Miscellaneous	2,720,801	2,628,954	91,847
Total Expenditures	29,059,168	28,630,964	428,204
Excess of Revenues Over (Under) Expenditures	(520,607)	83,060	603,667
Other Financing Sources (Uses):			
Operating Transfers In	712,100	712,100	0
Operating Transfers Out	(495,100)	(598,220)	(103,120)
Proceeds of Bonds			0
Free Cash	618,100	618,100	0
Prior Year Encumbrances		262,524	262,524
Additional Overlay & Deficits to be raised	(314,493)	(307,386)	7,107
Total Other Financing Sources (Uses)	520,607	687,118	166,511
Excess of Revenue and Other Sources Over (Under) Expenditures and other Uses	0	770,178	770,178

**FISCAL 2011  
BUDGET VS ACTUAL EXPENDITURES**

	<b>Appropriation or Bal/Fwd</b>	<b>Res. Fund or Line Item Tx</b>	<b>Expended</b>	<b>Balance to Fund Bal</b>	<b>Balance to FY 12</b>
<b>GENERAL GOVERNMENT</b>				= Line Item in deficit at year end	
Moderator Salary	65.00		65.00	0.00	
Moderator Expense	80.00		0.00	80.00	
Selectmen Salaries	3,950.00		3,950.00	0.00	
Selectmen Expense	1,859.00		1,182.00	677.00	
Selectmen Survey Jenkins Road	6,000.00		4,046.00	1,954.00	
Town Manager Salary	165,174.00		163,951.00	1,223.00	
Town Manager Wages	43,991.00		42,776.00	1,215.00	
Town Manager Expense	4,264.00	4,000.00	8,186.00	78.00	
Town Manager Expense: Prior Year	3,337.00		2,541.00	796.00	
Town Mgr Station Avenue Engineering	69,305.00		9,545.00	0.00	59,760.00
Lost Lake/West Groton Special Applications	17,000.00		17,000.00	0.00	
Finance Committee Expense	0.00		0.00	0.00	
Reserve Fund	150,000.00	(88,979.00)	0.00	61,021.00	
Town Accountant Salary	72,000.00		72,000.00	0.00	
Town Accountant Wages	30,697.00		29,328.00	408.00	961.00
Town Accountant Expense/Audit	28,700.00	2,500.00	27,903.00	297.00	3,000.00
Assessors Salaries	2,430.00		2,430.00	0.00	
Assessors Assistant Salary	72,525.00		72,525.00	0.00	
Assessors Wages	83,572.00		83,308.00	264.00	
Assessors Expense	13,900.00		10,347.00	3,553.00	
Assessors Update Maps	4,500.00		4,500.00	0.00	
Assessors Commercial Evaluation	16,000.00		16,000.00	0.00	
Treasurer/Tax Collector Salary	72,775.00		69,602.00	3,173.00	
Treasurer/Tax Collector Wages	102,319.00		102,266.00	53.00	
Treasurer/Tax Collector Expense	28,690.00		28,664.00	26.00	
Treasurer Tax Title	8,100.00		8,100.00	0.00	
Treasurer Bond Costs	2,500.00		2,500.00	0.00	
Town Counsel Expense	120,000.00		99,252.00	20,748.00	
Personnel Board Salary	47,814.00		44,390.00	3,424.00	
Personnel Board Expense	4,000.00		3,452.00	129.00	419.00
Information Technology Committee Salary	76,870.00		76,870.00	0.00	
Information Technology Committee Expense	24,500.00		24,306.00	194.00	
Information Technology Capital Expenses	30,000.00		29,647.00	56.00	297.00
GIS Committee Expenses	13,000.00		13,000.00	0.00	
Town Clerk Salary	60,000.00		60,000.00	0.00	
Town Clerk Wages	45,611.00		42,646.00	2,965.00	
Town Clerk Expense	4,980.00		3,157.00	1,823.00	

Town Clerk: Vital Statistics	975.00		251.00	724.00	
Town Clerk Update Bylaws	7,425.00		602.00	4,323.00	2,500.00
Town Clerk Update Bylaws: Prior year	2,000.00		1,892.00	108.00	
Election/Registrar Wages	8,418.00		8,190.00	228.00	
Election/Registrar Expense	10,435.00		9,562.00	873.00	
Street Listing Expense	4,888.00		4,094.00	794.00	
Conservation Commission Salary	57,288.00		57,288.00	0.00	
Conservation Commission Expense	8,200.00		8,082.00	118.00	
Planning Board Salary	71,341.00		71,341.00	0.00	
Planning Board Expense	4,275.00		3,421.00	854.00	
Planning Board MRPC Assessment	2,672.00		2,672.00	0.00	
Planning Board Consultant	1,000.00		500.00	500.00	
Planning Board Consultant: Prior Year	4,500.00		4,500.00	0.00	
Planning Board Engineering	1,000.00		580.00	420.00	
Planning Board Master Plan	59,500.00		56,750.00	0.00	2,750.00
Board of Appeals Wages	18,848.00		18,776.00	72.00	
Board of Appeals Expense	1,350.00		929.00	421.00	
Municipal Buildings Wages	71,674.00		69,007.00	2,667.00	
Municipal Buildings Expense	183,350.00		170,853.00	5,900.00	6,597.00
Municipal Buildings Expense: Prior Year	3,446.00		3,376.00	70.00	
Municipal Buildings Minor Capital	20,500.00	25,000.00	43,370.00	30.00	2,100.00
Insurance and Bonding	123,000.00		116,111.00	6,889.00	
Insurance Deductible Reserve-GenLiab	12,000.00		1,000.00	11,000.00	
Insurance Deductible Reserve-111F	15,000.00		2,552.00	12,448.00	
Town Reports	1,500.00		1,500.00	0.00	
Postage, Office Supplies, Copying	47,960.00		47,959.00	1.00	
Postage, Office Supplies, Telephone Charges	31,000.00		31,000.00	0.00	
<b>Total General Government</b>	<b>2,204,053.00</b>	<b>(57,479.00)</b>	<b>1,915,593.00</b>	<b>152,597.00</b>	<b>78,384.00</b>

