



HIGHWAY DEPT.
WEST GROTON ANNEX

GROTON
SENIOR
CENTER
448-1170

TOWN OF GROTON
CENTER FIRE
STATION

GROTON POLICE
DEPARTMENT

GROTON
WATER
DEPARTMENT
Baddacook Well

94
GROTON
COUNTRY CLUB
Public Welcome

Town of Groton 2017 Annual Town Report

Groton Public
LIBRARY
Est. 1854
Parking to the Rear



Please join us in wishing Police Chief, Donald L. Palma, Jr. well in his upcoming retirement, officially set to start at the conclusion of Groton's Memorial Day Parade on Monday, May, 28, 2018.

Chief Palma has served as Police Chief in Groton since 2007. His philosophy of "community first" will be something that the Town will remember and continue to embrace for years to come. Chief Palma thoroughly enjoyed being involved in community events such as the monthly Veteran's Breakfasts at the Council on Aging, the Annual Seniors Holiday Dinner at the Barn at Gibbet Hill, the Annual Senior Barbeque, the 9/11 First Responders Lunch held at the Fire Station, the Senior Cookout, Memorial Day Parade, 4th of July Fireworks, Trick or Treating and Grotonfest. He also enjoyed hosting events such as the Senior Citizen's Police Academy. Our guess is that his annual appointment of Harbormaster was his favorite duty!

Chief Palma, your presence will be missed by so many in this community. We wish you nothing but the best in this next stage of your life. We hope you won't be a stranger and look forward to seeing you again soon.



**GROTON, MASSACHUSETTS
MIDDLESEX COUNTY**
www.townofgroton.org

“At A Glance”

Settled: May 23, 1655

Type of Government: Open Town Meeting; Town Manager

Location: Northwestern part of Middlesex County

Population from 2017 Annual Town Census: 10,680

Registered Voters as of December 31, 2016: 8,088

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

IN MEMORIAM 2017

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

John “J” Geils

Bradbury Smith

Hugh Stoddart

Elizabeth Krause

Elizabeth Lackey

Frank Lackey, III

Jack Balonis

Thomas Hartnett



Photo by Jeff Demers

2017 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:*

COMMUNITY

Peter S. Cunningham Day	April 24, 2017
Arbor Day	April 29, 2017
Robert S. Hargraves Day	May 1, 2017
Girl Scout Cadettes – Silver Awardees – Enya Selders, Diana Mendel, Jessica Madigan & Clarissa LaGasse	June 23, 2017
Girl Scout Gold Awardee - Ciara M. Selders	June 23, 2017
Girl Scout Gold Awardee – Julia Mendel	June 23, 2017

EAGLE SCOUTS

Brandon Lee Sickles	January 7, 2017
Edward Murray	January 8, 2017
Matthew Suchecki	April 30, 2017
Michael Suchecki	April 30, 2017
Philip Richard Marino	May 6, 2017
Bryan Campbell Bonnett	August 6, 2017
Eric Huber	August 6, 2017
Ian David Peterson	August 6, 2017
Christopher William Harrod	September 16, 2017
John Michael Barcomb	September 16, 2017
Patrick Robert Daly	November 5, 2017



Board of Selectmen

<i>Joshua A. Degen, Chair</i>	<i>Barry A. Pease, Vice Chair</i>	<i>Alison S. Manugian, Clerk</i>
<i>Rebecca H. Pine, Member</i>	<i>John G. Petropoulos, Member</i>	
<hr/>		
<i>Mark W. Haddad, Town Manager</i>	<i>Michael Bouchard, Town Clerk</i>	

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FEDERAL, STATE AND COUNTY OFFICIALS

PRESIDENT

Donald Trump
The White House
1600 Pennsylvania Avenue NW
Washington, DC 20500
202-456-1111
Visitors Office: 202-456-2121

UNITED STATES SENATORS

Edward J. Markey
255 Dirksen Senate Office Building
Washington, DC 20510
Phone: (202) 224-2742

975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Phone: (617) 565-8519

Elizabeth Warren
317 Hart Senate Office Building
Washington, DC 20510
(202) 224-4543

2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565-3170

REPRESENTATIVE IN CONGRESS 3RD CONGRESSIONAL DISTRICT

Niki Tsongas
1714 Longworth House Office Building
Washington, DC 20515
(202) 225-3411

126 John Street, Suite 12
Lowell, MA 01852
(978) 459-0101
www.tsongas.house.gov

GOVERNOR

Charlie Baker
State House, Room 280
24 Beacon Street
Boston, MA 02133
(617) 725-4005
www.mass.gov/orgs/office-of-the-governor

ATTORNEY GENERAL

Maura Healy
One Ashburton Place
Boston, MA 02108-1518
Consumer Hotline (617) 727-8400
(617) 727-2200

DISTRICT ATTORNEY MIDDLESEX COUNTY

Marian Ryan
15 Commonwealth Avenue
Woburn, MA 01801
(781) 897-8300
www.middlesexda.com

SECRETARY OF STATE

William F. Galvin
One Ashburton Place
Boston, MA 02108
(617) 727-7030
sec.state.ma.us

SENATOR IN GENERAL COURT

Eileen Donoghue
First Middlesex District
24 Beacon Street, Room 112
Boston, MA 02133
(617) 722-1630
Eileen.Donoghue@masenate.gov

REPRESENTATIVE IN GENERAL COURT

Sheila C. Harrington
First Middlesex District
24 Beacon Street, Room 237
Boston, MA 02133
(617) 722-2305
Sheila.Harrington@mahouse.gov

REGISTER OF DEEDS

Maria Curtatone
208 Cambridge Street
Cambridge, MA 02141
(617) 679-6300
middlesexsouth@sec.state.ma.us

REGISTER OF PROBATE

Tara DeCristofaro, Registrar
Middlesex Probate and Family Court
208 Cambridge Street
East Cambridge, MA 02141
(617) 768-5800

SHERIFF

Peter J. Koutoujian
Middlesex County Sheriff's Office
400 Mystic Avenue
Medford, MA 02155
(781) 960-2800

Town Departments Directory

Accountant.....	978-448-1107
Board of Selectmen.....	978-448-1111
Board of Assessors.....	978-448-1127
Board of Health	978-448-1120
Building & Zoning Department...	978-448-1109
Commissioners of Trust Funds...	978-448-1173
Conservation Commission.....	978-448-1106
Council on Aging.....	978-448-1170
Department 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 Country Club.....	978-448-3996
Groton Public Library.....	978-448-1167
Historic Districts Commission.....	978-448-1109
Housing Authority.....	978-732-1913
Human Resources/Personnel.....	978-448-1145
Information Technology.....	978-732-1889
Inspector of Animals.....	978-448-1111
Park Commission.....	978-732-1913
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
Veterans' Service Officer.....	978-448-1175
Zoning Board of Appeals.....	978-448-1121



ELECTED TOWN OFFICIALS (in alphabetical order)

ASSESSORS, BOARD OF

Jenifer Evans	2018
Donald Black	2019
Garrett Boles	2020

ELECTRIC LIGHT COMMISSIONERS

Kevin J. Lindemer	2018
Rodney R. Hersh	2019
Bruce Easom	2020

GDRSD SCHOOL COMMITTEE

Peter Cronin	2018
Brian LeBlanc	2018
Angela Donahue	2019
Marlena Gilbert	2019
Jeffrey Kubick	2020

HEALTH, BOARD OF

Susan H. Horowitz	2018
Robert Fleischer	2019
Jason Weber	2020

HOUSING AUTHORITY

Deidre Slavin-Mitchell	2018
Brooks T. Lyman	2019
Ellen G. Todd	2020
Leslie Colt	DHCD-Temporary
Daniel C. Emerson	State appt'd

MODERATOR

Jason Kauppi	2018
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PARK COMMISSIONERS

Robert Flynn	2018
Evan Boucher	2019
Kenneth Bushnell	2019
James Gaffney	2020
Timothy Siok	2020

PLANNING BOARD

Timothy Svarczkopf	2018
Russell Burke	2018
Carolyn A. Perkins	2018
John Giger	2019
George E. Barringer, Jr.	2019
Scott O. Wilson	2020
Michael Vega	2020

SELECTMEN, BOARD OF

John G. Petropoulos	2018
Joshua A. Degen	2019
Barry A. Pease	2019
Alison S. Manugian	2020
Rebecca H. Pine	2020

SEWER COMMISSIONERS

Thomas D. Hartnett**	2018
James L. Gmeiner	2019
Thomas Orcutt	2020

TOWN CLERK

Michael Bouchard	2018
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TRUST FUNDS, COMMISSIONERS OF

Joseph E. Twomey	2018
Leslie Wickfield	2019
Thomas D. Hartnett**	2020

TRUSTEES OF PUBLIC LIBRARY

Kristen Von Campe	2018
Jane R. Allen	2018
Mark Gerath	2019
Nancy Wilder	2019
Marilyn Dabritz	2020
David Zeiler	2020

WATER COMMISSIONERS

John McCarthy, Jr.	2018
Greg R. Fishbone	2019
James L. Gmeiner	2020

*Resigned
** Deceased

**OFFICIALS APPOINTED BY
THE
BOARD OF SELECTMEN**

TOWN MANAGER
Mark W. Haddad 2019

TOWN COUNSEL
David J. Doneski, Esq. 2018

POLICE CHIEF
Donald L. Palma, Jr. 2019

FIRE CHIEF
Steele McCurdy 2020

**OFFICIALS APPOINTED BY
THE
TOWN MANAGER**

ADA COORDINATOR
Michelle Collette 2018

ANIMAL CONTROL OFFICER
R. Thomas Delaney, Jr. 2018
George Moore 2018

ANIMAL INSPECTOR
George Moore 2018

BUILDING COMMISSIONER
Edward Cataldo 2018

BUILDING INSPECTOR
Daniel Britko 2018

COMMUNICATIONS OFFICERS
Sarah E. Power 2018
Darlene A. Touchette 2018
Warren Gibson 2018
Jonathan Shattuck 2018
Catherine Myers 2018
Samuel Welch 2018
Edward J. Bushnoe (Part time) 2018
Michael MacGregor (Relief) 2018

CONSERVATION ADMINISTRATOR
Nikolis Gualco 2018

CONSTABLES
George Rider 2018
Brian O. Downes 2019
George Moore 2019
Frederick Correia 2020
Jack Balonis** 2020

COUNCIL ON AGING DIRECTOR
Kathy Shelp 2018

**COUNTRY CLUB GM / HEAD GOLF
PROFESSIONAL**
Shawn Campbell 2018

DATABASE COORDINATOR
April Moulton 2018

DOG OFFICER
George Moore 2018
R. Thomas Delaney, Jr. 2018

EARTH REMOVAL INSPECTOR
Michelle Collette 2018

ELECTION WORKERS
Judith Anderson 2018
Florine Bakke 2018
Jack Balonis** 2018
Maureen Beal 2018
Nadine Bishop 2018
Laurie Bonnett 2018
Audrey Bryce 2018
Marvin Caldwell 2018
Carol Chalmers 2018
Gail Chalmers 2018
Carole Clark 2018
Michelle Collette 2018
Margaret Connolly 2018
Anthony Corsetti 2018
Irene Corsetti 2018
Joan Croteau 2018
Jean Cummings 2018
Carol Daigle 2018
Charlene Dapolito 2018
Dorothy Davis 2018
Dawn Dunbar 2018

*Resigned
** Deceased

Alberta Erickson	2018
George Faircloth	2018
Maureen Faircloth	2018
Carl Flowers	2018
Norma Garvin	2018
Louise Gaskins	2018
Joan Guimond	2018
Margot Hammer	2018
Ellen Hargraves	2018
Richard Hewitt	2018
Marlene Kenney	2018
Stephen Legge	2018
Lorraine Leonard	2018
Cindy Martell	2018
Paula Martin	2018
Richard Marton	2018
Mary McGrath	2018
Violetta O'Donnell	2018
Lisa O'Neil	2018
John Ott	2018
Geraldine Perry	2018
Donna Piche	2018
Nancy Pierce	2018
Peg Russell	2018
Suzanne Sanders	2018
Connie Sartini	2018
Stuart Shuman	2018
Fran Stanley	2018
Arestothea Staub	2018
Alberta Steed	2018
Rena Swezey	2018
Lori Sullivan	2018
Janet Thompson	2018
Ramona Tolles	2018
Jeffrey Upton	2018
Richard Van Doren	2018
Bronwen Wallens	2018
Ann Walsh	2018
Margaret Wheatley	2018

ELECTRICAL INSPECTOR

Edward Doucette	2018
John Dee III (Alternate)	2018

EXECUTIVE ASSISTANT TO THE TOWN MANAGER

Dawn Dunbar	2018
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FENCE VIEWER

George Moore	2018
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FIELD DRIVER

George Moore	2018
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GRAVES REGISTRATION OFFICER

Deborah Beal Normandin	2018
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HARBOR MASTER

Donald L. Palma, Jr.	2018
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HAZ-MAT COORDINATOR

Steele McCurdy	2018
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HEALTH INSURANCE PORTABILITY & ACCOUNTIBILITY OFFICER

Melisa Doig	2018
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HUMAN RESOURCES DIRECTOR

Melisa Doig	2018
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IT DIRECTOR

Michael Chiasson	2018
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KEEPER OF THE TOWN CLOCK

Paul Matisse	2018
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LAND USE DIRECTOR

TOWN PLANNER

Takashi Tada	2018
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LOCAL LICENSING AGENT

Donald L. Palma, Jr.	2018
James Cullen	2018

MEASURER OF WOOD AND BARK

Evan C. Owen	2018
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MOTH SUPERINTENDENT

R. Thomas Delaney, Jr.	2018
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NIMS COORDINATOR

Donald L. Palma, Jr.	2018
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PARKING CLERK

Dawn Dunbar	2018
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*Resigned
** Deceased

PLUMBING AND GAS INSPECTOR

John Murphy	2018
John Templeton (Alternate)	2018

PRINCIPAL ASSESSOR

Jonathan Greeno	2018
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POLICE DEPARTMENT**Deputy Chief**

James Cullen	2018
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Matrons

April Moulton	2018
Kathleen Newell	2018
Sarah E. Power	2018
Darlene A. Touchette	2018

Officers

Nicholas Beltz	2018
Robert Breault	2018
Peter Breslin	2018
Gordon Candow	2018
Paul Connell	2018
Omar Conner	2018
Timothy Cooper	2018
Derrick Gemos	2018
Jason Goodwin	2018
Kevin Henehan	2018
Michael Lynn	2018
Rachel Mead	2018
Dale Rose	2018
Edward P. Sheridan	2018
Cory Waite	2018
Gregory Steward	2018
Patrick Timmins	2018
Victor Sawyer	2018

Reserve Officers

Edward Bushnoe	2018
Stephen McAndrew	2018
Kathleen Newell	2018
Michael Ratte	2018
Richard Rene	2018
Jonathan Shattuck	2018

Groton Special Officers

Irmin Pierce	2018
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PUBLIC WORKS DIRECTOR

R. Thomas Delaney, Jr.	2018
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ROAD KILL OFFICER

R. Thomas Delaney, Jr.	2018
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SEALER WEIGHTS & MEASURES

Eric Aaltonen	2018
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SURVEYOR OF WOOD/LUMBER

R. Thomas Delaney, Jr.	2018
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TOWN ACCOUNTANT

Patricia Dufresne	2018
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TOWN DIARIST

M. Constance Sartini	2018
Robert L. Collins	2018

TREASURER/COLLECTOR

Michael Hartnett	2018
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TREE WARDEN

R. Thomas Delaney, Jr.	2018
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VETERANS' SERVICE OFFICER

Robert C. Johnson	2018
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WATER SUPERINTENDENT

Thomas Orcutt	2018
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**COMMITTEES &
COMMISSIONS
APPOINTED BY THE BOARD
OF SELECTMEN**

**AFFORDABLE HOUSING TRUST
FUND**

Frederick Dunn	2018
Stuart M. Schulman	2018
Sheila Julien	2020
Joshua A. Degen	2020
David Wilder	2020

BOARD OF REGISTRARS

Michael Bouchard – Town Clerk	
Dale A. Martin	2018
Sally Hensley	2019

*Resigned

** Deceased

Jane Fry 2020

**BY-LAW REVIEW & STUDY
COMMITTEE**

Michael Bouchard 2018
Peter S. Cunningham 2018
Mark W. Haddad 2018
Barry A. Pease 2018
Jay Prager 2018

**COMMUNITY PRESERVATION
COMMITTEE**

Carolyn Perkins (Planning) 2018
Timothy Siok (Parks) 2018
Michael Roberts (BOS) 2018
Richard Hewitt (BOS) 2018
Daniel Emerson (Housing Auth.) 2019
Robert DeGroot (Historical) 2019
Bruce Easom (Conservation) 2019

COMPLETE STREETS COMMITTEE

George Barringer 2018
Ellen Baxendale 2018
Michelle Collette 2018
Peter Cunningham 2018
R. Thomas Delaney Jr. 2018
Stephen Legge 2018
John Llodra 2018
Kristen Von Campe 2018

CONSERVATION COMMISSION

Marshall E. Giguere 2018
Jon Smigelski 2018
Peter A. Morrison 2019
Susan Black 2019
Eileen McHugh 2019
Bruce H. Easom 2020
Olin Lathrop 2020

COUNCIL ON AGING

Edward Wenzell 2018
George Faircloth 2018
Richard Marton 2018
Norma Garvin 2019
Jean Sheedy 2019
Helen Sienkiewicz 2019
Gail Chalmers 2020
Peter Cunningham 2020
Ellen Baxendale 2020

**ECONOMIC DEVELOPMENT
COMMITTEE**

Russell Burke 2018
Gina Cronin 2018
Alison Manugian 2018
John Konetzny 2018
Michael Rasmussen 2018
Fay Raynor 2018
1 Vacancy

FINANCE COMMITTEE

Gary Green 2018
Jon Sjoberg 2018
Norman "Bud" Robertson 2018
David Manugian 2019
Art Prest 2019
Scott Whitefield 2020
Lorraine Leonard 2020

HOUSING PARTNERSHIP

Michelle Collette 2018
Peter S. Cunningham 2018
Carolyn A. Perkins 2018
2 Vacancies

INVASIVE SPECIES COMMITTEE

Brian Bettencourt 2018
Adam Burnett 2018
Holly Estes 2018
Olin Lathrop 2018
Greta Marks-Strouble 2018

LOCAL CULTURAL COUNCIL

Gretchen Hummon 2018
Mary Jennings 2019
Dina Mordeno 2019
Susan Randazzo-Schulman 2019
Monica Hinojos 2019
Karen Riggert 2021
Pat Lawrence 2021
John Weidner 2021
Pat Hartvigsen 2022
Joni Parker-Roach 2022

**LOST LAKE WATERSHED ADVISORY
COMMITTEE**

Mark Deuger 2018
Susan Horowitz 2018
John G. Petropoulos 2018

*Resigned
** Deceased

Art Prest	2018
Michael Rosa	2018
Alex Woodle	2018
1 Vacancy	

**LOWELL REGIONAL TRANSIT
AUTHORITY**

Brian Lagasse	2018
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MBTA ADVISORY BOARD

Barry A. Pease	2018
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**MONTACHUSETT JOINT
TRANSPORTATION COMMITTEE**