#### PROTECTION OF PERSONS AND PROPERTY

Police Department Salary	111,882.00		106,335.00	5,547.00	
Police Department Wages	1,291,302.00		1,289,451.00	1,851.00	
Police Department Expense	144,200.00		142,311.00	1,859.00	30.00
Police Department Expense: Prior Year	386.00		386.00	0.00	
Police Department Cruisers Lease/Purchase	5,000.00		3,700.00	1,300.00	
Police Department Minor Capital	18,627.00		18,578.00	49.00	
Police Department: Phone System	30,000.00		30,000.00	0.00	
Police Department Records Management	35,473.00		35,473.00	0.00	
Police Department New Cruisers	95,100.00		94,235.00	865.00	
Public Safety Building Expense	45,000.00		44,378.00	622.00	
Fire Department Salaries	97,763.00		97,763.00	0.00	
Fire Department Wages	496,161.00	20,000.00	513,057.00	3,104.00	
Fire Department Expense	122,800.00	20,679.00	138,850.00	399.00	4,230.00

Fire Department Expenses Prior Year	30,330.00	1,154.00	0.00	29,176.00	
Fire Department: Tanker Truck	165,000.00	151,020.00	0.00	13,980.00	
Fire Hydrant Charge West Groton	750.00	750.00	0.00		
Fire Hydrant Charge Groton	2,500.00	2,500.00	0.00		
EMS: Ambulance	245,000.00	0.00	0.00	245,000.00	
Building Inspector Salaries	67,379.00	66,349.00	1,030.00		
Building Inspector Wages	55,944.00	55,300.00	644.00		
Building Inspector Expense	6,500.00	4,392.00	2,108.00		
Salaries/Fees-Mechanical Inspector	22,000.00	21,432.00	568.00		
Mechanical Inspector Expense	3,000.00	2,308.00	692.00		
Sealer Weights & Measures Salary/Fees	3,000.00	2,360.00	640.00		
Sealer Weights & Measures Expense	100.00	0.00	100.00		
Earth Removal Inspector Salary	1.00	0.00	1.00		
Earth Removal Inspector Expense	100.00	58.00	42.00		
Animal Inspector/Animal Control Off. Salaries	4,164.00	4,164.00	0.00		
Animal Inspector/Animal Control Off.Expense	800.00	0.00	800.00		
Civil Defense/Aux Police/EOC Expenses	4,500.00	4,500.00	0.00		
Dog Officer Salary	13,973.00	13,973.00	0.00		
Dog Officer Expense	4,800.00	4,273.00	398.00	129.00	
Police & Fire Communications Wages	270,000.00	215,545.00	54,455.00		
Police & Fire Communications Expense	15,000.00	12,366.00	2,634.00		
<b>Total Protection Persons and Property</b>	<b>3,408,535.00</b>	<b>40,679.00</b>	<b>3,076,961.00</b>	<b>79,708.00</b>	<b>292,545.00</b>

## SCHOOLS

Nashoba Valley Tech High School Assmt	536,044.00		536,044.00	0.00
Minuteman Regional Vocation Technical	1.00	16,800.00	16,800.00	1.00
Groton Dunstable Reg School District Assmt	16,273,610.00		16,273,610.00	0.00
<b>Total Schools</b>	<b>16,809,655.00</b>	<b>16,800.00</b>	<b>16,826,454.00</b>	<b>1.00</b>

## PUBLIC WORKS & FACILITIES

General Highway Salary	82,017.00	82,017.00	0.00
General Highway Wages	583,332.00	577,807.00	5,525.00
General Highway Expense	138,200.00	138,080.00	120.00
General Highway Road Maintenance	89,000.00	87,796.00	1,204.00
General Highway Fuel Tanks	79,631.00	100,122.00	(20,491.00)
General Highway Intermediate Truck	55,000.00	49,231.00	5,769.00
Snow & Ice Overtime	140,000.00	126,111.00	13,889.00
Snow & Ice Expense	165,000.00	275,665.00	(110,665.00)
Snow & Ice Hired Equipment	35,000.00	82,823.00	(47,823.00)
Street Lighting	24,000.00	17,800.00	6,200.00
Waste Disposal Wages	82,158.00	82,144.00	14.00
Waste Disposal Consulting	6,850.00	5,850.00	1,000.00

Waste Disposal Expense	54,486.00		46,596.00	7,890.00	
Waste Disposal Tipping Fees	135,000.00		124,576.00	10,424.00	
Tree Department Expense	3,000.00		2,725.00	275.00	
Tree Department Tree Work	16,500.00		11,602.00	4,898.00	
Graves Registration Salary	250.00		250.00	0.00	
Graves Registration Expense	660.00		660.00	0.00	
Care of Veterans' Graves	1,000.00		1,000.00	0.00	
	<b>1,691,084.00</b>	<b>0.00</b>	<b>1,812,855.00</b>	<b>(121,771.00)</b>	<b>0.00</b>

#### HEALTH & HUMAN SERVICES

Board of Health Expense	800.00		747.00	53.00	
Board of Health Engineering Consult	10,000.00		9,879.00	121.00	
Nashoba Nursing Service/Health Assessment	30,143.00		30,143.00	0.00	
Council on Aging Wages	110,748.00		108,927.00	1,821.00	
Council on Aging Expense	8,016.00		3,969.00	4,047.00	
Senior Center Van Wages	15,669.00		14,866.00	803.00	
Senior Center Van Expenses	6,900.00		4,682.00	2,218.00	
Veterans' Agent Salary	3,485.00		3,485.00	0.00	
Veterans' Agent Expense	700.00		210.00	490.00	
Veterans' Benefits	20,000.00		14,049.00	5,951.00	
<b>Total Highway and Health</b>	<b>206,461.00</b>	<b>0.00</b>	<b>190,957.00</b>	<b>15,504.00</b>	<b>0.00</b>

#### LIBRARY AND CITIZENS' SERVICES

Library Salaries	259,253.00		259,253.00	0.00	
Library Wages	283,192.00		283,131.00	61.00	
Library Expense	167,457.00		167,395.00	62.00	
Country Club Salaries	77,500.00		77,494.00	6.00	
Country Club Wages	42,750.00		40,264.00	2,486.00	
Country Club Expenses	211,200.00		186,912.00	22,393.00	1,895.00
Country Club Minor Capital	5,000.00		4,920.00	80.00	
Park Department Wages	2,500.00		1,302.00	1,198.00	
Park Department Expense	34,485.00		31,694.00	2,291.00	500.00
Park Department Expense: Prior Year	787.00		787.00	0.00	
Care of the Old Burying Ground	700.00		700.00	0.00	
Town Forest Expense	5,275.00		0.00	0.00	5,275.00
Celebrations/Commemorations	500.00		194.00	306.00	
Weed Harvesting/Great Ponds Expense	10,090.00		8,306.00	1,784.00	
Water Safety Expense	2,610.00		2,542.00	68.00	
<b>Total Library and Citizens' Services</b>	<b>1,103,299.00</b>	<b>0.00</b>	<b>1,064,894.00</b>	<b>30,735.00</b>	<b>7,670.00</b>

#### DEBT SERVICE

Principal Long-Term Debt	753,215.00		753,215.00	0.00	
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Interest Long-Term Debt	285,925.00		285,926.00	(1.00)	
Short Term Interest	3,480.00		0.00	3,480.00	
<b>Total Debt Service</b>	<b>1,042,620.00</b>	<b>0.00</b>	<b>1,039,141.00</b>	<b>3,479.00</b>	<b>0.00</b>

#### EMPLOYEE BENEFITS

County Retirement Assessment	1,234,772.00		1,226,334.00	8,438.00	
Health & Life Insurance	1,334,029.00		1,277,387.00	56,642.00	
Unemployment Compensation	55,000.00		37,345.00	17,655.00	
Medicare Employer Contribution	94,000.00		87,888.00	6,112.00	
<b>Total Employee Benefits</b>	<b>2,717,801.00</b>	<b>0.00</b>	<b>2,628,954.00</b>	<b>88,847.00</b>	<b>0.00</b>

#### WATER DEPARTMENT ENTERPRISE FUND

Water Department Salaries	165,020.00		138,523.00	26,497.00	
Water Department Wages	138,435.00		138,036.00	399.00	
Water Department Expense	373,973.00		356,601.00	17,372.00	
Water Department Debt Service	399,342.00		399,343.00	(1.00)	
<b>Total Water Department Enterprise</b>	<b>1,076,770.00</b>	<b>0.00</b>	<b>1,032,503.00</b>	<b>44,267.00</b>	<b>0.00</b>

#### SEWER DEPARTMENT ENTERPRISE FUND

Sewer Department Wages	21,500.00		16,550.00	4,950.00	
Sewer Department Expense	603,567.00		492,331.00	111,236.00	
Sewer Dept: Debt Service (incl. betterments)	267,542.00		266,089.00	1,453.00	
<b>Total Sewer Department Enterprise</b>	<b>892,609.00</b>	<b>0.00</b>	<b>774,970.00</b>	<b>117,639.00</b>	<b>0.00</b>

#### CAPITAL PROJECTS

Lost Lake/west Groton Sewer Project Expenses	133,804.00		123,118.00	0.00	10,686.00
Debt Service	103,120.00		103,120.00		0.00
<b>Total Capital Projects</b>	<b>236,924.00</b>	<b>0.00</b>	<b>226,238.00</b>	<b>0.00</b>	<b>10,686.00</b>
<b><u>GRAND TOTAL</u></b>	<b>31,389,811.00</b>	<b>0.00</b>	<b>30,589,520.00</b>	<b>411,006.00</b>	<b>389,285.00</b>