Russell Burke (PB)	2018
Joshua A. Degen	2018

**MONTACHUSETT REGIONAL
PLANNING COMMITTEE**

Joshua A. Degen	2018
Mark W. Haddad	2018

**NASHOBA VALLEY REGIONAL
TECHNICAL SCHOOL COMMITTEE**

Robert Flynn	2019
Patricia Madigan	2018

PERSONNEL BOARD

Mary Jennings	2018
Norman "Bud" Robertson	2019
Kevin Brogan	2020

SARGISSON BEACH COMMITTEE

Joshua Degen	2017
John Giger	2018
Lynda Moore	2018
Peter Morrison (Cons Com Rep)	2018
Cheney Harper	2019
Andrew Davis	2019

SCHOLARSHIP COMMITTEE

Alberta Erickson	2018
Jeannie Erickson	2018
Brian LeBlanc	2019
Robinson C. Moore	2020
Kate Dennison	2020
Barbara P. Ritz	2020

SUSTAINABILITY COMMISSION

Carl Canner	2018
Bruce Easom	2018
Carl Flowers	2018
Alison Peterson	2018
Michael Roberts	2018
4 Vacancies	

ZONING BOARD OF APPEALS

Mark E. Mulligan	2018
Jay Prager	2019
Bruce Easom	2019
Cynthia A. Maxwell	2020
Stuart Schulman	2020
Alberta Erickson (Alternate)	2018
Daniel McLaughlin (Alternate)	2018
Jenepher Spencer (Alternate)	2018
1 Vacancy (Alternate)	

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

AGRICULTURAL COMMISSION

Jessica MacGregor	2018
Sally Smith	2019
George Moore	2019
John Smigelski	2020
1 Vacancy	

ARCHIVES COMMITTEE

Michael Bouchard	2018
Carl Flowers	2018
5 Vacancies	

BOARD OF SURVEY

Edward Cataldo – Bldg. Insp.	2018
Steele McCurdy – Fire Chief	2018
Evan C. Owen	2018

CABLE ADVISORY COMMITTEE

Jane Bouvier	2018
Neil Colicchio	2018
David Melpignano	2018
Robert Piche	2018
Janet Sheffield	2018

*Resigned
** Deceased

COMMISSION ON ACCESSIBILITY

Ellen Baxendale	2018
Robert Fleischer	2018
James Buckhalter	2018
Emil Reschsteiner	2018
Mark Shack	2018
Alan Taylor	2018
Anna Vega	2018

**COMMUNITY EMERGENCY
RESPONSE COORDINATOR**

R. Thomas Delaney, Jr.	2018
Steele McCurdy	2018
Donald L. Palma, Jr.	2018
William Shute	2018

CONDUCTORLAB COMMITTEE

Michelle Collette	2018
Mark Deuger	2018
Robert Hanninen	2018
Susan Horowitz	2018
Stuart M. Schulman	2018

**EARTH REMOVAL ADVISORY
COMMITTEE**

Ray Capes	2018
R. Thomas Delaney, Jr.	2018
Robert Hanninen	2018
Edward A. Perkins	2018
Eileen McHugh	2018

EMERGENCY MANAGEMENT

Pat Arel	2018
Stephen Byrne	2018
Bob Colman	2018
Peter Cunningham	2018
Francis Cusak	2018
Daniel Daigneault	2018
R. Thomas Delaney, Jr.	2018
Edward Doucette	2018
Heather Emslie	2018
Carl Flowers	2018
Norma Garvin	2018
Mark Haddad	2018
Penny Hommeyer	2018
Susan Horowitz	2018
Holly Jarek	2018
Leroy Johnson	2018
Robert Johnson	2018

Kevin Kelly	2018
Stephen Legge	2018
Catherine Lincoln	2018
Frank Mastrangelo	2018
Mark Miller	2018
George Moore	2018
Stephen Moulton	2018
Steele McCurdy	2018
Alvin Neff	2018
Kathy Newell	2018
Thomas Orcutt	2018
Christine Packard	2018
Donald L. Palma, Jr.	2018
Benjamin Podsiadlo	2018
Kathy Puff	2018
Karen Reif	2018
Connie Sartini	2018
Kathy Shelp	2018
William Shute	2018
Bill VanSchwalkwyk	2018

GREAT POND ADVISORY COMMITTEE

Francoise D. Forbes	2018
Marshall Giguere	2018
Susan H. Horowitz	2018
James Luening	2018
Art Prest	2018
George Wheatley	2018
Alexander Woodle	2018
2 Vacancies	

GREENWAY COMMITTEE

Adam Burnett	2018
Carol Coutrier	2018
Matthew McCracken	2018
David Pitkin	2018
Marion R. Stoddart	2018

HISTORICAL COMMISSION

Michael LaTerz, II	2018
George Wheatley	2019
Robert G. DeGroot	2019
Michael Danti	2019
Paul Keen	2020
Allen King	2020
1 Vacancy	

HISTORIC DISTRICTS COMMISSION

Peter Benedict	2018
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*Resigned

** Deceased

Elaine Chamberlain	2018
Laura R. Moore	2018
Greg Premru	2019
Maureen C. Giattino	2020
George Wheatley	2020
1 Vacancy	

INSURANCE ADVISORY COMMITTEE

Michelle Collette	2018
George Brackett	2018
Gordon Candow	2018
Kathy Shelp	2018
Barbara Cronin	2018
Melisa Doig	2018
Derrick Gemos	2018
Warren Gibson	2018
Hannah Moller	2018
Paul McBrearty	2018
Ann F. Walsh	2018

LOCAL EMERGENCY PLANNING COMMITTEE

Bob Colman	2018
R. Thomas Delaney, Jr.	2018
Carl Flowers	2018
Susan Horowitz	2018
Holly Jarek	2018
Kevin Kelly	2018
Leroy Johnson	2018
Steele McCurdy	2018
George Moore	2018
Thomas Orcutt	2018
Donald L. Palma, Jr.	2018
Kathy Puff	2018
Kathy Shelp	2018
William Shute	2018

OLD BURYING GROUND COMMISSION

Amanda Gavazzi	2018
Eleanor Gavazzi	2018
Kenneth A. LeFebvre	2018
2 Vacancies	

RECYCLING COMMITTEE

Michael D. Brady	2018
Tessa David	2018
R. Thomas Delaney, Jr.	2018
Jamie E. King	2018
1 Vacancy	

REGIONAL EMERGENCY PLANNING COMMITTEE

Donald L. Palma, Jr.	2018
Steele McCurdy	2018
William Shute	2018

SIGN COMMITTEE

Joshua A. Degen	2018
Mark W. Haddad	2018
Carolyn Perkins	2018

TOWN FOREST COMMITTEE

Carter Branigan	2018
John Sheedy	2019
Stephen L. Babin	2020

TRAILS COMMITTEE

David Burnham	2018
Paul G. Funch	2018
Olin Lathrop	2018
Stephen A. Legge	2018
Wanfang Murray	2018
Tim Newman	2018
Dan Patenaude	2018
James Peregoy	2018
Jason Remillard	2018
Robert Ordemann	2018
Darcy Schultz	2018

WEED HARVESTER COMMITTEE

John Crowell	2018
Gerrett Durling	2018
Erich Garger	2018
Bradley D. Harper	2018
James Luening	2018
William Strickland	2018
1 Vacancy	

WILLIAMS BARN COMMITTEE

Bruce Easom	2018
Robert Kniffen	2018
Kathy Stone	2018
Joseph Twomey	2018
Sandra Tobies	2018
Alfred L. Wyatt	2018
Leo R. Wyatt	2018
Bradbury Smith	2018
1 Vacancy	

*Resigned
** Deceased

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

Curriculum, Instruction, and Assessment

Human Resources

Business Department

Pupil Personnel Services

Technology Department

Extended Day & Community Services

Regional High School

Regional Middle School

Florence Roche Elementary School

Swallow Union Elementary School

Boutwell Early Childhood 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. 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meetings Every Monday

(978) 448-1111 Fax: (978) 448-1115

selectmen@townofgroton.org



Photo by Karen Riggert

2017 has come and gone. Many challenging things occurred and both good and bad happened in the Town of Groton during this year. First the bad. Last summer four people were murdered in horrific fashion on Common St. The family and the citizens of Groton mourned the tragic loss which occurred shattering innocent lives. Our public safety departments responded and apprehended an individual and charged him with murder. The professional demeanor of our first responders shined through during this dark moment in Groton's history. The public showed warmth and compassion to the family and their neighbors. Children struggled with the horror hitting their home Town. A healing vigil was held on Town Field. By year's end those who lost their lives were remembered while the rest of the community settled back into the quite rhythm of Groton. We shall never forget and may those lost be remembered.

Many good things happened as well. The Town is well managed and operated within the levy limit. Building permits exceeded expectations providing much needed new growth revenues to help bolster our budgetary needs. The new Groton Inn rose from the ground in a wonderful rebirth. We should look forward to it's opening in the late spring of 2018. The old central fire station construction continued on Station Ave. The repurposed structure will bring additional dining options to the center of Groton. The Four Corners Sewer project was installed using a MassWorks grant to pay for the entire installation. This system will be online in 2018. The additional sewer capacity provides the ability to stimulate economic development for this area. This fact is supported by the new commercial construction on the former site of the old Groton Jade restaurant. The Indian Hill Music Center commenced a huge construction project, the largest that Groton has ever seen. Groton can look forward to a top-notch music school and performing arts center slated for opening in 2020. The Friends of Prescott began their public education programming last fall. It was a great success with a terrific slate of course offerings. The public enjoyed and participated at a high level prompting a much more diverse list of course offerings for the spring 2018 semester. The largest Hindu Temple in the Northeast neared completion near the Littleton town line. It should open during 2018 as well. Be sure to learn about their faith and culture. Attend a service and welcome them to

Groton. The Golf Course/Pool aka Groton Country Club finally became self-sufficient. Great management coupled with membership and camp offerings enabled this pleasant change. A new ownership team has leased the restaurant. It is being renovated by the new tenant and will open in the spring of 2018 as a restaurant/pub. The same tenant will lease the function hall at the main building too. Our Senior Center Feasibility Community continued working, engaging an architect to design the final construction plans. The costs for construction went out to bid and will be voted upon during the spring ATM and at the ballot in May of 2018.

Our town is blessed with excellent and dedicated employees. We are very lucky to have each and every one of them providing us top notch service. When you see one of them please let them know that you appreciate the hard work they provide us all. A little thank you goes a long way.

Finally, we are all one community living together. We all have differences in religion, politics and skin color. We must look past our differences and seek out the commonality in each other to make Groton an open and welcoming place to call home for one and all.

Josh Degen
Chairman Groton Board of Selectmen



Presentation of Plaque for Betsy Sawyer – Pages of Peace

From Left to Right: Selectwoman Alison Manugian; Groton Dunstable Regional Student, Ella Hutchinson; Selectman Barry Pease; Groton Dunstable Regional Student, Michael Sucheki; Selectwoman Becky Pine; Anne Polaski, Pages for Peace; Selectman Jack Petropoulos; Selectman Josh Degen

BOARD OF ASSESSORS

Jonathan Greeno, Principal Assessor

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meetings as Posted

(978) 448-1127 Fax: (978) 448-1115

assessors@townofgroton.org

The Board of Assessors (BOA) are responsible for establishing the value of property for tax purposes. The assessors are responsible for the valuation of all taxable property Real and Personal. The assessors grant all statutory exceptions and all applications for the towns Senior Work off Program. They act on all abatement applications and also are responsible for defending all appeals made to the Appellate Tax Board (ATB). The Assessors administer all special assessments qualifying as classified within the farm and forest management programs (also known as Chapter 61/61A/61B). Assessments in Massachusetts are based upon full and fair cash value as of January 1st.

The assessor's office completed its interim year certification for FY2018. The Town of Groton's next certification as directed by the Department of Revenue will be by FY2022. Until FY2022 interim year certifications will be completed by the BOA.

Each property in town has a property record card (PRC) on file with all components that make up the valuation of the parcel, such as, land size; building characteristics; condition; quality; etc. The BOA recommends that each taxpayer obtain a copy of their individual PRC to ensure all information is accurate. The PRC's are available for no charge during regular business hours and also can be requested by email (assessors@townofgroton.org). PRC's are also available online, however, these PRC's are from a static database that is only updated once per year. For the most up to date record please obtain a PRC directly from the assessor's office.

The tax rate for FY2018 is \$18.67 per \$1000 of value.

During the next calendar year every parcel with a structure will be measured and the PRC updated for accuracy. Our database vendor Vision Government Solutions Inc. (VGSI) will be assisting the assessor's office with the task. This will ensure fair and equitable assessments.

Office hours continue to be Monday 8am to 7pm, Tuesday through Thursday 8am to 4pm and Friday 8am to 1pm. Office phone number is 978-448-1127.

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

Respectfully submitted,

Garrett Boles

Jenifer Evans

Donald R. Black

Office of the Assessors' Staff

Jonathan Greeno, Principal Assessor

Megan Foster, Assistant Assessor

MassDOR - Massachusetts Department of Revenue							
Division of Local Services							
LA4 Comparison Report for FY 2018							
Groton - 115							
Property Type	Description	Mix Use Parcel Count	FY 2017 Parcel Count	FY 2017 Assessed Value	Mix Use Parcel Count	FY 2018 Parcel Count	FY 2018 Assessed Value
101	Single Family		3,177	\$ 1,361,009,350.00		3,197	\$ 1,370,311,350.00
102	Condominiums		237	\$ 56,467,600.00		258	\$ 62,638,900.00
MISC 103,109	Miscellaneous Residential		32	\$ 12,235,600.00		32	\$ 12,007,700.00
104	Two - Family		132	\$ 49,837,300.00		135	\$ 51,200,700.00
105	Three - Family		12	\$ 5,115,500.00		12	\$ 4,958,500.00
111-125	Apartment		12	\$ 10,881,200.00		11	\$ 10,496,900.00
130-32,106	Vacant / Accessory Land		567	\$ 38,356,900.00		532	\$ 35,094,600.00
200-231	Open Space		0	\$ -		0	\$ -
300-393	Commercial		85	\$ 48,959,200.00		86	\$ 51,609,400.00
400-442	Industrial		15	\$ 13,449,700.00		15	\$ 13,449,700.00
450-452	Industrial Power Plant		0	\$ -		0	\$ -
CH 61 LAND	Forest	6	17	\$ 33,850.00	6	16	\$ 33,960.00
CH 61A LAND	Agriculture	1	26	\$ 679,720.00	1	25	\$ 687,920.00
CH 61B LAND	Recreational	0	3	\$ 329,300.00	0	6	\$ 354,390.00
012-043	Multi-use - Residential		36	\$ 23,733,867.00		35	\$ 22,945,644.00
012-043	Multi-use - Open Space		0	\$ -		0	\$ -
012-043	Multi-use - Commercial		0	\$ 10,153,807.00		0	\$ 9,770,309.00
012-043	Multi-use - Industrial		0	\$ 547,200.00		0	\$ 547,200.00
501	Individuals / Partnerships / Assoc / Trusts / LLC		35	\$ 1,490,710.00		33	\$ 1,559,570.00
502	Corporations		28	\$ 2,977,050.00		26	\$ 2,771,160.00
503	Manufacturing		1	\$ 60,030.00		1	\$ 60,030.00
504	Public Utilities		4	\$ 9,718,170.00		3	\$ 9,070,260.00
505	Centrally Valued Telephone		2	\$ 7,178,500.00		2	\$ 7,465,800.00
506	Centrally Valued Pipelines		0	\$ -		0	\$ -
508	Wireless Telephone		4	\$ 951,930.00		4	\$ 1,099,810.00
550-552	Electric Generating Plant		0	\$ -		0	\$ -
EXEMPT VALUE	Exempt Property		566	\$ 412,832,500.00		568	\$ 413,030,247.00
Total Class 1	TOTAL RESIDENTIAL		4,205	\$ 1,557,637,317.00		4,212	\$ 1,569,654,294.00
Total Class 2	TOTAL OPEN SPACE		0	\$ -		0	\$ -
Total Class 3	TOTAL COMMERCIAL		138	\$ 60,155,877.00		140	\$ 62,455,979.00
Total Class 4	TOTAL INDUSTRIAL		15	\$ 13,996,900.00		15	\$ 13,996,900.00
Total Class 5	TOTAL PERSONAL PROPERTY		74	\$ 22,376,390.00		69	\$ 22,026,630.00
Total Taxable	TOTAL REAL & PERSONAL		4,432	\$ 1,654,166,484.00		4,436	\$ 1,668,133,803.00

BOARD OF HEALTH

Robin Eibye, Interdepartmental Assistant

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meetings: 1st and 3rd Mondays of the Month

(978) 448-1120 Fax: 978-448-1113

health@townofgroton.org

The Board of Health serves 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. Often, the Board is tasked with balancing that which is best for the public health with property owner's rights.

During the calendar year 2017, the Board of Health reviewed/granted the following permits:

▪ Subsurface sewage disposal system	
○ New permits:	41
○ Upgrade permits:	37
○ Variances:	21
▪ Well	
○ Permits	18
○ Variances	5
▪ Tobacco control permits	9
▪ Trash hauler permits	5
▪ Stable licenses	24

On March 6, 2017, the Groton Board of Health adopted new Tobacco policies and raised the minimum legal sales age to twenty-one (21). These regulations went into effect on October 1, 2017. The Board and Nashoba Associated Boards of Health, in conjunction with the Massachusetts Department of Public Health, also sponsored a number of clinics for influenza vaccinations during 2017.

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 continued support throughout the year. The reality of supporting any Board of Health can be a challenging soft skill puzzle at times. The Board appreciates the effort and professionalism with which these efforts are undertaken.

Respectfully submitted,

Robert Fleischer, Chair
Susan Horowitz
Jason Weber

BOARD OF HEALTH
Nashoba Associated Board of Health
Ira Grossmam, Environmental Administrator
NABH Office Hours: Mon.-Fri. 8:00am-4:30pm
Groton Office Hours: Mon. 8:00am-9:00am, Wed. 11:00am-12:00pm
(978) 772-3335 Fax: (978) 772-4947
www.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 2014, 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)
- 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 2017, 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 126 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)

90

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

39

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 using an at-risk inspection method. 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.

Septic System Test Applications

54

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.

Septic System Lot Tests

189

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.

Septic System Plan Applications

57

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.

Septic System Plan Reviews

84

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.

Septic System Permit Applications (new lots)

41

Septic System Permit Applications (upgrades)

37

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Inspections

60

Nashoba Sanitarian is called to construction sites at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations

24

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits

18

Water Quality/Well Consultations

36

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.