**SPECIAL REVENUE  
FISCAL 2011**

	<b>Bal. Forward</b>	<b>Receipts</b>	<b>Expenditures</b>	<b>Bal to 2012</b>
<b>CHAPTER 90 HIGHWAY FUNDS</b>	0.00	418,531.00	418,531.00	0.00
Chapter 90 Highway Funds				0.00

**Community Preservation Fund**

Note: Bal. forward to 2012 incl. encumbrances for incomplete projects; Unalloc Rsrv incl. operating rsrv

Unallocated Reserve	632,137.04	517,175.91	590,163.12	559,149.83
Community Housing Reserve	383,834.77	73,882.28	0.00	457,717.05
Historic Resource Reserve	214,288.17	73,882.28	114,967.49	173,202.96
Open Space Reserve	27,810.02	73,882.28	75,000.00	26,692.30
	<b>1,258,070.00</b>	<b>738,822.75</b>	<b>780,130.61</b>	<b>0.00</b>
				<b>1,216,762.14</b>

**GIFTS**

Highway Department	5,100.00	0.00	0.00	5,100.00
Fire Department SAFE	4,079.88	180.00	2,978.18	1,281.70
Fire Department	22,346.31	5,705.00	11,278.84	16,772.47
EMS	4,311.68	0.00	0.00	4,311.68
Police Department	836.35	220.00	0.00	1,056.35
Shooting Range	144.04	0.00	0.00	144.04
DARE	0.00	3,000.00	2,573.67	426.33
Police Cruiser Gift Fund	984.14	0.00	984.14	0.00
Civil Defense	1,152.14	0.00	0.00	1,152.14
Library	59,695.60	31,687.47	32,200.53	59,182.54
Council on Aging	4,845.37	3,075.37	4,433.80	3,486.94
Williams Barn	5,595.36	3,193.75	3,639.19	5,149.92
Care of Old Burying Ground	494.39	0.00	0.00	494.39
Groton Military Covenant	0.00	35.00	0.00	35.00
Dog Pound	272.06	273.14	0.00	545.20
Groton Children's Fund	6,526.14	14,472.11	16,881.31	4,116.94
Pavilion Maintenance	721.14	0.00	250.00	471.14
Smith Fountain	2,017.94	0.00	0.00	2,017.94
Sargisson Beach Canoe Launch	6,974.29	0.00	0.00	6,974.29
Cable TV Organization	163,342.71	146,719.32	151,197.91	158,864.12
Cable TV Programming	2,721.67	782.55	0.00	3,504.22
Greenway	73.38	0.00	0.00	73.38
Playing Fields	605.19	0.00	0.00	605.19
C-Lab/Insco Monitoring	1,406.51	0.00	0.00	1,406.51
Dr. Betty Scholarship	3,390.00	0.00	0.00	3,390.00

Evan's Rink Gift	1,250.00	0.00	0.00	1,250.00
Hanson Playground Gift	664.46	1,455.00	1,527.70	591.76
Belitsky Gift	500.00	0.00	500.00	0.00
Rocky Hill Gift Fund	2,469.50	0.00	0.00	2,469.50
Lost Lake Dam Gift Fund	23,106.00	0.00	0.00	23,106.00
Sustainability Committee Fund	2,532.54	0.00	305.90	2,226.64
COA Van Gift	824.00	0.00	824.00	0.00
Trails Committee Gift Fund	250.00	0.00	0.00	250.00
Recycling Gift Fund	312.50	747.28	0.00	1,059.78
Academy Hills Lottery Gift Fund	0.00	3,500.00	3,148.00	352.00
Penny Project	0.00	11,824.00	0.00	11,824.00
Lost Lake/Knops Pond Gift Fund	0.00	3,430.00	0.00	3,430.00
Nashoba Homes Gift Fund	0.00	3,000.00	1,182.00	1,818.00
Swim Team Gift Fund	0.00	600.00	0.00	600.00
Vets Breakfast/Senior Lunch Fund	0.00	1,000.00	0.00	1,000.00

## GRANTS

Aid to Libraries	82,332.55	13,876.37	9,253.17	86,955.75
Arts Council	5,227.35	3,871.97	3,493.00	5,606.32
Police 911 Training Program	(370.85)	5,247.93	4,443.28	433.80
Police 911 Incentive Grant	(36,516.45)	193,259.27	220,604.48	(63,861.66)
Ice Storm Relief Grant FY 08	44,257.15	0.00	11,014.90	33,242.25
Conservatrion WHIP Grant	912.00	841.50	420.00	1,333.50
43 D Planning Grant	15,627.00	0.00	0.00	15,627.00
Stormwater: James Brook Grant	(2,271.07)	6,771.41	4,355.73	144.61
Squannacook Dam Repair Grant	98,820.00	0.00	0.00	98,820.00
Title V Loan	104,117.95	4,755.70	10,400.20	98,473.45
Elder Programs Grant	0.00	6,664.00	6,664.00	0.00
BoH Flu Management Grant	15,515.37	0.00	0.00	15,515.37
BoH Equipment Grant	2,899.16	0.00	1,457.44	1,441.72
Additional Polling Hours	1,579.69	2,034.00	1,085.11	2,528.58
Fire Deparmtent SAFE Program	2,883.80	4,815.00	7,669.46	29.34
Fire Fighter SAFER Wage Grant	(1,522.29)	32,533.05	33,730.06	(2,719.30)
Fire Department Equipment Grant	0.00	175,279.00	0.00	175,279.00
Recycling Program	20,332.67	0.00	20,332.67	0.00
Cable Equipment Grant	45,489.54	0.00	0.00	45,489.54