Rabies Clinics - Animals Immunized

13

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

Nashoba Nursing Service & Hospice

Nursing Visits

2558

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

361

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

Rehabilitative Therapy Visit

1222

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

11

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

Hospice Volunteer and Spiritual Care Visits

121

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

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

- Nashoba conducted 12 public clinics/programs in your community; those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions.
- Our staff conducted 10 health promotion/well-being visits in your communities.
- We administered 174 flu shots through our annual clinics.
- Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Number of Communicable Disease cases:

Investigated	77
Confirmed	38

Communicable Disease Number of Cases

• Anaplasmosis	12
• Babesiosis	1
• Campylobacter	2
• Giardia	1
• Hepatitis C	1
• Influenza	17
• Lyme Disease	1
• Shiga toxin	1
• Streptococcus pneumoniae	1
• Yersinosis	1

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	292
Students Participating	175
Referred to Dentist	16

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	9
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COMMISSIONERS OF TRUST FUNDS

Karen Tuomi, Executive Director

Meetings by Appointment

(978) 877-6787

trustfunds@townofgroton.org

TRUST FUND	7/1/16	6/30/17	Fiscal Year
	Balance	Balance	Disbursements
BARR EYE	\$4,196	\$4,437	\$0
MARIA BELITSKY SCHOLARSHIP	\$20,400	\$21,389	\$0
PETER BERTOZZI SCHOLARSHIP	\$172,869	\$176,700	\$4,293
BLOOD CEMETERY	\$5,852	\$5,987	\$0
BUTLER SCHOOL REUNION	\$18,516	\$18,883	\$764
CHAMPNEY CEMETERY	\$3,712	\$3,827	\$0
DALRYMPLE EYE	\$35,773	\$37,777	\$0
GANSER/VAN HOOGEN	\$92,857	\$92,902	\$1,500
GREEN CHARITY	\$971,849	\$1,026,190	\$8,082
GROTON COMMONS	\$14,617	\$15,565	\$0
LAWRENCE LIBRARY	\$64,331	\$68,988	\$0
LECTURE	\$5,005,658	\$5,368,791	\$65,249
LIBRARY BOOK	\$211,774	\$227,767	\$0
JOHN ROBBINS LIBRARY	\$3,564,961	\$3,786,346	\$73,347
JOHN ROBBINS SCHOLARSHIP	\$21,855	\$23,411	\$0
ROBERTSON/ONNERS	\$50,339	\$51,931	\$0
MARY SAWYER	\$6,408	\$6,887	\$0
SHEPLEY CHARITY	\$630,097	\$669,142	\$8,320
SHEPLEY FOUNTAIN	\$6,302	\$6,462	\$100
SPAULDING	\$1,375	\$1,470	\$0
PETER TWOMEY SCHOLARSHIP	\$43,795	\$42,951	\$2,000
WATERS VOCATIONAL EDUCATION	\$6,432,135	\$6,806,210	\$172,971
TOTAL	\$17,379,671	\$18,464,013	\$336,626

Trust fund balances consist of two categories, Non-Expendable (Principal) and Expendable (Accumulated Earnings). Only the Expendable portion may be disbursed. The total balance of \$18,464,013 consists of \$14,988,588 which is Non-Expendable and \$3,475,425 is Expendable.

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

COMMISSIONERS OF TRUST FUNDS

Maria Belitsky Trust and Scholarship Fund

The Maria Belitsky Trust and Scholarship Fund was established by the Belitsky family to honor their wife and mother and promote an interest in horticulture and environmental studies. The 2017 recipients of the Maria Belitsky Scholarship are Sarah Latario and Connor Griffiths.

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 2017 recipients of the Peter E. Bertozzi Scholarship were Ian Peterson and Nick Poitras.

Blood-Bigelow-Shepley-Ames Free Lecture Fund

The Lecture Fund received 82 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 at the either full or partial funding.

Community Children's Fund

The Community Children's Fund continued to work year-round. Along with the 11 families and 27 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 and 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 2017 recipients were Regina Beausoleil and Ashley Wickfield.

Peter M. Twomey Memorial Scholarship Trust Fund

The recipients of this Trust Fund are chosen based on an essay they write responding 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 2017 recipients of this award were Mallory Cain and Adam Scott.

Frank F. Waters Vocational Education Scholarship Trust Fund

Sixteen students received scholarships of \$4500 toward their first year at a vocational education institution, eleven applicants were granted an award of \$3500 toward their second year and three adults were granted awards. The Groton-Dunstable Regional High School was also granted a request for Google Chromebooks and mobile cart.

Respectfully submitted,

Thomas Hartnett, Commissioner
Joseph Twomey, Commissioner
Leslie Wickfield, Commissioner

ELECTRIC LIGHT DEPARTMENT

Kevin Kelly, Manager

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meeting 2nd Monday 7:30pm

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

commission@grotonelectric.org www.grotonelectric.org



The Groton Electric Light Department turned one hundred and eight years old and we're heading toward a positive future for the ratepayers of Groton.

GELD ratepayers received a “bonus” on their August 2017 bill because the Seabrook Project 6 bonds were reduced to a level that allowed for the release of GELD’s security deposit. The Board voted to disburse the funds as a \$200,000 one-time credit on ratepayer bills, \$100,000 for substation investment, and \$50,000 each to long-term liabilities and cash. Revenues were down 3.4% and kWh sales were down 1.79% in 2017. Below is a summary of our 2017 operations. Our complete report, including audited financial statements, will be available for the annual spring Town Meeting.

Operations

GELD’s major capital project for 2017 was the upgrade of our substation on Lowell Road. We purchased the high side of the substation from National Grid and replaced antiquated equipment with new state-of the art equipment. We are also replacing old AMI meters as they fail – the technology has been improving since we first began installation in 2005. We continue to trim trees aggressively and to replace old poles and equipment as needed. Maintaining our equipment is important to ensuring long-term reliability for our customers.

Power Supply

At the start of 2017 GELD faced high energy prices in the winter months caused by natural gas supply constraints. However, because of a \$130,000 withdrawal from our reserves and a Power Purchase Cost Adjustment which was added to the bills in February and March, GELD was able to cover the higher energy costs. The management team closely monitors the power markets to ensure the best hedging strategy possible. The Berkshire Wind Power Project had its sixth full year of operation producing power at 37.7% of its capacity. GELD’s 2.3-megawatt solar farm on the closed town landfill on Cow Pond Brook Road is producing approximately 25% of GELD’s needs in the spring and fall and operated at a capacity of 17.2% for 2017. The wind project in Hancock, Maine became operational in December 2016 and produced power at 30.9% of capacity in its first full year of operation. Investing in Wind and Solar energy projects helps in many ways - to lower our carbon footprint; to diversify GELD’s power supply portfolio; and to reduce our reliance on fossil fuels.

Rates

Two new rates were approved and added in 2017 - the MD (Municipal Demand) and EV (Electric Vehicle) rates were designed to benefit both customers and GELD. A Power Cost Adjustment was added as a line item on the bills in February and March 2017 to help Groton Electric to recoup the increased generation costs associated with high natural gas prices in the winter. We continue to offer an approximate 10% discount to customers who pay their bill by the 12th of the month and doubled the discount to celebrate the holidays for the bill received December 1. We ended 2017 with the eighth lowest rates out of 42 Massachusetts utilities for the 12-month average 750 kWh electric user; the two investor-owned utilities that service the surrounding towns, National Grid and Unitil, have rates that are 81.5% & 100.4% higher than Groton Electric respectively.

Thank you to the Groton ratepayers for their loyalty and support of Groton’s locally owned and operated Light Department; and, thank you to GELD employees for their continued hard work and dedication!

Respectfully submitted,

Kevin P. Kelly, Manager
Bruce Easom, Member

Kevin J. Lindemer, Chairman
Rodney R. Hersh, Clerk

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

Dr. Laura Chesson, Superintendent of Schools

School Committee Meetings ~ 1st & 3rd Wednesday of the month at 7:00pm

Groton-Dunstable Regional High School Library

Superintendent's Office

Submitted by Dr. Laura Chesson, Superintendent of Schools

It is with great pride and pleasure that I present the Groton-Dunstable Regional School District's end of year report. As the newly appointed superintendent of schools, I am so grateful to have the opportunity to work in such an amazing district. Our students, staff, parents, elected officials, and community members have welcomed me into the Groton-Dunstable community and I look forward to helping to scale and optimize the best practices in the district so we can meet our district vision, which follows.

Guiding students to learn today, lead tomorrow, and reach the world

- Embrace a growth mindset. In our district, talents and abilities develop through effort, purposeful teaching, and persistence. Our students become curious, engaged learners ready to become positive contributors to local and global communities.
- Eliminate in-equities for all students. Our students are an active part of the design and delivery of their own education so they become self-directed, creative problem solvers. Our universally designed, tiered instructional model meets the needs of all students, is based on a comprehensive standards-based curriculum and assessed by authentic tasks.
- Broaden the meaning of success. We have an expansive definition of student success that encompasses academic achievement, integrated arts, athletics, as well as social, emotional, and behavioral learning.
- Create environments for innovation. Our schools provide interactive, inclusive environments that enhance student success through design, technology, creative spaces, and collaboration.

Throughout the summer, we utilized data to create a district improvement plan that will bring us closer to realizing our vision. If you have any questions about our overachieving goals, don't hesitate to contact me.

Community Outreach and Communication

The Groton-Dunstable Public Schools and its school committee will enhance its partnership with the entire communities of both towns, including town leadership, to enrich the education of its students. The District and the committee will establish reciprocal communication that is varied, accessible and understandable, and that unites all citizens around the belief that high quality public education is a community's most valuable asset.

Strategic Action Plans

- Establish plans for specific outreach between the school system and the organizations of both communities such as Council on Aging, veterans organizations, and other non-profit groups.
- Establish protocols and policies for easy to understand mechanisms for public comments, questions, and concerns to be brought forth before the school committee. These mechanisms will include a feeder system for referral of such comments, questions, and concerns to the appropriate sub-committee.
- Establish formalized communication plan which includes regular digital, print, and in-person formats.

Student Performance

The Groton-Dunstable Public Schools will provide, supported by a continuous cycle of improvement, an engaging, innovative, rigorous, and individualized system of teaching and learning that provides all

students with the knowledge and skills necessary for college, career and global citizenship in the 21st century while integrating social, emotional, and wellness support.

Strategic Action Plans

- Establish a formalized and regular systematic collection and analysis of student metrics including performance on standardized tests such as MCAS, SAT, ACT, and AP exams; local formalized assessments in foundational benchmark data in areas such as reading, writing, and mathematics at grades Pre-K through 8; appropriate indicators in the area of social, emotional and behavioral well-being such as attendance, discipline, and counseling referrals; and impact of intervention and enrichment programs.
- Select appropriate comparison districts in order to monitor performance of above metrics of these districts versus the performance of Groton-Dunstable on the same.
- Establish a formalized and regularly scheduled protocol to evaluate the depth of intervention and impact of Universal Design for Learning.
- Examine curricular offerings to identify areas of potential innovation in order to increase student learning and application of transferable skills (i.e. problem-solving, technical expertise, data analysis, oral and written communication) and expansion of content knowledge in areas of STEAM. Instruction to be delivered in a hands-on, inquiry-based environment.

Resources, Infrastructure, and Educational Environment

The Groton-Dunstable Public Schools will provide its students with a cost-effective education that maximizes effective and efficient use of taxpayer dollars, while communicating regarding these efforts in a public and transparent manner. Educational environment will be based on best-practices, academic research, and rigorous self-evaluation to provide students and staff the resources, materials, and infrastructure required for optimum teaching and learning.

Strategic Action Plans

- Provide timely and accurate data to support financial decision-making to leadership of both towns.
- Complete external audits of space utilization, financial management, curriculum, scheduling, and resource allocation including staffing to be conducted by two outside organizations - Abrahams and DMG.
- Identify potential revenue generating programs such as community partnerships, expansion of community education programs, and other opportunities which are aligned with the school committee policies around such efforts.
- Provide return-on-investment information for all major intervention, enrichment, and educational innovations to school committee and public.
- Establish monthly reporting on capital and technology plan items regarding actual vs. plan financial expenditures and project completion.

Curriculum, Instruction, and Assessment

Submitted by Dr. Katie Novak, Assistant Superintendent

GDRSD is committed to continuing to build our Multi-Tiered System of Supports (MTSS). MTSS is a framework that provides academic and non-academic (social/emotional and behavioral) supports to students within a comprehensive system that highlights the importance of universally-designed curriculum, instruction, and assessments, strong leadership, and an integrated, sustainable strategy. This model, which encompasses both the Universal Design for Learning (UDL) framework and Positive System of Behavioral Supports (PBIS) includes three tiers, or levels, to ensure that all students receive high quality instruction in a safe and supportive learning environment where behavioral expectations are explicitly taught.

What are the Three Tiers of MTSS?

Tier 1: All students in Tier 1 receive high quality, scientifically based, and universally designed instruction in both academics and social-emotional learning, with embedded options to meet the needs of both struggling and accelerated learners. Data is used to identify struggling learners who need additional support in Tier 2.

Tier 2: Based on assessment data, students who are not meeting grade level benchmarks or expectations and for whom Tier 1 interventions are not supportive enough will receive Tier 2 interventions in addition to Tier 1 instruction. Tier 2 interventions can be provided by the classroom teacher or specialized staff. Tier 2 consists of small-group instruction, and it involves a clearly articulated interventions implemented with fidelity. According to this definition, Tier 2 is meant to provide a limited, but targeted, support system for students with the idea that in doing so, students will be successful in the Tier 1 program.

Tier 3: Compared to Tier 2, Tier 3 is more explicit, focuses on remediation of academic and/or social-emotional skills, is provided for a longer duration of time (both in overall length of intervention and regularly scheduled minutes of instructional time), and occurs in smaller groups. This often includes specialized programs (ex: Wilson reading, individual or small group counseling).

Data Analysis

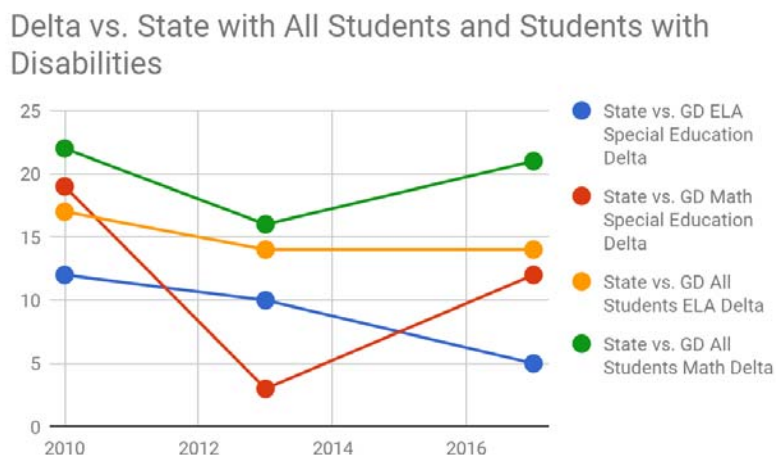
In spring 2017, Groton-Dunstable students in grades 3-8 took the next generation MCAS, called Next-Gen MCAS. The test received a large overhaul because the legacy test was not designed to measure readiness for success in college or a career after high school. In fact, more than a third of the state's public school graduates who attended Massachusetts public colleges or universities were placed in remedial courses, so the Next-Gen MCAS is a more rigorous test that measures the learning progressions in mathematics, text complexity and the interplay of reading and writing, and the academic expectations of higher-education institutions and employers.

Because the Next-Gen MCAS is a reformatted test, the scores are not comparable to prior tests so comparing previous scores to the new test was not possible. Instead, the district used relative ranking in the state as a means to compare growth. Through this analysis, we crafted a data story that examined the district's performance from 2010, when MCAS scores were at their peak, to our relative ranking using the 2017 Next-Gen MCAS scores. Of particular note was a significant drop in relative ranking and achievement in 2013, the year after significant cuts to staffing, curriculum leadership, and professional development and the adoption of college and career ready standards. We continue to make growth since the significant drop in 2013 and will continue to do so through strategic planning and high quality curriculum leadership and professional development.

In mathematics, in spring 2010, before any cuts, we had relative ranking of 26/350 districts in the state (93rd percentile). In 2013, after two years of little to no curriculum leadership and the adoption of the Common Core, scores were at an all time low. After those cuts and adoption of Common Core, the district's spring 2013 scores dropped us to a relative ranking of 90/350 (75th percentile). In math, we have climbed back to scores similar to 2010 through the adoption of Eureka, strong Tier I instruction and strong curriculum leadership. On the spring 2017 Next-Gen MCAS, our scores again placed us at a relative ranking, 40/350 (89th percentile).

In English/language arts, in 2010, before any cuts, GD had a relative ranking of 53/350 (85th percentile). After those cuts and the adoption of the Common Core, the district's spring 2013 relative ranking dropped to 98/350 (72nd percentile). In spring 2017, our scores in ELA, when considering students who meet or exceed standards on the Next-Gen MCAS, gave us a relative ranking of 83/350 (77th percentile). When we further analyzed these scores, it was clear that we continue to have a significant gap between all students and our students with disabilities in ELA. The chart below depicts the difference between the state average and the Groton-Dunstable cohort.

As an example, in 2010, our students with disabilities (the blue line) scored 12 points higher than the state average for students with disabilities. In 2013, they fell to 10 points above the state average for students with disabilities. In 2017, the relative delta continued to decline and on the Next-Gen MCAS, and they scored only 4 points above the state average for students with disabilities. In comparison, in math, the same students made significant gains (the red line) from 2013-2017 because of district investment in curriculum leadership, a high quality curriculum (Eureka) and Tier II interventions. Our ELA scores continue to be an area of concern so we will be exploring standards-based curriculum programs in reading, writing, and phonics and more intensive, specialized Tier II and Tier III support.



From this narrative, it's clear that when we invest in high quality curriculum leadership and curriculum materials, we see very strong results and that is where we need to focus our investments. In order to continue to increase our achievement, our focus of 2018 will be to continue to explore cost-effective ways to provide more curriculum leadership and embedded professional development.

Human Resources

Submitted by Justin Williams, Assistant Director of Business and Human Resources

The Human Resources department at the Groton-Dunstable Regional School District is responsible for recruiting, screening, hiring, and onboarding all new district employees. Many of these employees are hired for positions left vacant by resignations and retirements, so in addition to onboarding new staff, the office completes exit procedures for former colleagues.

New administrative hires in 2017 included Superintendent of Schools, Dr. Laura Chesson; Director of Extended Day and Community Services, Stasia Twomey; Assistant Director of Business and Human Resources, Justin Williams; Middle School Assistant Principal, Terence Sheehan; Elementary School Assistant Principal, Melissa Wallace; and Elementary Special Education Team Chair, Kate Markowitz. In addition to new members of the administrative team, we welcomed 25 Unit A staff members, 8 paraeducators, 2 cafeteria staff, 1 administrative assistant and 2 custodians. Additional new hires also included a network technician, district accountant and an assistant to the Director of Business and Finance.

Furthermore, the department manages all benefits for both current employees and retirees as well as the licensure and evaluation for all Unit A staff members. Our department collaborates closely with our Unit A Educator Evaluation Working Group to make important decisions about the educator evaluation process with a focus on creating a culture of continuous improvement and mastery-oriented feedback.

Business Department

Submitted by Michael Knight, Director of Business and Finance

The FY17 budget year ended favorably for the district finishing under budget and allowing us to continue to replenish E&D back towards a healthy level. Although we have not certified the E&D Amount initial projections looks like they would almost be at a healthy level.

The business and finance department had a busy year putting forth an FY18 budget that looked at all of our accounts and staffing to address the needs of the district by seeking out ways to be more efficient. We continued our efforts working with outside consultants to evaluate our operations in the hopes of finding additional efficiencies. The official report from the consultants recommended that we look to more effectively use district owned building space by relocating our administrative offices and that we explore options for cost cutting in the custodial, food service, and transportation services. As part of our budget process for FY19 we are exploring our options for cost cutting and looking to redirect savings to address the educational needs of the district.

The business office saw many new faces in 2017. Our accountant of 16+ years retired, our payroll coordinator found a new position, we hired a new assistant director of business and HR as well as a new assistant to the director of business and finance. The new team members bring a wealth of experience to these positions and we are excited to have them fill the big shoes left behind by our previous team.

The Business office continues to look to the future and in 2017 we saw our first capital plan in a number of years approved. This will help the district and each member town to look at the areas of greatest need with our facilities and technology, and continue to plan for the most effective funding of these needs. Additionally, the business office is exploring grants and other funding mechanisms to level out and help cover some of these capital costs to minimize the impact on the budget of both member towns.

Pupil Personnel Services

Submitted by Jill Greene, Director of Pupil Personnel Services

The Department of Pupil Personnel Services coordinates Special Education, Guidance, Section 504, Nursing Services, and the district's responsibilities under the McKinney-Vento Homeless Education Act. Given the district's responsibilities for providing specialized transportation to special education and homeless students, the Department of Pupil Personnel Services also oversees the coordination of all special transportation services. Additionally, the Department of Pupil Personnel Services staff support all district-wide and school-based initiatives essential to meeting the needs of all students.

The Groton-Dunstable Regional School District provides a constellation of support services for students throughout the district. The district is fortunate to have talented and dedicated educators that strive to improve their practices in educating diverse learners ages 3 through 22. GDRSD is continuing to assess and develop programming to accommodate the individual needs of all students.

Since the inception of Massachusetts Special Education Law Chapter 766, the GDRSD has served the special education needs of students with disabilities by providing supports and services in a variety of settings. GDRSD is committed to providing a continuum of special education supports and services across the district and within each school. All students receiving special education have an Individualized Education Program (IEP) specifically developed for them by a designated IEP team. Since "one size does not fit all" we offer a continuum of services including highly specialized in-district programming. We work to provide programming that will allow students to learn in their neighborhood school where they can grow and become productive members of their community.

The district offers a variety of in-district programs to students eligible for special education services. Our programs offer a structured environment with predictable routines, highly specialized individual and

small group instruction; and curriculum that allows students to experience success as they learn and develop at their own rate.

The district annually receives funding from four Federal Special Education grants: Special Education Entitlement Grant (240), Special Education Early Childhood Entitlement Grant (262), and specifically for professional development, the Special Education Program Improvement Grant (274) and the Special Education Early Childhood Program Improvement Grant (298). These grants fund multiple paraprofessionals, one administrative assistant, multiple contract service providers, specialized instructional materials, and high-level professional development.

Technology Department

Submitted by Mr. Luke Callahan, M.Ed., Director of Educational Technology

This past year has been exciting for the Educational Technology Department as we continue to work through the completion of the 5-year Strategic Technology Plan and supporting and infusing the curriculum with technology. We continue to support and properly budget for the maintenance and replacement of classroom technologies including more than 2,350 computer devices and over 150 projectors, as well as the necessary infrastructure behind the scenes that support connections to our local network and the Internet. We want students to use technology to construct and demonstrate their learning of curriculum content and to interact with the world in ways that go beyond pen-and-paper. Our department continuously strives to meet this ideal.

As requested in the FY17 Needs Assessment, the department added a 1.0 FTE Network Technician, allowing for a more robust support system with faster responses to technology related requests. This additional 1.0 FTE added during the FY18 fiscal year allowed the department to return staffing to the FY14 level.

In conjunction with 50% reimbursements from the Schools and Libraries Program of the Universal Service Fund, the Groton-Dunstable Regional High School received much needed infrastructure updates, which were outlined in our 5-year Strategic Technology Plan. This included the following:

- 10-Gbps fiber connections between data closets were installed
- (85) Wireless access points were upgraded to the new, 802.11ac standard
- Data closets were upgraded with ports capable of 1 Gbps, up from 100 Mbps
- Working with our local Internet Service Provider (ISP), bandwidth speeds were increased from 500 Mbps to 940 Mbps

In order to support our District's growing curriculum initiatives and adhere to our adopted replacement cycle, this past year over 800 Chromebooks, 20 teacher laptops and the high school photography lab were replaced. We also completed the second and final phase of a high quality, professional installed projector in each classroom at Boutwell Early Childhood Center, Swallow Union, and Florence Roche.

After a review of existing policies needed to support flexible, anytime, anywhere learning and the use of technology, School Committee Policy titled, Digital Media Publication (IJNDC), received a needed update to better align with Access to Digital Resources (IJND) and our Empowered use Policy (IJNDB). These policies are available the School Committee Policies webpage of gdrsd.org.

Extended Day and Community Services

Submitted by Ms. Stasia Twomey, Director

The Peter Twomey Youth Center (PTYC) is the base for district extended day programs (Florence Roche/Swallow Union/Middle School North/South) and community education programs (adult and children's enrichment). PTYC staff coordinate district security and scheduling for all district facilities

including the Performing Arts Center, the Black Box Theater, classrooms, gyms and fields. The PTYC is self-supported and funded by tuitions, community donations and fundraisers. It is located on the main district campus in Groton.

This year, the Extended Day Program continues to see an increase in registrations with over 250 students attending all of the program sites. Extended Day provides students in the district before-school care from 7am to 9am and after-school care from 2:30pm to 6pm on full school days and offers extended hours on half days and vacation days. The Extended Day Program also offers a Summer Camp during the month of August. The Extended Day program provides safe, nurturing, supervised care along with homework support, age appropriate activities and peer socialization.

Community Education continues to offer residents in our area fun and informative adult classes ranging from pilates to ballroom dance to a variety of courses that provide certification. At the middle school level, Community Education was very proud to sponsor the middle school play, The Little Mermaid, Jr. Over 60 middle school students rehearsed several times a week to bring this play to family and friends. We are also offering several new classes for middle school and elementary students including Minecraft, Makerspace and Cubelets! These along with old favorites like flag football and chess club help give our students many options for after school and weekend fun.

The Community Education Department has expanded its staff with the hiring of Amanda Huntington, Assistant to the Director. Amanda has taken on the role of expanding course offerings based on community interest. As we continue to look for a variety of ways to expand our programming, community input is encouraged and welcomed. Find us on the Groton-Dunstable Community Education Facebook page for updates, course offerings and to share your ideas!

All of our facilities continue to be utilized after school and on weekends by residents of Groton and Dunstable. Meetings, sporting events, practices, dance recitals and concerts are just some of the community events that are being scheduled on a daily basis.

Groton-Dunstable Regional High School **Submitted by Mr. Michael Woodlock, Principal**

Groton-Dunstable Regional High School continues to achieve academic results consistent with the best high schools in the state. This year we continued to grow and remained among the best in standardized testing including MCAS, Advanced Placement, ACT and SAT scores. This is only a glimpse into our successes realized each day here. Our students contribute so much more than test scores. High levels of achievement in the arts, public service and athletics have also been highlights of 2017.

Photo by Jeff Demers



During the past year we have seen great strides in developing a more positive environment at GD. With the help of school and community members we developed our new core values of perseverance, integrity, balance and respect. We are working to integrate these traits into all that we do.

We continue to focus on creating stronger ties with our community and developing a global perspective in our students. Added to the curriculum this year is a Service Learning class. In this course students will create a self-directed project focused on creating a greater awareness of an important social issue or pairing directly with a non-profit organization to provide assistance in some way. As part of our 2016-2017 goals we also have organized multiple opportunities for our students to engage in service based

opportunities through the school. In addition to our base of community volunteerism, students have the opportunity to take part in service travel opportunities this school year and next. In February, a group of students will travel to Casco, Maine where they will work at Camp Sunshine. In November, a group of students will travel to Give Kids the World Village in Kissimmee, Florida. Both of these organizations cater to families with children suffering from life-threatening illnesses. We are investing time this year in the creation of a Global Scholars Program. Through this program we will provide opportunities for students to be recognized for their efforts in promoting a better understanding of the world, different cultures and their role in all of it. As part of our Global Scholars initiative we are pleased to, once again, partner with Friedrich-Ebert-Schule in Pfungstadt, Germany as part of a student exchange program.

We continue to strive for the most inclusive environment possible within our school. This year, as a district and in our school, we are focusing on our co-teaching model. With a committee of special education and subject specific teachers we are meeting regularly to examine our co-teaching practice and look for opportunities for improvement.

On behalf of all of the GDRHS staff, we would like to thank the community members of both towns for their support and for allowing us to be a part of their children's academic and personal growth.

Groton-Dunstable Regional Middle School
Submitted by Mr. James Lin, Principal

Groton-Dunstable Regional Middle School experienced a year of growth and many successes during the 2016-17 school year. This year GDRMS staff continues to work toward creating high quality academic programs to meet the needs of all students. Students from all four grade levels made gains in their MCAS performances in the subjects of math and ELA. Based on the MCAS Student Percentile Growth data, middle school students overall made moderate growth in both subject areas. We are also encouraged to find that close to half of the students who were receiving Tier II reading services met benchmark and exited the program during or at the end of the 16-17 school year.

The Middle School staff also made a lot of progress toward improving their teaching practices. Sixty-two percent of the teaching staff have taken or are currently taking the district's Universal Design for Learning (UDL) course. Close to sixty percent of the staff members who were scheduled to set professional goals at the start of last school year created goals that incorporated UDL principles into their practices.

In the spring of last school year, GDRMS was recognized by Common Sense, the national nonprofit organization dedicated to helping kids and families thrive in a world of digital media and technology, as a "Common Sense Certified School" in the area of Digital Citizenship. Throughout the 16-17 school year, GDRMS used Common Sense Education's innovative and research-based digital citizenship resources, which were created in collaboration with Dr. Howard Gardner of the GoodPlay Project at the Harvard Graduate School of Education. The resources teach students, educators, and parents tangible skills related to Internet safety, protecting online reputations and personal privacy, managing online relationships, and respecting creative copyright. The free resources are currently used in more than 90,000 classrooms nationwide.

During the 16-17 school year middle school administrators along with the district leadership continued its work on PBIS (Positive Behavior Intervention and Support). Under the leadership of Ms. Ann Russo, Assistant Principal, the Middle School PBIS Committee (made up of staff members from all four grade levels and disciplines) finalized a set of school-wide behavioral expectations for the 17-18 school year. This set of school wide expectations were reviewed by the entire faculty, student representatives, as well as various parent groups.

In December, GDRMS students participated in the annual fundraiser called Project Mitten. Each grade level engaged in their own fundraising activities to raise money for Groton and Dunstable families who

are experiencing financial hardship during the holiday season. The funds that were raised were also used to benefit local summer, athletic, and after school programs. Middle School students also engaged in other endeavors to benefit local communities. School Student Council members worked hard to raise money to support disaster victims and collected nonperishable foods to benefit local food pantries.

During last school year, the Middle School started a Diversity Club to increase awareness and promote acceptance of the diversity that exists in our community. With the support of GDEF, the club culminated the school year by collaborating with Family Diversity Project and brought in an award-winning, museum quality photo-text exhibit to our school. The exhibit depicted various types of families that exists in our world with the goal of helping eliminate prejudice, stereotyping, bullying, and harassment.

GDRMS administration and faculty will continue to work to help our students develop academically, socially, and emotionally. We are looking forward to collaborating with the Groton and Dunstable communities in these endeavors.

Florence Roche

Submitted by Ms. Liz Garden, Principal

During 2017, Florence Roche Elementary School has continued to grow and change, while always working to develop well-rounded learners. Our staff has been continuing to grow professionally in the areas of curriculum and instruction. We completed our first year of the Lucy Calkin's Units of Study for writing. Similar to when we revamped Reader's Workshop a few years ago, we are focusing on every classroom following the template of a mini-lesson, independent writing, conferring and sharing.

During 2017, we continued to focus on the specialized instruction we provide for students who require intervention and/or special education, as well as our growing English learner population. We have been utilizing some specific curriculum programs that can be incorporated in this model, have been integrating technology in the room, and continue to provide reverse inclusion activities where students are engaged with their peers. We have expanded our co-teaching model to include one 2nd grade classroom, one 3rd grade classroom, and now two 4th grade classrooms. This year, we have adjusted the master schedule in order to add in an intervention/enrichment block for each grade level. This block of time, called the W.I.N. block (What I Need), is a time where no new instruction happens. Teachers are able to reteach when needed or provide enrichment for groups of students. We have been using this year to try out different ways of utilizing this block of time.

We added some new positions to our building in 2017. We now have a full-time adjustment counselor. To better meet the social emotional needs of our students, the adjustment counselor collaborates with our guidance counselor in our 'social emotional zone.' We have also added a full-time library/media specialist. This teacher works with our library paraprofessional in the library and also provides instruction in our new MakerSpace, which replaced the computer lab.

Florence Roche has three goals as part of the school improvement plan. One goal focuses on our continuing work related to PBIS - Positive Behavior Intervention Supports. We developed an action plan last year, and have begun implementing different components with a focus on reducing negative office referrals and increasing positive office referrals. A second goal is a continuation of our writing goal from last year. We are in our second year of implementing Writer's Workshop and collecting data to see growth in students' writing skills. Our third goal has to do with the W.I.N. block and creating an intervention/enrichment period at each grade level.

Our Florence Roche student council and faculty sponsors have been instrumental in helping to promote the importance of community service and giving back. At the end of last school year, the PTA brought an amazing assembly to us called 'Think Kindness.' This year, the school council is working with 'Think Kindness' and serving as our Kindness Crew.

We would like to express our gratitude to the communities of Groton and Dunstable for supporting our efforts in shaping our children's future.

Swallow Union

Submitted by Mr. Peter Myerson, Principal

Swallow Union 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 grades K-4 and educate 290 students.

In 2017, our staff of well trained professionals continued to be eager to learn new teaching strategies to enhance their daily instruction. We are proud of the many accomplishments throughout our 2017 school year. They include a continued commitment to enhance our Reader's and Writer's Workshop model, promoting our new math program, Eureka, and our ongoing communication with parents and school community. In addition, we continued teaching and carrying out the importance of community service through our food, present, and clothing drives. Lastly, we are very proud of our students' accomplishment on the new MCAS Assessment. All of our students demonstrated a great effort on this assessment.

Currently, we have developed a School Improvement Plan, which focuses on three 1-year goals. Our first goal is to fully implement the "Units Of Study For Writing" in all our classrooms. Our second goal is to incorporate a daily WIN (Whatever I Need) block into our daily schedule. Lastly, we will fully establish a PBIS (Positive Behavior Interventions and Support System.)

Boutwell Early Childhood Center

Submitted by Jill Greene, Pupil Personnel Services Director

The Boutwell Early Childhood Center provides an integrated, language based early childhood education program that offers stimulating programming for children aged 3-5. Highlights from this past year include the Boutwell team expanding the school-wide implementation of the Positive Behavioral Intervention System (PBIS) Pyramid Model to promote the social, emotional and behavior development of our preschool students and the implementation of Al Pal's curriculum to develop the students' self-regulation, problem-solving and decision making skills.

At the start of the 2017-2018 school year, we were pleased to welcome a Special Education Teacher to our team so we now have an increased capacity to meet the needs of all students. At the end of 2017, we also welcomed an Interim Early Childhood Coordinator after the departure of our long-time Early Childhood Director. Our Interim Coordinator will support us until we transition to a new Coordinator for the start of the 2018-2019 school year.

Looking forward, our goals for 2018 are designed to support continued program development during this time of transition in leadership at Boutwell:

- Further develop PBIS initiative through continued professional development and refinement of practices
- Refine IEP development, assessment/progress monitoring, curriculum, and instructional practices
- Align school environment and practices with Early Childhood standards including the soon to be released revised Guidelines for Preschool and Kindergarten Learning Experiences.

GROTON PUBLIC LIBRARY

Vanessa Abraham, Director

Hours: Tue-Thu 10am-9pm • Fri 10am-6pm • Sat 10am-5pm • Sun 1pm-5pm (Jan-Apr) • Mon Closed

Trustees Meeting Held Monthly on the 2nd Tuesday at 7 pm • gpl.org • info@gpl.org

Main: 978-448-1167 • Children's: 978-448-1168 • Reference: 978-448-8000 • Fax: 978-448-1169

2017 HIGHLIGHTS

- **NEW TEEN AREA:** We created a new teen space on the top floor which opened on Dec. 27! Funded by the John H. Robbins Library Trust through the Commissioners of Trust Funds.
- **NEW SYSTEM:** We migrated to a new system in May with the Merrimack Valley Library Consortium (MVLC), and now offer a much-improved and enhanced online public catalog.
- **FALL SUNDAY HOURS:** The Town funded September to December Sunday hours for the first time. The increase in part-time staff cost was offset almost completely by a 1% reduction in materials spending.
- **WE'RE #1:** We ranked FIRST in the state for # of teens attending library programs FOR THE FIFTH YEAR IN A ROW!*
- **EVENT NUMBERS:** 10,512 people attended an unprecedented 720 programs!



Photo by Jeff Demers

NEW SERVICES

- **BookMyne App:** We now offer a mobile-friendly library catalog
- **Libby:** OverDrive's new app made it easier than ever to borrow library e-titles
- **Pay online** with a credit or debit card now available (\$\$ collected and disbursed by MVLC)
- **New Formats:** DVD Binge Boxes and Playaways (digital audiobook and player in one)
- **1,000 Books Before Kindergarten** initiative to promote the importance of early literacy

2017 DATA

- **103,748** people visited GPL
- **1,683** people visited on Friday, Sept. 29, 2017 - our 4th busiest day on record!
- **178,442** physical items borrowed
- **17,513** digital titles downloaded (e.g., books, audiobooks, music, video, comics)
- Databases searched **21,011** times (e.g., Ancestry, Boston Globe, Consumer Reports)
- Public computers used **6,399** times (not including **11,657** wi-fi connections)
- **6,515** general, reading, research, and technical assistance questions answered
- Meeting and study rooms bookings for programs & public use: **1,799**
- **\$14,928** collected (fines, printing, and copying) for the Town's General Fund
- **1,055** people participated in Summer Reading: 582 kids, 287 teens, and 186 adults
- Groton read and celebrated The Big Burn by Timothy Egan for Groton Reads

MISSION: GPL provides free access to collections, services, and programs that enrich the lives of all in our community. Library services are provided in a professional, friendly, and confidential environment that also promotes the joys and benefits of reading and lifelong learning.

Library Board of Trustees: David Zeiler (Chair), Mark Gerath (Vice-Chair), Kristen von Campe (Secretary), Jane Allen, Marilyn (Mimi) Dabritz, and Nancy Wilder. Email: gpltrustees@gpl.org

*Compared to all MA town libraries serving populations 10-15K

HOUSING AUTHORITY

Lisa Larrabee, Executive Director

Office Hours: Mon & Tues 8:00am – 12:30pm & Wed & Thurs 11:30am – 4:00pm

Meetings at 7:00pm (on 2nd Wednesday of every month) at 19 Lowell Road, Groton

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

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 regular meeting of the Commissioners held in July 2017, members were elected to the following positions: Deirdre Slavin-Mitchell, Chairman; Ellen Todd, Vice Chairman; Daniel Emerson, Treasurer; Leslie Colt, Asst. Treasurer; Brooks Lyman, Secretary. The Board meets on the second Wednesday of every month at 19 Lowell Road, 7pm.

Board member 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 through Thursday, 9:00 AM to 12:00 PM. Lisa may also be reached by calling 978-448-3962, or emailing to office@grotonha.org.

The Groton Senior Center Staff and Lisa Larrabee continue to work together to provide quality programs for the seniors of the Groton Housing Authority. The Groton Senior Center Staff also helps out our families on an as needed basis. The Groton Trust Funds has also been a huge help to both the Authority and to some tenants who have come upon financial hardships through job losses. The Groton Housing Authority is grateful to the Trust Funds for helping these tenants get caught up on rent.