## REVOLVING

Drug Forfeiture	1,977.35	0.00	693.15	1,284.20
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Insurance Claims	15,760.35	27,530.83	35,953.29	7,337.89
Conservation 593	0.00	2,000.28	1,271.00	729.28
Planning Board 593	17,341.29	29,940.21	28,729.09	18,552.41
Zoning Board 593	6,882.19	2.80	1,767.10	5,117.89
Conservation Land Management	8,655.56	100.00	0.00	8,755.56
Road Acceptance	684.00	0.00	684.00	0.00
Theft Restitution	0.00	493.00	0.00	493.00
Erosion Control	1,675.33	500.00	628.03	1,547.30
Shaws Intersection	7,615.25		7,615.25	0.00

#### RECEIPTS RESERVED

Town Forest Reserved	48,595.43		5,000.00	43,595.43
Emergency Medical Fees Reserved	744,320.45	239,305.27	355,000.00	628,625.72

*EMS Receipts includes \$391K encumbered for FY 2012*

NON-EXPENDABLE TRUST FUNDS		Interest & + Market Adj	Disbursements & - Market Adj	Transfers In or Out
Dr. Samuel Green Charity Fund	77,036.69	15,225.94		92,262.63
Joseph T. Shepley Charity Fund	177,558.50	35,093.28		212,651.78
Sarah E. Barr Eye Fund	1,524.72	301.32		1,826.04
Willard Dalrymple Eye Fund	6,435.19	1,271.89		7,707.08
Frank E. Waters Vocational Fund	3,466,617.19	685,156.33		4,151,773.52
John H. Robbins Library Fund	1,790,812.90	353,942.76		2,144,755.66
Library Book Fund	99,096.73	19,585.97		118,682.70
Lecture Fund	2,743,359.88	542,206.35		3,285,566.23
Joseph T. Shepley Fountain Fund	1,524.72	301.32		1,826.04
Arthur E. Spaulding Fund	614.30	121.52		735.82
Cemetery Perpetual Care	1,228.60	243.04		1,471.64
Mary T. Sawyer Library Fund	3,158.73	624.29		3,783.02
John R. Robbins Scholarship Fund	10,182.77	2,012.69		12,195.46
Groton Commons	6,106.25	1,206.95		7,313.20
Butler/GrotonDunstable School Trust	7,269.18	1,436.69		8,705.87
Robertson/Onners Memorial Trust	24,599.03		548.40	24,050.63
Bertozzi Trust/Scholarship Fund	141,346.72	1,021.50		142,368.22
VanHoogan Trust/Scholarship Fund	48,537.26	3,601.48		52,138.74
Belitsky Scholarship	15,645.49	5.71		15,651.20
Peter M. Twomey Trust/Scholarship Fund	29,673.81		472.00	29,201.81
		Trans. In Income and	Trans. Out and	

<b>EXPENDABLE TRUST FUNDS</b>		<b>+ Market Adj</b>	<b>- Market Adj</b>	<b>Expenditures</b>	
Dr. Samuel Green Charity Fund	735,401.92	24,257.14		33,035.17	726,623.89
Joseph T. Shepley Charity Fund	309,227.92	16,527.83		15,634.31	310,121.44
Sarah T. Barr Eye Fund	1,936.76	45.68			1,982.44
Willard Dalrymple Eye Fund	17,227.05	300.17	34.50	0.00	17,492.72
Frank E. Waters Vocational Fund	495,875.65	114,912.50		60,396.26	550,391.89
John H. Robbins Library Fund	529,542.25	64,783.86		45,026.17	549,299.94
Library Book Fund	23,240.18	2,829.02			26,069.20
Lecture Fund	298,090.55	80,106.76		70,037.04	308,160.27
Joseph T. Shepley Fountain Fund	5,004.49	53.00		231.52	4,825.97
Arthur E. Spaulding Fund	249.95	16.80			266.75
Cemetery Perpetual Care Fund	7,203.45	54.08			7,257.53
Stabilization Fund	1,064,686.93	158,535.48			1,223,222.41
Capital Purchases Stabilization Fund	512,277.14	346,664.42	345,100.00		513,841.56
Conservation Fund	713,008.92	91,827.61		384,186.00	420,650.53
Carl A.P. Lawrence Library Fund	38,931.91	6,858.78			45,790.69
Mary T. Sawyer Library Fund	625.76	84.32			710.08
John H. Robbins Scholarship Fund	3,198.25	275.40			3,473.65
Butler/Groton Dunstable Library Fund	5,151.19	205.37			5,356.56
Avenue of Flags	3,307.80	1.67			3,309.47
Groton Commons Fund	3,405.75	169.70			3,575.45
Robertson/Onners Memorial Trust Fund	13,749.47	845.25	84.52	500.00	14,010.20
Bertozzi Trust/Scholarship Fund	4,155.63	3,077.24	769.31	4,694.99	1,768.57
VanHoogan Trust/Scholarship Fund	4,617.82	1,691.13	338.22	3,000.00	2,970.73
Peter M. Twomey Trust & Scholarship Fund	763.38	701.82	150.44	750.01	564.75
Belitsky Scholarship	796.91	317.33	79.33		1,034.91
Turtle Study Trust	25,194.54	12.62			25,207.16
Turtle Main Trust	28,217.88	14.12			28,232.00
Town Scholarship Fund	6,275.89	3,324.24		3,500.00	6,100.13

Note: Capital Purchase Stabilization Fund Balance includes \$0 encumbered for FY 12

**SUMMARY OF ACCOUNTS JULY 1, 2011 -DECEMBER 31, 2011**

	<b>Appropriation</b>	<b>Res Fund or Line Item Tx</b>	<b>6-Month Expended</b>	<b>Est. To Be Expended</b>
<b>GENERAL GOVERNMENT</b>				
Moderator Salary	65.00			65.00
Moderator Expense	80.00			80.00
Selectmen Salaries	3,950.00		1,975.04	1,974.96
Selectmen Expense	7,859.00		3,874.53	3,984.47
Town Manager Salaries	169,383.00		84,505.85	84,877.15
Town Manager Wages	50,151.00		23,601.27	26,549.73
Town Manager Expense	4,400.00		2,157.77	2,242.23
Town Manager: Station Avenue Engineering	59,760.01		10,437.50	49,322.51
Town Manager: LL Ayer Engineering Survey	40,000.00			40,000.00
Town Mgr: LtLake/WestGroton Sewer LoanApp	10,000.00			10,000.00
Reserve Fund	150,000.00			150,000.00
Town Accountant Salary	97,000.00		35,999.99	61,000.01
Town Accountant Wages	29,809.00		13,832.10	15,976.90
Town Accountant Wages Prior Year	961.00		960.80	0.20
Town Accountant Expenses/Audit	30,000.00		25,183.74	4,816.26
Town Accountant Expenses/Audit Pr Year	3,000.00		3,000.00	0.00
Assessors Salaries	2,430.00		1,214.98	1,215.02
Assessors Assistant Salary	72,525.00		36,355.92	36,169.08
Assessors Wages	86,071.00		39,980.30	46,090.70
Assessors Expense	13,600.00		8,723.80	4,876.20
Assessors Maps Update	3,500.00			3,500.00
Treasurer/Tax Collector Salary	72,775.00		33,598.54	39,176.46
Treasurer/Tax Collector Wages	103,967.00		47,086.06	56,880.94
Treasurer/Tax Collect Expense	29,481.00		16,807.96	12,673.04
Treasurer Tax Title	8,100.00		300.00	7,800.00
Treasurer Bond Costs	2,500.00		2,500.00	0.00
Town Counsel Expense	90,000.00		25,874.36	64,125.64
Human Resource Salaries	47,804.00		23,903.58	23,900.42
Human Resource Expense	3,525.00		867.00	2,658.00
Human Resource Expense Prior Year	419.00			419.00
Information Technology Salary	79,249.00		39,624.50	39,624.50
Information Technology Wages	11,000.00			11,000.00
Information Technology Expense	24,820.00		9,247.33	15,572.67
Information Technology: Capital Outlay	41,000.00		14,267.56	26,732.44

Information Technology: Capital Outlay Pr Year	297.00	296.56	0.44
GIS Committee	16,000.00	400.00	15,600.00
Town Clerk Salary	63,000.00	31,500.04	31,499.96
Town Clerk Wages	44,279.00	19,906.73	24,372.27
Town Clerk Expense	4,617.00	1,750.99	2,866.01
Town Clerk Vital Statistics	350.00	57.00	293.00
Town Clerk Update Bylaws	6,945.00		6,945.00
Town Clerk Update Bylaws: Prior Year	2,500.00	1,584.62	915.38
Election/Registrar Wages	6,976.00	580.00	6,396.00
Election/Registrar Expense	9,445.00	1,495.19	7,949.81
Street Listing Expense	5,725.00	2,623.00	3,102.00
Conservation Commission Salary	59,006.00	29,502.33	29,503.67
Conservation Commission Expense	8,200.00	1,638.74	6,561.26
Planning Board Salary	71,341.00	35,170.46	36,170.54
Planning Board Expense	4,200.00	1,810.46	2,389.54
Planning Board Engineering	1,000.00		1,000.00
Planning Board Consultant	1,000.00		1,000.00
Planning Board Town Center Overlay Design	15,000.00		15,000.00
Planning Board MRPC Assessment	2,672.00	2,672.00	0.00
Master Plan Current Year	25,000.00		25,000.00
Planning Board Master Plan:Prior Year	2,750.00	500.00	2,250.00
Board of Appeals Wages	18,848.00	8,665.92	10,182.08
Board of Appeals Expense	1,350.00	162.00	1,188.00
Municipal Buildings Wages	73,907.00	33,474.85	40,432.15
Municipal Buildings Expense	183,350.00	67,213.19	116,136.81
Municipal Buildings Expense: Prior Year	6,597.00	6,596.12	0.88
Municipal Buildings: Sq. Dam Repair	25,000.00		25,000.00
Municipal Buildings: Tarbell School Septic	35,000.00	4,220.55	30,779.45
Municipal Buildings: Records Management	45,000.00		45,000.00
Municipal Buildings Minor Capital	30,000.00		30,000.00
Municipal Buildings Minor Capital Prior Year	2,100.00	1,633.41	466.59
Insurance and Bonding	143,000.00	118,625.17	24,374.83
Insurance and Bonding Deductible Reserve	12,000.00	1,000.00	11,000.00
Insurance and Bonding, Medical Reserve	25,000.00	683.64	24,316.36
Town Report	1,500.00		1,500.00
Postage,Office Supplies, Copying Expense	47,960.00	14,695.58	33,264.42
Postage,Office Supplies, Telephone	34,000.00	16,421.18	17,578.82
<b>TOTAL GENERAL GOVERNMENT</b>	<b>2,384,099.01</b>	<b>0.00</b>	<b>910,760.21</b>
<b>PROTECTION PERSONS AND PROPERTY</b>			<b>1,473,338.80</b>