The Groton Housing Authority has been approved by the Department of Housing and Community Development (DHCD) to work on two major upgrades to the property. The first upgrade was on our sewer pump pit. The Authority has had some major issues with the sewer pumps in the past few years, so this project was upgraded to a high priority by our Capital Planning System. The new sewer pump pit has been installed and is working great. The second upgrade we had been approved to do through our Capital Planning System is to hire an architect to do a feasibility study to possibly add an elevator to our senior building. We found that an elevator is indeed feasible to install in our building but currently do not have the funds to start this project. We are working on gathering letters from tenants, their families and outside sources to add to our upcoming capital planning session to hopefully convince DHCD to allot us emergency monies for this project. Our next big capital project we would like to do is to replace the roof on our elderly/handicapped building.

The Authority continues to work cooperatively with the Town on various affordable housing issues. 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,

Deirdre Slavin-Mitchell, Chairman
Daniel Emerson, Treasurer
Brooks Lyman, Secretary

Ellen Todd, Vice Chairman
Leslie Colt, Asst. Treasurer

PARK COMMISSION

Maureen Adema, Assistant

Meetings 2nd Wednesday of the Month, Legion Hall, 75 Hollis Street
(978) 448-1109; madema@townofgroton.org

The Groton Park Commission continues to maintain and schedule use for parks, commons, and playing fields under its jurisdiction. Residents are encouraged to visit and enjoy the diverse properties available for passive and active recreation in Groton. In addition to ball fields and commons, the Park Commission is either responsible for or shares responsibility for the following venues:

- Carol Wheeler Memorial Park
- Christine Hanson Memorial Playground
- Cutler Field Playground
- Hazel Grove/Groton Fairgrounds (managed by Hazel Grove Agricultural Association)
- Old Burying Ground (managed by Old Burying Ground Commission)
- Smith Social Pavilion



In 2017, The Park Commission worked with the CPC to install signs at the Cutler Basketball Court and the Town Field Basketball Court. CPC funds were utilized at these locations. The Park Commission worked with the Historic Districts Commission on the three projects in 2017. The projects were the Legion Hall Walkway, the Groton Baseball shed at Town Field and the removal of the existing stone wall and install of granite posts and wooden rails at Town Field.

The Park Commission would like to thank the 30 students who worked at the town fields ranking, painting, mulching and cleaning up as part of the 2017 Groton School Volunteer Day. Eagle Scout, Kyle Zimmer worked with the Park Commission on a project to provide solar powered lighting for the flags/flagpoles in Town. In addition to thanking Kyle for his work on the lighting for the flags/flagpoles, the Commission would like to thank him for the gift donation of \$500 he raised for future care and maintenance of the solar lighting units.

The Park Commission Capital Improvements achieved in 2017 consisted of Town Field dugout roofs repairs, Town Field post and rail fencing, acquisition of defibrillators for fields, replacement basketball rims and nets (Gift Fund - Groton Youth Basketball) and acquisition of aerator. In December, the Park Commission approved the Commemorations and Celebrations Committee Christmas Tree Bonfire at Town Field and granted a field use permit for the event.

The Park Commission relies upon and greatly appreciates the Department of Public Work's care of the Town's fields, playgrounds, gardens and commons. The Park Commission thanks the many groups and individuals who volunteer their efforts. 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. We are very pleased to continue our agreement with the Groton Riding and Driving Club and the Groton Pony Club at Hazel Grove Park. Our thanks to the Hazel Grove Agricultural Association for their commitment to ensuring that Hazel Grove Park will hold a secure place in Groton's recreational future. A special thank you to Carl Cerullo for volunteering to demolish the Exhibition Hall at the Groton Fairgrounds.

The Park Commission would like to thank Fran Stanley for 5 years of dedicated service as the Administrative Assistant for the Park Commission. Fran accepted a new position in the Town of Groton in 2017. The Commission wishes her all the best in her new position.

Respectfully submitted,
Kenneth Bushnell Chair, 2019
James Gaffney, 2020

Evan Boucher, Vice Chair, 2019
Timothy Siok, 2020

Robert Flynn, 2018

PLANNING BOARD

Takashi Tada, Land Use Director/Town Planner
Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm
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 Planning Board Regulations. Zoning amendments must be adopted by a two-thirds vote of Town Meeting. The Subdivision Regulations, Site Plan Review Regulations, Shared Driveway Regulations, Scenic Roads Regulations, and Town Center Overlay District Design Guidelines 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 at the Land Use Department in the Town Hall.

During 2017, the Planning Board reviewed the following applications:

• Approval Not Required Plans (ANR)	6
• Preliminary Subdivision Plans	0
• Definitive Subdivision Plans	0
• Definitive Plan Modifications	0
• Expedited Permit (Chapter 43D)	0
• Special Permits	2
• Special Permit Modifications	2
• Site Plan Review	2
• Site Plan Review Modifications	3
• Planned Multifamily Concept Plans	0
• Major Project Concept Plans	0
• Rezoning Petitions	1

The Planning Board continued to work on the Phase II Implementation of the Comprehensive Master Plan. The Board appointed nine members to serve on the Master Plan Implementation Committee to help assess the progress. The 2017 Spring Town Meeting adopted new zoning for the regulation of medical marijuana dispensaries, approved a temporary moratorium on recreational marijuana establishments through June 2018, amended the Site Plan Review provisions for applications when the proposed use does not require a special permit, and eliminated the concept plan requirement for Major Projects.

Michelle Collette, former Land Use Director/Town Planner, returned in March 2017 on an interim basis until the position was filled in July 2017. The Planning Board thanks Michelle for more than 33 years of exemplary professionalism and dedication to the Town of Groton.

The Board appreciates the support and guidance provided by Town Departments and staff throughout the year, especially the public safety officials, the DPW, and the Town Manager.

Respectfully submitted,

Scott Wilson, Chairman
John Giger
Timothy Svarczkopf
Russell Burke

George Barringer
Carolyn Perkins
Michael Vega
Takashi Tada, Land Use Director/Town Planner

SEWER COMMISSION

Lauren Crory, Business Manager

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meeting 1st & 3rd Wednesday 3:00pm

(978) 448-1117 Fax: (978) 448-1123

sewer@townofgroton.org

The Sewer Commission is pleased to make the following report for the calendar year ending December 31, 2017 to the sewer rate payers and the citizens of the Town of Groton.

Our flows to the Pepperell Treatment Plant continue to be consistent. This is in relationship to a major initiative by the Sewer Commissioners to reduce Inflow and Infiltration (I & I) of groundwater into the sewer collection system. The I & I Remediation Program for 2016 with the Town of Pepperell continued, but on a smaller scale than in years past. At this time an increase in preventative maintenance of manholes continues in order to maintain and reduce I & I flows we have already achieved. The Sewer Commission will continue to maintain a watchful eye on all new requests for sewer capacity.

The Board of Sewer Commissioners is currently working with the Town of Pepperell on a major Wastewater Treatment Plant Upgrade to deal with new wastewater effluent discharges mandated by the U.S.E.P.A. The planned upgrades will commence sometime in 2018 and will take approximately one year to complete. Groton will be responsible for 25% of the cost of the design and required plant upgrades as stated in the Wastewater Agreement we have with Pepperell. The proposed plant upgrades will not include any expansion to the facility for increased sewerage flows. The Sewer Commission is in the process of negotiating a new 30 year Inter-Municipal Agreement with Pepperell for its treatment of wastewater. As with all long-term agreements, they take a great deal of time and patience so that it remains financially viable for both the parties.

Groton wastewater treated at the Pepperell Wastewater Treatment Plant:

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
2012	39,682,200	gallons	or	108,719	avg. gpd
2013	43,457,500	gallons	or	119,100	avg. gpd
2014	43,038,621	gallons	or	117,914	avg. gpd
2015	41,565,434	gallons	or	113,878	avg. gpd
2016	40,140,000	gallons	or	109,973	avg. gpd
2017	46,347,112	gallons	or	127,116	avg. gpd

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,

Sewer Department Staff:

Lauren E. Crory, Business Manager

Ann M. Livezey, Sewer Assistant

Board of Sewer Commissioners:

James L. Gmeiner, Chairman

Thomas D. Orcutt, Vice-Chairman

Thomas D. Hartnett, Clerk*

* Thomas Hartnett: who served on numerous elected and appointed Boards and Committees in Groton passed away on December 26, 2017 while in office. Mr. Hartnett replaced Harlan Fitch after he passed away in 2005. When asked by Selectman why he wanted to serve on the Commission Tom said: "ever since I was a little boy, I wanted to be a Sewer Commissioner". His service on the Sewer Commission was always filled with thoughtful deliberations, passionate please for fairness to the customers he served and frequented with much laughter. Tom will be missed.



TOWN CLERK

Michael Bouchard, Town Clerk

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

(978) 448-1100 Fax: (978) 448-2030

townclerk@townofgroton.org

In 2017, the Town Clerk's office conducted only one election, the May 16 Annual Town Election. Three of the 12 races were contested. There were two Proposition 2 ½ Override Debt Exclusion Questions on the ballot. Question One to purchase land on Farmers Row to site a new Senior Center was mute as the Spring Town Meeting did not approve the purchase of this land. Question Two to approve a debt exclusion to fund the design of a new Senior Center (at its current location) was defeated.

Two Annual Town Meetings were held in 2017– Spring (April 23) and Fall (October 23). The budget was the main focus of Spring Town Meeting. In addition, questions on the Senior Center, Zoning amendments and road acceptances were voted. Unique articles, including a citizen's petition to create a committee to design a new Town Seal (defeated) and the placement of "All Are Welcome" at the Town borders (passed) were discussed. A notable discussion at the Fall Town Meeting was to act upon a citizen's petition to modify the "All Are Welcome" to read "Welcome". That article was defeated.

The office administered the town census to 5051 addresses, including vacant, "inactive" voter and undetermined-class addresses. The information provided by the Town Census is statistically important, as well as being the basis for updating the Voter List, which, of course, enables voting. The census mailing had an approximate 85% response rate. The population in Groton as of December 31, 2017 is 10,680, essentially flat compared to 2016. The Town has 8088 registered voters, also flat compared to 2016. 63% of voters are "Unenrolled", 21% enrolled as Democrats, 15% as Republicans and less than 1% in other parties or designations.

In 2017, the office qualified 30 public commissioners, processed two Fuel Assistance applications for non-senior residents, administered the oath of office to all of our appointed and elected officials, performed 523 notarial services, registered 1327 dogs, and processed 877 transactions on behalf of the Department of Public Works. Acting as the Town's Register of Vital Records, the office recorded 80 Births, 65 Deaths and 45 Marriages in 2017. 47 new and 56 renewed "Doing Business As" business registrations were recorded. The Office processed 60 formal public information requests, and many, many times that of "informal" requests.

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, Campaign Finance and Public Records Laws. Transition to these new procedures has had some challenges due to the complexities of the laws. The Clerk's office continues to enjoy using a web-based meeting posting system, a "Doing Business As" Registration program and a dog registration system. These systems keep accurate records and have improved the reliability of record keeping.

In 2017, the Clerk's office processed 3101 financial transactions, in addition to the many requests for information, notarization and other non-financial interactions. The Clerk's office turned over the following amounts to the Town Treasury:

Various Certificates and Fines	\$ 13,916
Dog License Revenue	\$ 15,970
Transfer Station Transactions	\$ 20,092
Total:	\$ 49,978

The Town Clerk's Office welcomes its newest member, Assistant Town Clerk Fran Stanley, replacing Marlene Kenney. Marlene was with the Clerk's office since 2014, doing great work. She accepted the position of Town Clerk in Harvard, MA.

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 2017. Special thanks goes to our hardworking and very effective Assistant Town Clerks Nancy Pierce, Marlene Kenney and now Fran Stanley. It's been our privilege to serve the people of Groton during 2017, and we look forward to an exciting, busy and productive 2018.

Respectfully submitted, Michael F. Bouchard, Town Clerk

WATER DEPARTMENT

Thomas D. Orcutt, Water Superintendent

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meeting 2nd & 4th Tuesday 7:30pm

(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, 2017 to the water rate payers and citizens of the Town of Groton.

The drought Groton experienced in 2016 is all but a distant memory. However, the effects on the Town's aquifers still linger as they have not been fully recharged to levels we have experienced in the past. Recharge from winter precipitation events is our primary recharge to the aquifer. It will take multiple winters of normal to above normal snowfall events to recharge the aquifer where the wells are located. The Water Commissioners review pumping data and aquifer levels at every commission meeting and will continue to do so until a recovery to normal levels is achieved. It is also important to note that water quality in the aquifers is also greatly impacted with the lower than normal levels and the lack of precipitation. The Water Department staff closely monitors these conditions as well.



The Board of Water Commissioners has a two-pronged approach in order to improve our pumping capabilities during the peak summer demands. The short-term plans included working with the Department of Environmental Protection on our water withdrawal permit requirements at the Whitney Well. This includes some permit modifications, investing in new variable speed pumps at the Whitney Wells and improving our computer operations with an improved interactive SCADA program. We have worked closely with the Electric Light Department to improve demand management during peak electrical periods – this lowers our electric bills. The Groton Water Department is also cycling our well cleaning efforts on a more regular schedule so as to improve our pumping capabilities in each well. The second phase or long terms plans for the Water Department include the construction on a new well. The Water Department has a source fully permitted and approved by the DEP and can be constructed at any time or once sufficient funds are raised and/or appropriated. This endeavor will provide the department with an additional resource during dry periods to meet our current and future demands and potentially increase our customer base.

The Groton Water Department is also working on a Water Meter Replacement Program. The Water Department is using State-of-the-Art meter reading equipment, commonly referred to as “Smart” Meters, which allows the office staff to see water consumption in actual time and provide us with emergency alerts if there is a leak of any kind in your home. The Water Department’s investment will take approximately five years to complete using our own staff in the implementation process. Meters and the batteries that provide us with this information last between 10 and 12 years.

Groton’s water quality and testing regime continues to play a vital role in what we deliver every day to you as our valued customer. Groton consistently remains in compliance with the Department of Environmental Protection’s regulations. The Groton Water Department staff in calendar year 2017 have collected and analyzed more than one thousand water samples. Groton remains very proactive and committed in protecting the drinking resources that we have under our management and control.

STATISTICAL INFORMATION - PERIOD ENDING DECEMBER 31, 2017:

Total Gallons of water pumped	151,378,165 Gallons per Year
Ave. Daily Consumption	415,000 Gallons per Day
Max. Daily Consumption – July 1st	710,500 Gallons
Accounts	2,200
Water Mains	52.3 Miles
New/Replaced Water Mains	0.0 Miles
Total Hydrants (Public and Private)	390 Hydrants
Hydrants added to the system	1 Hydrant

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 our Police & Fire Departments.

Respectfully Submitted,

Water Department Staff:

Thomas D. Orcutt, Water Superintendent
Lauren E. Crory, Business Manager
Ann M. Livezey, Assistant
George E. Brackett, Senior Water Technician
Stephen B. Knox, Senior Water Technician

Board of Water Commissioners:

John J. McCaffrey, Chairman
Greg R. Fishbone, Vice Chairman
James L. Gmeiner, Member



GROTON'S MUNICIPAL OFFICES



Accountant
Building & Zoning Department
Conservation Commission
Council on Aging
Department of Public Works
Fire Department
Groton Country Club
Historic Districts Commission
Human Resources
Information Technology
Inspector of Animals
Police Department
Tax Collector/Treasurer
 Total Principal 2017
 Tax Receivables
Veteran's Service Officer
Zoning Board of Appeals

ACCOUNTANT

Patricia Dufresne, Town Accountant

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

(978) 448-1107 FAX (978) 448-1115

accountant@townofgroton.org

The following financial report summarizes Fiscal Year 2017 (period ending 6-30-2017).

General Fund: The General Fund ended the year with a favorable fund balance, generating \$2,369,261 of “Free Cash” or a 6.8% excess when compared to the final FY2017 General Fund operating budget of \$34,665,988. This result normalizes to 4.4% when adjusted for an FY16 prior period adjustment of \$841,112. The Fall Town Meeting committed \$1,786,860 of that Free Cash by voting to replenish the Town’s Capital Stabilization Fund (\$500,000), to establish a new Capital Stabilization Fund for the Groton Dunstable Regional School District (\$500,000), to fund the Groton Dunstable Regional School District Telephone and Wiring infrastructure needs (\$346,860) and to provide for certain additional capital items that were deemed worthy of immediate funding (\$440,000). Generous grant support from the State offset almost \$250,000 in Public Safety services. As was the case in FY16, local receipts remained strong, with building permits particularly robust at 210% of budget, and motor vehicle excises finishing at 124% of budget. FY17 was Groton’s second full year of collecting a Local Meals Tax, which resulted in revenue of \$133,960 for the Town. Due to the inclement winter weather, Snow and Ice operations finished the year with a deficit of \$208,145, which amount was raised with the FY18 Tax Levy.

Other Funds: The Town’s other funds – Gift, Grant, Revolving, Receipts Reserved, Capital Projects and Trusts – all closed the year with positive balances, with the exception of very minor deficits in two Public Safety reimbursable grants (\$2,600). The State has dramatically improved the rate at which they reimburse for these amounts, and revenue sufficient to cover both of these deficits was received early in FY2018. The Lost Lake Fire Protection construction project concluded successfully (and within budget), leaving the Public Safety Radio Upgrade, the Four Corners Sewer Project, and the new Complete Streets initiative as ongoing Capital Projects. Both the Four Corners Sewer and Complete Streets projects are receiving significant grant support from the Commonwealth.

Community Preservation Fund: The State continues to match local CPA surcharges. The match received in FY2017 (\$183,341) was 28.9% of the FY16 surcharge receipts of \$633,346. The anticipated match is carefully monitored by the Community Preservation Committee and the State continues to request that towns budget conservatively for this revenue. Collection of CPA surcharge revenue remains robust, with approximately 98% of committed receipts actually collected. Debt service for the Surrenden Farms land acquisition is a substantial annual CPA Fund obligation (\$476,144 in FY17); this debt matures in 2021 which will free up financial resources for new projects. The Community Preservation Fund makes up a significant portion of the Town’s “non-general fund” section of the balance sheets.

Enterprise Funds: Water, Sewer and Cable Funds all ended the year with favorable balances and healthy E&D funds at \$459,260, \$545,281 and \$231,477 respectively. The Town voted to launch a new Sewer Enterprise in FY17: The Four Corners Sewer Fund will be established under its own budget to serve rate payers within that sewer district once construction is completed.

Reserves: The Town’s Stabilization Fund closed the year at \$1.793 million and the Capital Stabilization Fund at \$533,923 (with \$415,692 of that Capital Stabilization balance reserved for expenditures in FY2018). Town of Groton Financial Policies suggest that the level of reserves in these accounts be maintained at 6.5% of the annual budget (exclusive of the Enterprises and CPC). At the end of FY2017, these reserve balances did in fact meet that goal. The Conservation Fund closed the year with an undesignated balance of \$730,916. This balance also meets the suggested reserve for this Fund of 2% of the Town’s annual budget.

Patricia Dufresne, Town Accountant

SEE APPENDIX FOR ACCOUNTANT’S FINANCIAL REPORT

BUILDING & ZONING DEPARTMENT

Edward M. Cataldo, Building Commissioner/Zoning Enforcement Officer

Office Hours: Mon. 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

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

building@townofgroton.org

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, businesses and visitors of Groton. We are resident and contractor friendly and are available to answer your questions or concerns.