Police Department Salary	188,228.00	93,021.39	95,206.61
Police Department Wages	1,199,394.00	683,300.59	516,093.41
Police Department Expense	134,960.00	77,125.73	57,834.27
Police Department Expense: Prior Year	30.00	29.83	0.17
Police Department Lease/Purchase Cruisers	5,000.00	3,900.00	1,100.00
Police Department Minor Capital	13,000.00	8,625.46	4,374.54
Police Department Capital Outlay: Vehicles	59,955.00	54,594.00	5,361.00
Public Safety Building Expense	48,000.00	16,894.14	31,105.86
Public Safety Building EOC Upgrade	30,000.00	5,264.68	24,735.32
Fire Department Salaries	101,400.00	50,700.00	50,700.00
Fire Department Wages	492,334.00	237,154.29	255,179.71
Fire Department Expense	122,800.00	61,233.21	61,566.79
Fire Department Expense: Prior Year	33,405.80	4,529.20	28,876.60
Fire Department: Tanker Truck	13,979.75	3,914.46	10,065.29
Fire Department: Ambulance Conversion	25,000.00		25,000.00
Fire Department: EMS 4X4	36,000.00		36,000.00
Fire Department: Mobile Computing Equip	31,500.00		31,500.00
Fire Department:Hydrant Charges Groton	2,500.00	2,500.00	0.00
Fire Department: Hydrant Charges W. Groton	750.00	750.00	0.00
EMS New Ambulance	245,000.00		245,000.00
Building Inspector Salary	70,341.00	19,511.29	50,829.71
Building Inspector Wages	59,626.00	29,369.24	30,256.76
Building Inspector Expense	8,400.00	2,648.25	5,751.75
Salary/Fees-Gas/Plumbing/Elec Inspectors	20,000.00	10,368.00	9,632.00
Gas/Plumbing/Elec Inspector Expense	3,500.00	1,013.40	2,486.60
Sealer Weights & Measures Salary Fees	2,500.00	1,400.00	1,100.00
Sealer Weights & Measures Expense	100.00		100.00
Earth Removal Inspector Expense	101.00		101.00
Animal Inspector/Control Officer Salaries	4,164.00	2,082.08	2,081.92
Animal Inspector/Control Officer Expense	800.00	191.00	609.00
EOC Expense/Aux. Police Expense	4,500.00	958.08	3,541.92
Dog Officer Salary	13,973.00	6,986.46	6,986.54
Dog Officer Expense	4,800.00	564.15	4,235.85
Dog Officer Expense Prior Year	129.00	128.82	0.18
Police & Fire Communications Wages	310,000.00	155,090.11	154,909.89
Police & Fire Communications: Expense	15,000.00	8,034.90	6,965.10
<b>TOTAL PROTECTION PERSONS/PROPERTY</b>	<b>3,301,170.55</b>	<b>0.00</b>	<b>1,541,882.76</b>
			<b>1,759,287.79</b>

**SCHOOLS**

Nashoba Valley Tech High School Assmt	460,800.00	230,399.50	230,400.50
Groton Dunstable Reg School Dist Assmt	15,754,296.00	8,021,427.50	7,732,868.50
<b>TOTAL SCHOOLS</b>	<b>16,215,096.00</b>	<b>0.00</b>	<b>8,251,827.00</b>

**HIGHWAY AND HEALTH**

General Highway Salary	82,017.00	41,508.52	40,508.48
General Highway Wages	600,343.00	263,362.29	336,980.71
General Highway Expense	142,300.00	80,339.10	61,960.90
General Highway Road Maintenance	89,000.00	75,319.45	13,680.55
General Highway Capital: Front End Loader	135,000.00	135,000.00	0.00
Snow & Ice Overtime	140,000.00	25,453.85	114,546.15
Snow & Ice Expense	165,000.00	24,607.23	140,392.77
Snow & Ice Hired Equipment	35,000.00	23,949.50	11,050.50
Street Lighting	24,000.00	8,900.00	15,100.00
Waste Disposal Wages	82,772.00	36,937.30	45,834.70
Waste Disposal Expense	54,486.00	15,027.75	39,458.25
Waste Disposal Consulting	6,850.00	5,850.00	1,000.00
Waste Disposal Tipping Fees	135,000.00	63,730.46	71,269.54
Waste Disposal: Baler	50,000.00	32,655.00	17,345.00
Tree Department Expenses	3,000.00	497.29	2,502.71
Tree Department Tree Work	16,500.00	7,500.00	9,000.00
Graves Registration Salary	250.00		250.00
Graves Registration Expense	660.00	520.86	139.14
Care of Veterans' Graves	1,000.00		1,000.00
Board of Health Expense	1,200.00	215.84	984.16
Board of Health Engineering	10,000.00	6,776.25	3,223.75
Board of Health Nursing/ Health Services	30,143.00	11,821.50	18,321.50
Council on Aging Wages	112,927.00	44,963.00	67,964.00
Council on Aging Expense	8,016.00	2,713.46	5,302.54
Senior Center Van Wages	28,996.00	10,007.46	18,988.54
Senior Center Van Expenses	6,480.00	2,287.32	4,192.68
Veterans' Agent Salary	3,485.00	1,742.00	1,743.00
Veterans' Agent Expense	700.00	100.00	600.00
Veterans' Agent: Veteran's Benefits	48,200.00	24,316.43	23,883.57
<b>TOTAL HIGHWAY AND HEALTH</b>	<b>2,013,325.00</b>	<b>0.00</b>	<b>946,101.86</b>

**CULTURE AND RECREATION**



Library Salaries	261,546.00	131,148.20	130,397.80
Library Wages	300,090.00	137,619.30	162,470.70
Library Expense	164,994.00	51,238.26	113,755.74
Country Club: Salaries	118,520.00	59,259.98	59,260.02
Country Club: Wages	152,355.00	92,131.15	60,223.85
Country Club: Expenses	322,800.00	168,566.25	154,233.75
Country Club: Expenses Prior Year	1,895.00	1,638.75	256.25
Country Club: Minor Capital	21,175.00	900.00	20,275.00
Counry Club: Mower	10,200.00		10,200.00
Park Department Wages	2,500.00	216.48	2,283.52
Park Department Expense	34,485.00	14,264.24	20,220.76
Park Department Prior year Expense	500.00	500.00	0.00
Care of Old Burying Ground	1,100.00	692.28	407.72
Town Forest Expense: Prior Year	5,275.10		5,275.10
Commemorations	500.00		500.00
Great Lakes Advisory Committee Expense	3,635.00	1,250.00	2,385.00
Weed Harvester Expense	7,705.00	5,324.11	2,380.89
Water Safety Wages	2,640.00	860.25	1,779.75
Water Safety Expense	950.00	170.00	780.00
<b>TOTAL LIBRARY &amp; CITIZENS' SERVICES</b>	<b>1,412,865.10</b>	<b>0.00</b>	<b>665,779.25</b>
			<b>747,085.85</b>

#### DEBT SERVICE

Principal Long-term Debt	626,646.00	626,645.77	0.23
Interest Long-term Debt	229,156.00	119,146.04	110,009.96
Principal Short-term Debt			0.00
Interest Temporary Loans			0.00
<b>TOTAL DEBT SERVICE</b>	<b>855,802.00</b>	<b>0.00</b>	<b>745,791.81</b>
			<b>110,010.19</b>

#### EMPLOYEE BENEFITS

County Retirement Assessment	1,384,788.00	1,324,432.00	60,356.00
Unemployment Compensation	40,000.00	1,740.40	38,259.60
Health & Life Insurance	1,488,134.00	816,660.65	671,473.35
Medicare Employer Contribution	84,000.00	48,476.41	35,523.59
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>2,996,922.00</b>	<b>0.00</b>	<b>2,191,309.46</b>
			<b>805,612.54</b>

#### WATER DEPARTMENT

Water Department Salaries	122,729.00	60,278.74	62,450.26
Water Department Wages	133,953.00	72,700.57	61,252.43
Water Department Expense	331,138.00	154,514.45	176,623.55
Water Department Expense Prior Year	3,180.00	3,180.00	0.00
Water Department Easement	25,000.00		25,000.00
Water Department Debt Service	362,349.00	298,995.94	63,353.06

<b>TOTAL WATER DEPARTMENT</b>	<b>978,349.00</b>	<b>0.00</b>	<b>589,669.70</b>	<b>388,679.30</b>
<b>SEWER DEPARTMENT</b>				
Sewer Department Wages	19,543.00		8,856.54	10,686.46
Sewer Department Expense	567,204.00		195,185.25	372,018.75
Sewer Department Debt Service	121,332.00		120,365.86	966.14
<b>TOTAL SEWER DEPARTMENT</b>	<b>708,079.00</b>	<b>0.00</b>	<b>324,407.65</b>	<b>383,671.35</b>
<b>COMMUNITY PRESERVATION</b>				
Operating Reserve	34,250.00		15,869.38	18,380.62
Unallocated Reserve	536,444.37		325,366.34	211,078.03
Community Housing Reserve	419,454.80		412,000.00	7,454.80
Historic Resource Reserve	236,332.51		14,967.51	221,365.00
Open Space Reserve	90,000.00		90,000.00	0.00
<b>TOTAL COMMUNITY PRESERVATION</b>	<b>1,316,481.68</b>	<b>0.00</b>	<b>858,203.23</b>	<b>458,278.45</b>
Note: FY 2012 appropriations for CPA include prior year encumbrances for incomplete projects				
<b>GRAND TOTAL</b>	<b>32,182,189.34</b>	<b>0.00</b>	<b>17,025,732.93</b>	<b>15,156,456.41</b>