The Department personnel consist of:

- Edward M. Cataldo, Building Commissioner / Zoning Enforcement Officer
- Daniel A. Britko, Local Inspector
- Maureen Adema, Land Use Administrative Assistant
- Edward Doucette, Electrical Inspector
- John Murphy, Gas / Plumbing Inspector
- Louise Gaskins, Senior Work Credit Program Volunteers
- Lindsey Goranson, Senior Work Credit Program Volunteers

The Building Department started online permitting in 2017. Residential and commercial building permits have been applied for, issued and paid for online since the month of May. In October the electrical permits moved to the online permitting system. Plumbing and Gas permits are scheduled to go online in early 2018.



Tepee in Blackman Field & Woods
Photo by Grace Remillard

Building / electric inspections may be requested throughout the business day via the office telephone number: 978-448-1109.

Gas / plumbing inspections are requested directly via the inspector at 978-448-5000, Monday through Thursday, 7:00 AM to 8:00 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.

The Building Department would like to thank Paula Martin for 20 years of dedicated service as the Administrative Assistant for the department. Paula retired from her position with the Town of Groton in September 2017; we wish her all the best in her retirement.

An updated report from the Building Department follows.

<u>Building & Zoning</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Value of Construction	\$23,813,475	\$32,539,123	\$46,912,595
Permit Fees Collected	\$254,037	\$326,135	\$483,635
Permits Issued	418	376	483
Inspections Performed	688	682	720
<u>RESIDENTIAL</u>			
Single Family Homes	28	25	35
Two Family Homes	0	3	0
Multi-Family	2	0	0
Additions	13	28	33
Renovations	274	217	268
Accessory Buildings	21	25	23
Demolitions	2	8	3
<u>COMMERCIAL</u>			
New	2	2	6
Additions	1	3	4
Renovations	26	24	10
Accessory Buildings	0	2	2
Demolitions	5	1	3
Communication Towers	0	0	3
Annual Inspect. Certif.	79	79	79
Farm Labor Certif.	1	1	1
Home Occupation Certif.	24	17	33
Wood Stove Permits	14	10	# included in building permits
<u>Electric</u>			
Permit Fees Collected	\$34,622	\$39,124	\$36,823
Permits Issued	312	336	332
Inspections Performed	522	556	541
<u>Gas</u>			
Permit Fees Collected	\$13,241	\$12,893	\$13,778
Permits Issued	190	184	182
Inspections Performed	201	241	171
<u>Plumbing</u>			
Permit Fees Collected	\$25,276	\$24,357	\$32,454
Permits Issued	209	198	182
Inspections Performed	254	300	227

CONSERVATION COMMISSION

Takashi Tada, Conservation Administrator

Office Hours: Mon. 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Meetings 2nd & 4th Tuesday 7:00pm

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

conservation@townofgroton.org

The Groton Conservation Commission was established by Town Meeting vote in 1962 “for the promotion and development of the natural resources and for the protection of watershed resources” in the Town of Groton, as enabled by the 1957 Massachusetts Conservation Commission Act (M.G.L. Ch. 40, §8c). The Conservation Commission presently controls over 2,100 acres of Town-owned conservation land. Since 1972 the Commission also has been responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131, §40) in Groton. The Groton Wetlands Bylaw was adopted by Town Meeting vote in 2001.

In 2017 the Commission held 28 open meetings and conducted 76 public hearing/meetings. The Commission reviewed 22 Notices of Intent and 26 Requests for Determination of Applicability; and issued numerous Certificates of Compliance, Extension Permits, Enforcement Orders, and Violation Notices. Commission members and staff also conducted over 100 site walks. Municipal projects reviewed this year ranged from the proposed vegetation management at the Groton Country Club to the proposed construction of a trail bridge at the Groton Hills Conservation Area. The Commission was awarded a Recreational Trail Grant for the much needed construction of a trail bridge at Gibbet Hill. Three Eagle Scout projects (installation of trail bridges and several conservation area signs) were also approved. The Commission took ownership of conservation land in 2017 associated with the Reedy Meadow Estates residential development (12 acres off Nashua Road). The Commission also agreed on a Deed Restriction to protect an additional 2 acres abutting Reedy Meadow Estates.

Town-owned conservation lands offer a variety of important natural functions which substantially benefit our community. Across Town, the land management demands of these protected spaces range from those requiring active stewardship (forestry, invasive species control, etc.) to those requiring no management (e.g., nature studies, wildlife habitat, etc.). In 2017, the Commission continued its effort to identify land management priorities on its properties across Town. One of the Commission’s primary management goals is to preserve Groton’s agricultural heritage. Restoration of the former agricultural fields at Baddacook Field/Shattuck Homestead is ongoing, with invasive species control measures implemented in 2017. The Commission also completed a Forest Management Plan for Surrenden Farm with its first phase completed in the fall.

Another important land management goal is to limit the spread of invasive plants. To address this goal the Commission partnered with the Invasive Species Committee and targeted the Eliades Conservation Area, which saw efforts to control both autumn olive and Phragmites infestations.

The Commission was sorry to lose valuable member Susan Black whose resignation took effect at the end of September 2017. The Commission was pleased to welcome new member Larry Hurley in 2017. The position of Conservation Administrator also saw a change this year with Takashi Tada leaving to accept the position of Land Use Director in June 2017. The Commission wishes him well in his new position. Nikolis Gualco was hired in July 2017 as the new Conservation Administrator.

Looking ahead to 2018, the Commission will conduct an update of the Open Space & Recreation Plan. The viability of managing a new discovery of maturing American chestnut trees as a nursery will also be explored. Finally, the Commission will continue working collaboratively with individuals, local groups, and state officials in acquiring new conservation lands as well as managing existing conservation properties.

Respectfully submitted,

John Smigelski, Chair (appointed in 2012)

Larry Hurley, Clerk (appointed in 2017)

Eileen McHugh (appointed in 2015)

Marshall Giguere (appointed in 2004)

Takashi Tada, (former) Conservation Administrator

Peter Morrison, Vice Chair (appointed in 1991)

Olin Lathrop (appointed in 2016)

Bruce Easom (appointed in 2003)

Susan Black (appointed in 2014)

Nikolis Gualco, Conservation Administrator

COUNCIL ON AGING

Kathy Shelp, Certified Director

Hours: Mon-Fri 9:00am – 3:00pm

Council on Aging Board Meetings 1st Monday 9:30am

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

Main: (978) 448-1170 ~ Fax: (978) 448-3660 ~ councilonaging@townofgroton.org

The Groton COA represents an important entry point into the aging system and into the continuum of Long Term Care. In a continuum of care that ranges from the least intensive to the most intensive, Senior Centers are often the first support service sought by an individual, his/her family or friends. The effect and role of the Senior Center is to reverse or delay the need for more intensive services. The Groton COA is preventive social service in action. We work with a wide variety of organizations and through these linkages provide our users with access to a wide variety of services.

During FY17 we offered 113 programs and services, serving 1,122 seniors 17,883 times. The COA Van transported 115 individuals 2,511 times. 49 volunteers served the COA 4,639 hours, saving the town \$55,180 in service hours. The number of seniors who can currently be reached through the preventive social services provided by the COA compels us to ensure that we are fiscally sound, diverse in our programs, need-responsive and well administered. We continue to strive to meet all of these goals.



Lifelong Groton resident Toni Bond, age 89, participates in COA sponsored Art with a Splash

Staff:

Director	Kathy Shelp
Outreach Coordinator	Stacey Shepard Jones
Activities/Volunteer Coordinator	Kathy Santiago
Van Driver	Alan Sinclair (retired September 2017)
	Marcel Falardea
	Richard Marton (per diem)
	Herb Peterson (per diem)
Maintenance	Jimmy Kuzmitch

Directors:

Chairman	Gail Chalmers
Vice-Chairman	Richard Marton
Treasurer	George Faircloth
Secretary	Helen Sienkiewicz
Members	Ellen Baxendale
	Peter Cunningham
	Norma Garvin
	Jean Sheedy
	Eddie Wenzell

Transportation Collaboration with Library: Winter/Spring 2017 we collaborated with the library to offer transportation to evening programs. This service was free to participants with the Library Trust agree to cover transportation fees. We transported 6 people 20 times and had tremendous positive feedback. We will offer the program in Fall 2017 on Tuesday evenings with costs covered within the senior center van budget as monies permit.

Caregiver Packets: In response to the number of long-term care inquiries by residents and their adult children we compiled a caregiver's packet with educational materials, referral information and guidelines for choosing long-term care. We will distribute as requested.

Building Initiative: The Council on Aging Board of Directors continues to advocate for space and code supportive improvements to the current building with an addition/renovation or a new building. At Town Meeting April 2017 the Council on Aging went before Town Meeting with an Article asking for up to \$400,000 for design money for a new senior center. There was also an Article to determine the siting of the new building. At Town Meeting the Article for design monies passed and the current location was the site chosen. However, on May 16 the ballot question for the design money did not pass. 2017 Fall Town Meeting request for \$450,000 for building design money passed. The Senior Center Building Committee awarded the RFP to Helene Karl Architects with the award for Program Manager to NV5.



Photos courtesy of the
Council on Aging



DEPARTMENT OF PUBLIC WORKS

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

DPW

The following report covers some of the accomplishments and duties of the various duties under the DPW. The divisions under the DPW are Highway, Transfer Station, Tree and the Building Maintenance Departments. All of these are run By the Director of Public Works. All of the successful operations of these departments is due to all the hard working and dedicated employees who are the backbone of the departments of the DPW, my thanks goes out to them.

HIGHWAY DIVISION

The Highway Department is the backbone of the DPW and continues its commitment to maintain and upgrade the infrastructure of the Town. In 2017 numerous projects were completed with approximately 3 miles of roads being paved in various locations. Other items of interest are drainage repairs, pipe replacements, sidewalk improvements, as well as other preventive measures for increasing pavement life. General maintenance of the Town also continues to be a priority with beautification efforts continuing on our numerous parks, commons and ball fields. Expansion of our facilities is also on the agenda, and with the increasing needs of our population, we work closely with the Parks department and the Country Club to identify and make plans to increase our recreation areas and the services they both offer.

TREE WARDEN

The following are some of the duties performed by the Department of Public Works working under the direction of the Tree Warden. Along with inspections of the trees in town, the removal of hazardous and dead trees and, the planting of new trees, is a task undertaken by the DPW every year. With over 15 new trees planted and the spring rain we had, we were able to have a great survival rate of spring plantings.

With over 125 miles of roads, our trimming is widespread and ongoing. Mild winter conditions will hopefully return and allow us to continue our trimming and tree removal. Ground trimming as



well as aerial bucket work with the removal of dead and dying trees is an ongoing project. The bad wind storms this summer and fall also increased our work load with numerous trees falling over.

Tree planting on Arbor Day was done in front of The Department with two Copper Beach trees and as usual was well attended.

We also planted some antique apple trees in town this year. Since this area used to be part of an extensive orchard plantations, we are trying to get back to some of the native trees.



Scarlett Hill
Pictures (above & to the left)
Courtesy of The Trails Committee

TRANSFER STATION

With a steady recycling rate above average for the area we continue to bring our revenues up and our disposal costs down. With a new look courtesy of a grant from DEP, we were able to resign and paint the recycle center and educate the public on how to be more resourceful and efficient with our recycling efforts. Last year saw the installation of a new scale at the station to better assist us in pricing for disposal as well as recycled products. It continues to be my hope that in the growing recycle market we will always have an edge to produce more products for less, hence increasing our service and maximizing our revenue.

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. We also continue to learn the ins and outs of new fire station and its complex systems. A new HVAC unit was also installed at town hall to replace the old inefficient unit. 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 for this year.
- 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 and Country Club.
- Vast improvements at the Public Safety building including paving of the parking lot.
- Janitorial duties are completed at the sites above, as well as the public areas at each building.

Respectfully submitted,
R Thomas Delaney Jr
DPW Director



Town Field Basketball Court
Courtesy of the DPW



FIRE DEPARTMENT

Steele McCurdy, Fire Chief
45 Farmers Row (Center Station)
General Calls: (978) 448-6333
Emergency: 911 fire@townofgroton.org
Cell Phone Emergency: (978) 448-5555

The Groton Fire Department is a 24 hour per day operation providing emergency services to the residents of Groton. Over the years the term Fire Service has come to mean much more than the name implies. The fire service across America has transformed from a primarily fire suppression organization to a multi-disciplinary rescue organization. Each year the members of the department respond to a wide variety of calls involving the following:

- Fires
- Medical Emergencies
- Motor Vehicle Crashes
- Hazardous Materials Incidents
- Service Calls (e.g. water leaks and house lock outs)
- Severe Weather Emergencies
- Alarms (e.g. fire alarms, carbon monoxide and medical alert)



In 2017 the Groton Fire Department responded to 1179 call or an approximate 2% decrease in emergency calls. This decrease was primarily driven by a reduction of brush over the previous year. The 10 year average still sees an approximate 1% increase in call volume from year to year. As the community continues to grow, calls for service will continue to increase taxing our resources.

In 2017 the Groton Fire Department provided 692 on-site inspections of homes and businesses an increase of 152 over 2016. These inspections are required safety inspections to insure that appropriate measures have been taken to reduce risks of fires or other fire related emergencies.

Almost 500 outdoor burning permits were issued for the disposal of fallen branches and trees. The outdoor burning season is from January 15 through May 1 each year as established by the Department of Environmental Protection. While Groton does allow burning of brush, we cannot overstate the importance of being cautious while doing so.

The Groton Fire Department has and will remain a predominately on-call department. That said our dedicated members need to make hard choices in order balance work, family and their commitment to the department. This struggle at times leaves the department with very few available call firefighters and EMT's. The department is committed to continuing to recruit and train on-call personnel while looking for alternative methods for ensuring adequate coverage.

I would like to thank the women and men of the Groton Fire Department for their dedication and hard work. The Town of Groton is very lucky to have such a great group of people watching over them day and night.

Respectfully submitted,

Steele McCurdy, Fire Chief

GROTON FIRE DEPARTMENT
2017 Officers



Chief Steele McCurdy
Administrative Assistant Diane Aiello

Capt. James Emslie
Lt. James Crocker
Lt. Michael Culley
Lt. William VanSchalkwyk

Capt. Susan Daly
Lt. Tony Hawgood
Lt. Tyler Shute

Firefighters & EMTS

Geri Armstrong
Evan Boucher
Christopher Braun
Brad Cain
Brian Callahan
Kevin Charland
Arthur Cheeks
Daniel Coelho
Timothy Cunningham
Christopher Curtis
David Dubey
Jonathan Duffy
Heather Emslie
Christopher Fischer
James Foley
Rachael Fullreader
Travis Gray
Jason Grennell
Stephanie Hamelin
Luke Heinser
Michael Heinser
Christopher Hunter

Mark Imbimbo
Heidi Januskiewicz
Jeremy Januskiewicz
Patrick Kiley
Jack Leeber
Cathy Lincoln
Chase Lundgren
Michael MacGregor
Andrew Mahoney
Frank Mastrangelo
Paul McBrearty
Gibson McCullagh
Cody McNayr
Matthew Pisani
Michael Poulin
Anthony Resca
Betsey Reeves
John Reilly
Heather Rhodes
Stephen Savage
Timothy Wilson

GROTON COUNTRY CLUB

Shawn Campbell, General Manager/Head Golf Professional

94 Lovers Lane

Telephone: (978) 448-3996

www.grotoncountryclub.com



The Groton Country Club is a public, affordable, community recreational resource open to all residents of Groton and the surrounding communities.

The property includes a nine-hole links style golf course, driving range, a heated swimming pool, and the Groton Publick House Restaurant.

Season pass memberships for either or both the pool and golf offerings allow patrons the unlimited use of these facilities while daily activity fees allow for the use of either on a single day basis.

Groton residents are afforded favorable price discounts on both season pass memberships and pool passes.

Our goal is to be financially self-reliant using revenues from season pass, membership sales, daily activity and summer program. We are currently in the middle of our first self-sustaining budget cycle.

We offer a variety of fun summer programs including a Swim Team, Group and Private Lessons, Junior Golf Camp, PGA Junior League, and a Summer Day Camp Program.

Our Summer Day Camp Program continues to be well received with more than 200 campers enjoying swimming and golf lessons during weekly sessions throughout the summer.

The Gators, our swim team, won the Minuteman Summer Swim League Championship for the seventh consecutive year.

Our Groton PGA Junior League finished second in our conference during our third season of play.

We are very excited about entering a new chapter with the pub at the Country Club. The Groton Publick House will be opening this Spring after renovations are complete. We are thrilled to have Jeffrey Garibotto and Chris Frothingham from Groton bringing their successful restaurant experience (Great Road Kitchen in Littleton) to the Country Club.

The Groton Country Club appreciates and thanks' our many supporters who have again given generously to their time, 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,

Shawn Campbell
General Manger/Head Golf Professional

HISTORIC DISTRICTS COMMISSION

Maureen Adema, Land Use Administrative Assistant

Meetings 3rd Tuesday of Month 7:30pm

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

madema@townofgroton.org

For 2017, the Historic District Commission continued to provide active assistance for projects in the Town's Historical Districts, relative to their appropriateness regarding Groton's historic context.

The HDC is operating with six members. There is an opening for one member.

Non-residential projects coming before the HDC consisted of a Veterinary Health Care Clinic of Groton at 8-10 Hollis Street, The Groton Inn, 128 Main Street, Lawrence Academy 44 Main Street, (for private way) and The Groton School, 282 Farmers Row, (for new garages).

A number of property owners and potential property owners met with the HDC to discuss construction projects such as new single family homes, replacement of windows, doors, hardware, chimneys and roofs.

The HDC supported two projects proposed by the Park Commission in 2017. The Legion Hall Walkway and the Groton Baseball shed at Town Field.

In 2017, the HDC approved four new business signs. Frames with a History, Lawrence Academy (*pictured to the right*), Veterinary Health Care of Groton, and Indigo Boutique.



Eagle Scout, Kyle Zimmer worked with the HDC on a project to provide solar powered lighting for the flags/flagpoles within the districts.

The HDC worked with the Complete Street Committee in recommending colors and materials for the crosswalks and sidewalks in the districts.

The HDC started to utilize the Town's online permitting system ViewPoint in October 2017 for application review and approvals.

The HDC would like to thank Paula Martin for 15 years of dedicated service as the Administrative Assistant for the Commission. Paula retired from her position as the Town of Groton's Land Use Department Administrative Assistant in September, after 20 years of employment. The Commission wishes her all the best in her retirement.

Respectfully submitted,

Peter Benedict, Chair, 2018

Elaine Chamberlain, 2018

Maureen Giattino, 2020

Laura Moore, 2018

Greg Premru, 2019

George Wheatley Jr., 2020

Maureen Adema, Land Use Administrative Assistant

HUMAN RESOURCES

Melisa Doig, Human Resources Director

Office Hours: Mon 8am – 7pm; Tues-Thurs 8am – 4pm; Fri, 8am - 1pm

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

humanresources@townofgroton.org

The Human Resources Department manages the personnel and benefits for full-time/part-time employees, retirees, temporary/seasonal employees, department heads, and Town officials. The department also assists with employee relations; support for collective bargaining and contract administration; managing recruitment; coordinating orientation, training, and employee activities; providing administrative services for workers compensation and administering employee benefit programs and maintaining all the personnel files.

POLICY AND TRAINING

The past year, I had Town wide training for all employees for Discrimination/Harassment Training. Our Police Department participated in Emergency Vehicle Operators Course (EVOC) and for all of our Public Safety Departments I held Simulator Emergency Training. I have held several trainings that employees have participated in through MIIA that have been beneficial. MIIA provides a newsletter with tips and additional trainings and available grants that the department have utilized. We had a great year through MIIA grant program receiving \$2,568 in grant money for back-up and thermal cameras for the DPW

BENEFITS AND RESOURCES

This was a busy year with benefits and open enrollment periods for active and retired employees. I held a Benefits Fair that was well attended. Many vendors from our health plans, retirement, and social security offices came and provided excellent information. Through MIIA, they offer an Employee Assistance Program (EAP) that employees are able to use and speak with an advisor at no cost.

RECRUITMENT

This has been a very successful year for recruitment. The review and hiring process has been collaborative with the Town Manager and the Department Heads. The Town of Groton departments are staffed with talented and committed people who provide excellent and professional service, to the residents of Groton.

WELLNESS

I continue to work with our Wellness Coordinator through the Minuteman Nashoba Health Group to keep our employees healthy and informed. This past year we had several programs that employees participated in. It is important to promote good health, but it also has been great team building for the employees.

I look forward to another successful year.

Respectfully submitted,

Melisa Doig
HR Director

INFORMATION TECHNOLOGY

Michael Chiasson, Information Technology Director

Nick Batchelder, Desktop Support Specialist

Office Hours: Mon 8am – 6pm; Tues-Thurs 8am – 4:30pm; Fri, 8am - 12:30pm

Telephone: (978) 732-1889 Fax: (978) 448-1115

itdept@townofgroton.org

The Information Technology (I.T.) 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 2017 we launched an initiative to bring our permitting processes in our Land Use Department online. We worked with a new vendor to utilize some software to help us be as paperless as possible. The new permitting process that requires people to either fill out our forms online or use a designated kiosk will save administrative staff from having to re-enter all this information. The system now accepts online payments and all documents are always available to staff as they travel with mobile phones or tablets. The system has had wide amounts of praise from contractors and staff as it now facilitates a more open 24/7 approach where people in need of a permit do not require to come into Town Hall. We've successfully converted our Building Permits and Electrical Permits to the new system and will shortly be implementing Plumbing, Gas, and other miscellaneous permits.

In keeping with our goals of trying to make more features available to people we partnered with a records retention company to help make Police Crash Reporting more seamless. In the past officers had to file paperwork and fax documents to the RMV. Now their existing police database automatically can export documents to the RMV and make crash reports available online to constituents via a link on the Groton Police Department website.

We have a lot lined up for early 2018 as we are nearing completion on a new backend system for our meeting and document management systems. The new system will give us more transparency with our public meeting laws and give residents the opportunity to sign up for email notifications for Committees and Boards they are interested in following!

Respectfully submitted,

Michael Chiasson

Information Technology Director

ANIMAL CONTROL / INSPECTOR OF ANIMALS

George Moore, Inspector
R. Thomas Delaney, Jr., Inspector
(978) 448-1111 Fax (978) 448-1115



Photo by Karen Riggert

ANIMAL CONTROL

In 2017 Groton Animal Control answered one hundred and sixty-six, (166) calls. Some of these calls, such as wildlife questions or questions on the Town's dog control laws were handled by phone. These laws are found on-line on the Town's website under Chapter 128. Wild life for the most part falls under the jurisdiction of Mass. Fish and Wildlife.

The Animal Control Officers calls are sometimes sad, sometimes comical, usually gratifying, and always interesting.

Respectfully submitted,
Tom Delaney & George Moore,
Groton Animal Control

ANIMAL INSPECTOR

As Groton Animal Inspector, I performed the following in 2017:

- Barn Inspections: 41
- Animal bites to human: 6
- Animal Attacks (dog vs. dog): 4
- Orders of quarantine: 7 (5 ten-day quarantines, 2 six-month quarantines)

There were also several animals submitted to the State Epidemiology Lab for rabies testing, results were negative on all.

Respectfully Submitted,
George Moore
Groton Animal Inspector

POLICE DEPARTMENT

Donald L. Palma, Jr., Chief of Police
99 Pleasant Street, P.O. Box 310, Groton, MA 01450
General Calls: (978) 448-5555
Emergency: 911 police@townofgroton.org



2017 Memorial Day Parade with Selectmen Peter Cunningham (Retired)

Greetings,

The highlight of our year is the ability to participate in many of the community's events like the Annual Groton Road Race, Memorial Day Parade, Senior Citizens' Cookout, Grotonfest, Halloween, Senior Citizens' Holiday Dinner and monthly Veterans' Breakfasts.

When a horrific act of violence rocked our quiet little town, each member of this department reported to assist as needed in a calm, professional, and compassionate manner. For many days, many officers worked relentlessly to ensure that our community was safe and whole.

The professionalism, integrity and dedication of the Groton Police Department are incomparable.

This will be my last town report as the Chief of Police in this wonderful community that has been my second home for over a decade. I have been the beneficiary of such tremendous support and am deeply humbled and grateful for the opportunity to serve as your Chief and for the friendships that I take with me into retirement.

Respectfully submitted,

Chief Donald L. Palma, Jr.

2017 GROTON POLICE DEPARTMENT

Chief of Police:	Donald L. Palma, Jr. Emergency Management Agency Director
Deputy Chief:	James A. Cullen, III
Sergeants:	Derrick Gemos, Edward Sheridan, Jason Goodwin
Detectives:	Cory Waite, Michael Lynn
School Resource Officer:	Rachael Mead, Juvenile Detective
Patrolmen:	Paul Connel, Peter Breslin, Dale Rose, Robert Breault, Gordon Candow, Kevin Henehan, Nicholas Beltz, Omar Connor, Timothy Cooper, Gregory Steward, Patrick Timmins, Victor Sawyer
Reserve Officers:	George Aggott, Edward Bushnoe, Stephen McAndrew, Kathy Newell, Michael Ratte, Richard Rene, Jonathan Shattuck
K-9:	Lola
Administrative:	Kathy Newell, Executive Assistant and Joan Tallent, Administrative Assistant
Communications:	Darlene Touchette, Sarah Power, Warren Gibson, Edward Bushnoe, Jonathan Shattuck, Samuel Welch, Catherine Myers, Michael MacGregor
Police Matrons:	April Moulton, Darlene Touchette, Sarah Power, Kathy Newell
Auxiliary:	Mark Miller



2017 Annual Thanksgiving Dinner at the Barn at Gibbet Hill

TAX COLLECTOR/TREASURER DEPARTMENT

Michael Hartnett, CPA, CMMT- Treasurer/Collector

Hannah Moller, Assistant Treasurer/Collector

Vyctoria Pantano, PR Coordinator/Assistant to Treasurer

Office Hours: Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-1pm

Main: (978) 448-1103 Fax: (978) 448-1115

treasurer@townofgroton.org

<u>Cash & Fund Balances</u>						Year-End Balance
						<u>June 30, 2017</u>
<u>Fund Description:</u>						
<u>General Fund</u>						\$ 9,870,653
<u>Other Funds</u>						
	Trust Funds (a)					\$ 18,464,035
	Stabilization					\$ 1,792,520
	Conservation					\$ 730,916
	Capital Stabilization					\$ 533,923
	Performance Bonds & 593's					\$ 290,411
	Affordable Housing Trust					\$ 47,897
	Arts & Flags Agency					\$ 7,434
	Turtle Study & Maintenance					\$ 53,600
	Regional Scholarship Committee					\$ 7,181
						\$ 21,927,917
<u>Enterprise Designated Funds</u>						
	Sewer Enterprise					\$ 386,595
	Water Enterprise					\$ 65,652
<u>Groton Electric Light Designated Funds</u>						
	Consumer Deposits					\$ 257,628
	Insurance Reserve					\$ 129,199
	Depreciation Reserve					\$ 388,089
						\$ 774,916
<u>Total Cash & Fund Balance, June 30, 2017</u>						\$ 33,025,734

Note: All accounts are independently audited each year by a certified public accounting firm, without exception.

(a) All trust fund balances are inclusive of required GASB-31 Fair Market Value adjustments, and are under the overall custodianship of the Town Treasurer with the guidance and collaboration of the Trust Fund Commission.

Debt & Debt Service

The Town's long-term debt remained unchanged in Fiscal 2017 with respect to any new borrowing.

During Fiscal 2017, the Town re-borrowed \$2,487,000 on a short-term basis to fund two capital projects; \$1,837,000 for the Lost Lake Fire Protection and \$650,000 for a joint fire and police radio program. This combined debt of \$2,487,000 was financed for one (1) year at 0.75% resulting in \$16,684 in interest expense. Our borrowing plan is to renew this short-term debt in Fiscal 2018 and Fiscal 2019. Due to expanded short-term borrowing flexibility passed by the MA Legislature (10-years), we are going to monitor continued short-term interest rates and delay permanent borrowing as long as possible, saving the Town thousands in interest expense. 2019. An existing borrowing authorization of \$995,000 for a new ladder-1 replacement fire truck will also be borrowed short-term in Fiscal 2018.

In FY 2017 the general fund of the Town paid \$43,188 in non-exempt debt service (principal and interest). The Town's portion of debt for the Groton-Dunstable Regional School District was \$1,086,471, which is excluded debt and becomes an addition to the tax rate. The Town's portion of debt for the Nashoba Valley Technical High School was \$35,999, which is not excluded debt. Of the Town's combined total debt service, including school debt, \$2,290,932 was excluded from the limits of Proposition 2-1/2. The excluded debt added \$1.44 to the tax rate. The cost for this excluded debt for a home assessed at \$400,000 was \$577 for the year.

(The following page shows the FY 2017 debt service payments by Department and purpose.)

Credit Rating - Standard & Poor- AAA

The Town of Groton has a AAA credit rating as issued by Standard & Poor. AAA is the highest credit rating a municipality can achieve. This rating is based on a periodic comprehensive financial review of the Town, comprising financial strength and stability, financial policies, demographic characteristics, and financial planning and projections. One of the benefits of a municipality obtaining a AAA credit rating is the ability to borrow in the long-term bond market at more favorable interest rates, saving the Town thousands of dollars in debt service over the life of the bonds.

Respectfully,

Michael L Hartnett, CPA, CMMT
Treasurer-Collector

TOTAL DEBT SERVICE AND DEBT BALANCES

General Fund								
<u>ID</u>	<u>Name</u>	<u>Issued</u>	<u>Matures</u>	<u>Orig Amt</u>	<u>Exempt/ Non-Exempt</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2988	Bernier Bissell	7/15/2001	7/15/2019	\$850,000	Exempt	\$44,720.00	\$8,624.80	\$53,344.80
2989	Bissell Property	7/15/2001	7/15/2019	\$1,075,000	Exempt	\$56,250.00	\$10,837.90	\$67,087.90
2992	Gibbet Hill	11/15/2003	11/15/2022	\$3,000,000	Exempt	\$165,000.00	\$29,500.00	\$194,500.00
2972	Library #1	7/15/1999	7/15/2017	\$1,831,464	Exempt	\$64,670.00	\$8,904.60	\$73,574.60
2973	Library #2	7/15/1999	7/15/2017	\$364,000	Exempt	\$18,970.00	\$1,833.00	\$20,803.00
2991	Lost Lake Fire	11/15/2003	11/15/2022	\$1,450,000	Exempt	\$75,000.00	\$14,550.00	\$89,550.00
2987	Norris Property	7/15/2001	7/15/2019	\$750,000	Exempt	\$39,670.00	\$7,679.40	\$47,349.40
2981	Senior Center	7/15/1999	7/15/2016	\$151,110	Exempt	\$8,440.00	\$498.80	\$8,938.80
2983	Town Hall	7/15/1999	7/15/2017	\$2,500,000	Exempt	\$127,920.00	\$12,163.60	\$140,083.60
2912	Center Fire Station	4/18/2013	6/30/2035	\$7,730,000	Exempt	\$285,000.00	\$162,312.52	\$447,312.52
					Total Exempt	\$885,640.00	\$256,904.62	\$1,142,544.62
2990	Fire Truck	11/15/2003	11/15/2016	\$485,000	Non-Exempt	\$40,000.00	\$1,100.00	\$41,100.00
2994	Project Eval	11/1/2003	2/1/2024	\$330,000	Non-Exempt	\$10,950.00	\$2,853.64	\$13,803.64
2986	Shattuck Property	7/15/2001	7/15/2019	\$500,000	Non-Exempt	\$26,080.00	\$5,061.30	\$31,141.30
					Total Non-Exempt	\$77,030.00	\$9,014.94	\$86,044.94
Summary for General Fund				Total for General Fund		\$962,670.00	\$265,919.56	\$1,228,589.56
GELD								
2995	GELD- Transformer	7/15/2001	7/15/2019	\$750,000	Non-Exempt	\$38,280.00	\$7,396.60	\$45,676.60
2998	GELD- Headqtrs.	8/1/2014	11/1/2033	\$2,000,000	Non-Exempt	\$80,000.00	\$58,000.00	\$138,000.00
Summary for GELD				Total Non-Exempt for GELD		\$118,280.00	\$65,396.60	\$183,676.60
CPC								
012	Surrenden Farm	7/6/2007	12/15/2021	\$5,015,000	Non-Exempt	\$370,000.00	\$112,850.00	\$482,850.00
Summary for CPC				Total Non-Exempt for CPC		\$370,000.00	\$112,850.00	\$482,850.00
Sewer								
<u>ID</u>	<u>Name</u>	<u>Issued</u>	<u>Matures</u>	<u>Orig Amt</u>	<u>Exempt/ Non-Exempt</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2910	Boston Road	10/26/2007	10/1/2025	\$310,940	Non-Exempt	\$16,647.50	\$8,365.37	\$25,012.87
2911	Old Ayer Rd	10/26/2007	10/1/2025	\$155,960	Non-Exempt	\$8,352.50	\$4,197.13	\$12,549.63
9994	Project Eval	11/1/2003	2/1/2024	\$330,000	Non-Exempt	\$4,050.00	\$1,227.75	\$5,277.75
Summary for Sewer				Total Non-Exempt for Sewer		\$29,050.00	\$13,790.25	\$42,840.25
Title V								
2993	Title Five	8/1/2002	8/1/2023	\$197,403	Non-Exempt	\$10,400.00	\$0.00	\$10,400.00
Summary for Title V				Total Non-Exempt for Title V		\$10,400.00	\$0.00	\$10,400.00
Water								
2997	Water SRF Loan 2	12/14/2006	7/15/2026	\$1,234,434	Non-Exempt	\$58,422.00	\$17,834.55	\$76,256.55
2909	Water System	11/23/2004	8/1/2024	\$4,417,366	Non-Exempt	\$210,515.00	\$74,444.59	\$284,959.59
Summary for Water				Total for Water		\$268,937.00	\$92,279.14	\$361,216.14
				FY17 Totals-		1,684,337.00	\$550,235.55	2,234,572.55

REPORT OF THE TAX COLLECTOR - JULY 1, 2016 TO JUNE 30, 2017

	<u>Collected (a)</u> <u>During Fiscal 2017</u>	<u>Uncollected @</u> <u>June 30, 2017</u>
<u>2017</u>		
Real Estate	29,249,091	313,168
Community Preservation Act	667,765	6,668
Water District	111,779	2,125
Personal Property	371,945	1,249
Motor Vehicle Excise	1,469,673	112,469
 <u>2016</u>		
Real Estate	256,571	46,378
Community Preservation Act	4,552	719
Water District	2,463	236
Personal Property	411	742
Motor Vehicle Excise	264,216	13,374
 <u>2015</u>		
Real Estate	17,961	5,116
Community Preservation Act	238	87
Water District	-	-
Personal Property	-	1,696
Motor Vehicle Excise	6,495	4,569
 <u>2000-2014</u>		
Real Estate	-	2,400
Community Preservation Act	-	-
Water District	-	-
Personal Property	-	354
Motor Vehicle Excise	1,263	30,907
 TOTALS	 32,424,424	 542,257

(a) Net of refunds

Other Selected Tax Collector Data:

Payments In Lieu of Taxes Collected	225,690
Demands, Interest, Fees Collected	63,979
Tax Title Collections	151,380
Tax Deferral Collections	12,855
Scholarship Donations Collected	4,140
Electric Liens Collected	2,130
Tax Title Account Balances	554,160
Taxes in Deferral Balances	165,842
Tax Possessions Balances	44,258

Note: All tax receivable accounts are reconciled with the Town Accountant and the general ledger on a monthly basis. All accounts are audited on an annual basis by an independent certified public accounting firm, without exception.

VETERANS' SERVICE OFFICER

Robert Johnson, Veterans' Service Officer

Office Hours: Mon. 9am-12pm, Wed. 6pm-9pm & Fri. 10am-12pm or by Appointment

Legion Hall, 75 Hollis Street, Groton, MA

(978) 448-1175 veteran@townofgroton.org

The Veterans' Services Officer (VSO) function continues to support the Town's veterans and their families and this year matched 2016 as one of the busiest years since I started as your VSO in 2007. 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. 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.

I continue to work on outreach to Groton's veteran community in addition to my regular office hours. I regularly attend the Veterans' Breakfast held at the Groton Senior Center the first Thursday of every month at 10 AM [September through May]. This provides an opportunity for me to meet with individual veterans who attend the breakfast and also to present information to all attendees. I also spoke at a Groton Women's Club meeting and participated in a number of veterans-related activities in Groton this year.



Photo by Jeff Demers

In a typical week I will serve ten to fifteen people through phone calls, e-mails, and face-to-face meetings, but many weeks are much busier. One area that is formally tracked is Chapter 115 benefits cases and I started the year with four open cases with benefits being paid to veterans and widows, although one case was transferred to another community mid-year. By far the most active area I work on is benefits for our most senior veterans (World War II and Korea) with many requests from their families for help with covering the costs of assisted living and nursing home care. There are as many as a dozen of these cases in process at any given time and as soon as one is resolved, another

family contacts me. I also continue to see a significant increase in the number of Viet Nam era veterans asking about benefits that may be available to them as they approach and/or begin their retirement. The result is that a majority of my time is now spent helping residents with claims to the Veterans' Administration (VA) for disability compensation, VA pensions for senior veterans and their widows, and requests for military grave markers.

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, 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.

Respectfully submitted,

Robert Johnson
Veterans' Services Officer

ZONING BOARD OF APPEALS

Margot Hammer, ZBA Office Assistant

Wednesday Meetings as posted

Tues – Thurs 10am -3pm

(978) 448-1121 Fax: (978) 448-1113

zoning@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.

The Zoning Board of Appeals met 7 times to consider 11 applications in 2017. There were 8 special permit applications that were granted. The special permit applications consisted of alterations of non-conforming structures, a veterinary clinic and home occupation. The variance requests were from setback (one is pending).

- Variances – 3
- Special Permits – 8

Respectfully submitted,

Cynthia Maxwell, Chairman

Mark Mulligan

Jay Prager

Bruce Easom

Stuart Schulman

Jenepher Spencer, Associate

Daniel McLaughlin, Associate

Alberta Erickson, Associate

Margot Hammer, Assistant

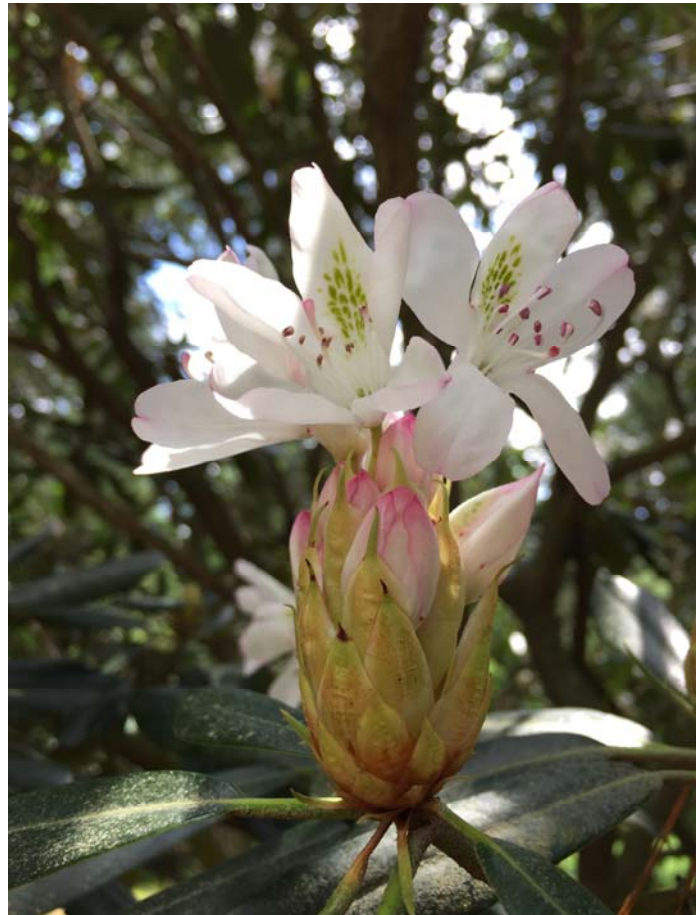


Photo by Grace Remillard

GROTON'S APPOINTED COMMITTEES



Affordable Housing Trust
Cable Advisory Committee
Commission on Accessibility
Community Preservation Committee
Conductorlab Oversight Committee
Graves Registration Officer
Greenway Committee
Historical Commission
Local Cultural Council
Old Burying Ground Commission
Sustainability Commission
Town Forest Committee
Trails Committee
Williams Barn Committee

AFFORDABLE HOUSING TRUST

Fran Stanley, Housing Coordinator
(978) 732-1393

housing@townofgroton.org



The Town of Groton accepted M.G.L. Chapter 44 Section 55C, Municipal Affordable Housing Trust Fund to the Town Bylaws at the 2008 Fall Special Town Meeting. The purpose of the Trust is to provide for the preservation and creation of affordable housing in the Town of Groton for the benefit of low and moderate income households earning up to 125% of area median income as defined by the U.S. Department of Housing and Urban Development. The Town of Groton Affordable Housing Trust was created on November 17, 2010, and the Trust is structured to have at least one member drawn from the Board of Selectmen.

For 2017, the Massachusetts Association of Realtors reported a busy housing market featuring record high prices and record low inventory. Locally, the Groton's housing market was strong, with 35 permits issued in 2017 (a 40% increase over 2016) as well as one or more renovations that converted a single family into a two family. Furthermore, real estate developers made more housing starts within their permitted developments. Three developments, Academy Hill, Boynton Meadows and Reedy Meadow Estates, include seven (7) new affordable homes under construction and being offered for sale to eligible households.

- Academy Hill is a ninety-four (94) home subdivision which is permitted to include ten (10) affordable homeownership units. With six (6) affordable two bedroom homes already built and sold to affordable households, the Academy Hill developers will meet the last of its affordable requirements when it sells the last four (4) affordable homes.
- Boynton Meadows is a mixed use development project at 134 Main Street. The development is producing three affordable homes and the entire project was permitted via local zoning. This infill development preserves the historic character of a prominent property while providing a diverse mix of housing to meet the needs of the Town Center. Two (2) affordable units are already built and sold to affordable households and the third (3rd) affordable unit is under construction now. The Trust continues to monitor its investment in Boynton Meadows and at the conclusion of the project will receive a final audited financial report as per the original terms of the investment. The Trust is looking forward to giving this final audit its careful consideration.
- Reedy Meadow Estates is a subdivision straddling the Pepperell Groton line that will have a total of ten (10) homes in Groton. The Reedy Meadow Estates developer has pulled permits for all of its units which will be three bedroom condominiums featuring both town water and town sewer supplied by the Town of Pepperell. Two (2) of the eight (8) market rate units will be age restricted to households with a family member who is 55 years old or older. When the Reedy Meadow Estates developer has sold the two (2) affordable homes that are presently offered via lottery, then they will have fully met their affordable requirements.

Developers are also exploring the feasibility of new residential construction projects. Depending on the developers' preferences and the zoning selected, there is the prospect of permitting new projects that will have affordable components. Active town involvement through the Housing Partnership, the Groton Housing Authority and the Trust can often shape projects to provide the housing that is most needed in Groton such as rental housing and senior housing. The robust housing market introduces opportunities and the Trust looks forward to engaging in this work.

Respectfully submitted,

Joshua A. Degen, Chair
Fredrick J. Dunn, Treasurer
David A. Wilder, Member

Stuart M. Schulman, Vice Chair
Sheila Julien, Secretary

CABLE ADVISORY COMMITTEE

Bob Colman, Cable Supervisor

(978) 448-3796

info@thegrotonchannel.org

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 stations. The two cable access stations in town are The Groton Channel (Charter 191 and Verizon 40) and Groton's Government Channel (Charter 192 and Verizon 41).

In 2017 the Groton Channel and the Groton Government Channel once again aired over 600 unique, locally produced, shows. These include news stories, as well as talk shows, sporting events, lectures, concerts, cooking shows, music shows, and many more. We also have a number of ongoing shows being made by Groton residents just like you! These include: "Around Town," Book Party!" "Groton Movie Jam," "Groton Gaming," "Senior Center Spotlight," "Tymelines," and others! The Government Channel covers Selectmen's meetings, Town meetings, Planning Board meetings, and other meetings of interest. In addition, the Government Channel displays our Community Bulletin Board while meetings aren't being shown.

Anyone with an Internet connection can watch any of our Groton-produced programs through our website, www.thegrotonchannel.org at anytime from anywhere. We have also expanded our use of Social Media. We are on Facebook, Twitter, and Instagram, and have launched a special Facebook page, "Groton Channel Newsflash," which serves as an online news feed.

The Groton Channel continues to offer inexpensive workshops in Video Production. We are available to help any Groton resident produce their own television program or series, and we can always use more volunteers to help with the programming we already produce. If you have any questions, please email info@thegrotonchannel.org, or call (978) 448-3796.

Cable Advisory Committee:

Jane Bouvier

Neil Colicchio – Vice Chair

Dave Melpignano

Robert Piche

Janet Sheffield – Chair



COMMISSION ON ACCESSIBILITY

Michelle Collette, ADA Coordinator
Meetings 2nd Monday of the month 3:00pm
(978) 448-1111 Fax: (978) 448-1115
mcollette@townofgroton.org

The Commission on Accessibility was established in 1985 when the Town Meeting voted to accept the provisions of Massachusetts General Laws, Chapter 40, Section 8J. As required by State Statute, the Commission must include a majority of people with disabilities, an immediate family member of a person with a disability, and an elected or appointed official. The Commission's purpose is to ensure that people with disabilities are welcome and able to participate in Groton's community life to the fullest extent possible. The Commission works closely with the Building Commissioner who reviews and enforces the Architectural Access Board Regulations, 521 CMR.

The Commission continued to work on the implementation of the Parks, Playgrounds, and Open Space Self-Evaluation/Transition Plan, prepared by the Northeast Independent Living Program in 2015. The Commission thanks the Board of Selectmen, the Community Preservation Committee, the Park Commission, the Conservation Commission, the Trails Committee and the Williams Barn Committee for their continued assistance with the project. The Commission extends special appreciation to the DPW Director and staff for the physical implementation of the recommendations.

The 2017 Spring Town Meeting approved a warrant article submitted by the Commission to accept Massachusetts General Laws, Chapter 40, Section 22G, to allocate all funds received from fines assessed for violations of handicap parking to the Commission on Accessibility.

The Commission is saddened by the death of member Emil Rechsteiner who served from 2011 – 2017 as a strong advocate for people with disabilities. The Commission welcomes new members William Barron and Carol Ann Sutton.

The Commission continues to consider and resolve accessibility issues in accordance with the Town's ADA Policy adopted by the Board of Selectmen. Concerns on accessibility issues should be directed to the ADA Coordinator by contacting the Town Manager's office.

Respectfully submitted,

Ellen Baxendale Chairman
Robert Fleischer
Carol Ann Sutton
Anna Vega



Photo by Jeff Demers

William Barron
Mark Shack
Alan Taylor
Michelle Collette, ADA Coordinator

COMMUNITY PRESERVATION COMMITTEE

Meetings: 2nd and 4th Mondays of the Month
(978) 448-1140 Fax: (978) 448-1113
communitypreservation@townofgroton.org

The Community Preservation Act, MGL Chapter 44b (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 on real estate tax. The Department of Revenue distributes a state match each November from the statewide Community Preservation Trust 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, Park Commission, Planning Board, Conservation Commission and two members at large that are 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 (see CPC page at 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 a combined \$863,075 in funds from the local surcharge, state fund match, and interest during FY 2017. We expect \$711,963 including the state match of \$161,963 in FY 2018.

CPC Projects Closed Out in 2017

- Town Basketball Courts - To repair basketball courts at Town Field and Cutler Field - CPC Request \$109,000.
- Milestone Restoration -To repair twenty (20) historic granite mile markers throughout the Town. - CPC Request: \$23,000.

Ongoing CPC Projects

- Surrenden Farm Land Purchase - Town of Groton purchase funds acquired by CPC bonding with annual debt service through FY 2021 - 2017 CPC request: \$480,000.
- Old Groton Meetinghouse - To make structural repairs and restorations to the historic building - CPC Request \$203,333.
- Groton Housing Coordinator Salary - To create and retain affordable housing. - CPC Request: \$43,506
- Milestone Engraving - To continue historic mile marker restoration with resetting, etching and cleaning. - CPC Request: \$17,000.
- GHC Monuments Restoration - To repair fifty-six (56) historic commemorative monuments throughout the Town. - CPC Request: \$38,000.
- Williams Barn - To repair and stabilize the north foundation wall. - CPC Request: \$45,000.
- Friends of Prescott - Fire suppression improvement and handicapped improvements to the Prescott School. - CPC Request: \$165,071
- Prescott School Restoration - Installation of automatic sprinkler system. - CPC Request: \$42,350

- National Register, Old Meeting House - National Register Nomination - CPC Request: \$7,800.
- Groton Library Building - Assessment of building repairs to Groton Library - CPC Request: \$5,000.
- Groton Library Entrance - To replace inner vestibule doors - CPC Request: \$15,000.
- Baddacook Pond Restoration - Environmentally restore Baddacook Pond - \$200,000.

Respectfully submitted,

Representing Conservation Commission: Bruce Easom
 Representing Park Commission: Timothy Siok
 Representing Historic Commission: Bob DeGroot

Representing Housing Authority: Dan Emerson
 Representing Planning Board: Carolyn Perkins
 Members at Large: Michael Roberts and Richard Hewitt



Surrenden Farm
 Photos by Jeff Demers



CONDUCTORLAB OVERSIGHT COMMITTEE

Current Members: Michelle Collette, Mark Deuger, Robert Hanninen, Susan Horowitz, Stuart Schulman

Background: The Conductorlab facility operated between 1958 and 1985 and is located at 430 Main Street east of the railroad bridge. In 1985, the town learned that the facility operator had buried toxic or hazardous chemicals on the property. In the following months, due to contamination, private water supply wells located down-gradient from the site on Main, Arlington and Mill Streets, and Gratuity Road were shut down and town water was extended throughout the area. By this time the original company had been sold and passed through several different parent companies. The previous owners are by law “Responsible Parties” and are subject to state regulatory liability as interpreted and enforced by the Massachusetts Department of Environmental Protection (MassDEP). The current owner/Responsible Party is Honeywell International, Inc.

In 1996, a Class C Response Action Outcome (RAO) documenting a “Temporary Solution” was implemented at the site in accordance with the governing state regulation known as the Massachusetts Contingency Plan (MCP). Under the MCP, a “Permanent Solution” can only be 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 present, a Temporary Solution has been implemented, because a condition of No Significant Risk has not yet been demonstrated for all receptors, specifically for construction workers who might come into contact with soil and/or groundwater at the site. However, more importantly, a condition of No Significant Risk has been demonstrated for down-gradient neighboring residents in off-property areas and for trespassers to the site. Honeywell continues remedial activities in an effort to achieve a Permanent Solution and Regulatory Site Closure. We anticipate that a Permanent Solution will include permitted and restricted land uses to be described in permanent Activity and Use Limitations (AUL).

Activities in 2017: In 2009, Honeywell and AMEC Foster Wheeler, its Licensed Site Professional (LSP), implemented in situ chemical oxidation (ISCO) treatment for trichloroethylene (TCE), the primary Contaminant of Concern (COC), in groundwater at the site. The ISCO remedy involved injection of peroxide treatment chemicals into the subsurface to break down the TCE and related organic compounds. Following the September 2009 ISCO injection event, groundwater monitoring data indicated an increase in hexavalent chromium (Cr+6) concentrations, which was found to be a result of the ISCO treatment. To control migration of hexavalent chromium (Cr+6) impacted groundwater at the site, the groundwater recovery and treatment system as reactivated and treated groundwater was re-circulated into the ISCO system infiltration trenches at the rear of the site, as approved by MassDEP. The hexavalent chromium was also treated in situ by injection of a sodium metabisulfite reducing solution. Operation of the treatment system concluded in March 2013 and the on-site building was demolished in 2017. To demonstrate that groundwater poses no significant risk of harm to human health and the environment, the MCP requires four consecutive quarterly rounds of sampling where TCE and hexavalent chromium (Cr+6) concentrations are lower than the applicable regulatory standards. Quarterly groundwater monitoring data obtained throughout 2014-2017 indicated that average TCE and hexavalent chromium (Cr+6) concentrations were lower than applicable Upper Concentration Limits (UCLs) described in the MCP; however, some on-site monitoring wells and a few surface water samples still, on occasion, exceed applicable GW-2 standards for Cr+6. (GW-2 regulatory standards are 5ppb TCE and 300ppm Cr+6.) This year: (1) Honeywell representatives propose a targeted remediation in 2018 to eliminate the source of the high Cr+6 levels in off property stream water samples. (2) Honeywell expects to show a demonstrated condition of No Significant Risk. (3) Honeywell then will complete a Method III Risk Characterization and a Stage II Ecological Risk Assessment to show that a condition of No Significant Risk has been achieved which supports a Permanent Solution Statement with Conditions to replace the RAO. (4) An Activity and Use land use Limitations (AUL) document will be drafted, (5) reviewed, and (6) will be recorded on the property deed. The Committee will request of the Town Manager and Selectmen procedures for review of all closure related documents. The Committee will continue to meet with Honeywell and AMEC/Foster Wheeler representatives to review ongoing monitoring data and site closure documents. Honeywell anticipates achieving closure in 2018 after demonstrating the No Significant Risk condition. After closure Honeywell will market the property with appropriate use limitations (AUL).

GRAVES REGISTRATION OFFICER

I am responsible for placing the American Flags on the graves of all the Veterans buried in the Groton Cemetery and the Old Burying Ground. As each Veteran is interred in the Groton Cemetery, I place a flag with a flag holder designating which war he was in or peacetime service.

This year in 2017, there were eight Veterans laid to rest in the Groton Cemetery:

- | | |
|-----------------------|---------------------------|
| • Arthur G. Slade | Army, Peacetime 1956-1958 |
| • Daniel F. Sherwin | Army, Korea |
| • Robert Ryan | Army, Peacetime 1981-1982 |
| • Richard Washington | Air Force, Vietnam |
| • John R. Nostrom | Air Force, Korea |
| • Robert F. McGrath | Army, World War II |
| • Robert J. Cady | Army, Korea |
| • Daniel C. Wilkerson | Army, Korea |

Remember WWI? It was fought 100 years ago in 1917. Here are a few photographs from not so long ago.

Every spring, Groton comes alive with so many Patriotic flags all over town; in both cemeteries and all town commons. All summer, they show their beauty and stay until after Veteran's Day, November 11th. Let's remember the end of World War I; the Eleventh Month, the Eleventh Day and the Eleventh Hour.

Respectfully submitted,
Deborah Beal Normandin



Laurence W. Gay, HQ 101st Field Artillery
Dorothy Gay's Uncle



Leroy E. Johnson, Co. B 101st Engineers
Leroy E. Johnson, Jr.'s Father



Charles Eli Collier, 303 Field RMT
Isabel Collier's Father and Deborah Beal
Normandin's Grandfather

GREENWAY COMMITTEE

The Groton Greenway Committee is an advisory committee created in 1989 to protect river and stream corridors in Groton, particularly along the Nashua and Squannacook Rivers for water quality, natural flood control, wildlife habitat, wildlife corridors, and recreational trail connections. The Committee seeks to raise awareness of Groton's river corridors and educate and invite townspeople to use and enjoy our rivers.

Groton Greenway Mission

- Continue to increase the protection of the Nashua and Squannacook River Greenways.
- Educate, raise awareness, and invite townspeople to use and enjoy the river in a sustainable manner.
- Promote outdoor recreational usage and provide stewardship for the greenways.

Activities during the Calendar Year 2017

- Held the 2017 Nashua River Festival which included acts such as the Pebble Bottom River Kids, Native American dancing and the crowd favorite cardboard canoe races.
- Participated in the annual spring water chestnut hand pull with the NRWA and Nashoba Paddler on the Nashua River.
- Continued to work with the Groton Sustainability Commission and the New England Forestry Foundation to create a milkweed garden for Monarch Butterflies near the Nashua River.
- Improved accessibility to Fitch's Bridge for wheelchair use in accordance with ADA standards.
- Provided information to assist in the National Park Service study of reaches of the Nashua River, Squannacook River, and Nissitissit River for national designation consideration under the National Wild and Scenic Rivers Act.

Goals for the calendar Year 2018

- Hold 2018 River Festival on June 10 at the Petapawag Boat Launch
<https://www.facebook.com/GrotonGreenwayRiverFestival/>
- Continue dialog with landowners on protecting riverfront property.
- Continue to provide guidance on operations and maintenance of Fitch's Bridge.
- Investigate management opportunities for the Nod Road parcel along the Nashua River.
- Recruit additional volunteers for the 2018 River Festival and pursue donation funds and other sources of funding to sustain the River Festival tradition.
- Investigate and pursue opportunities for conservation education and outdoor recreational opportunities along the Nashua River corridor. Continue to assist in the National Wild and Scenic River Act study of Nashua River and tributaries.

Respectfully,

The Groton Greenway Committee
Adam Burnett, Chair
Carol Coutrier
Carole Greenfield
David Pitkin
Marion Stoddart



Photo by Charlene Legge

HISTORICAL COMMISSION

The Historical Commission in 2017 was chaired by Bob DeGroot with Michael LaTerz as Secretary. Members include Allen King, George Wheatley, Michael Danti and Paul Keen. The committee meets on the second Tuesday of each month. We have two open positions at this time.

- The Demolition Delay Bylaw continues to be reviewed by the committee. Amendments are currently being considered.
- The Historic Commission did not file any additional CPA applications for FY 2019-2020. We have successfully completed our FY 2015-2016 CPA project which is focused on the continued restoration of the 27 Mile Markers and 5 Colonial Mile Markers. These 27 mile markers were originally installed throughout Groton in 1902/1903. The colonial mile markers were installed in the late 1700's and early 1800's. This project was successfully planned and executed by Michael Roberts. *(see pictures below)*
- Our FY 2016-2017 CPA application for the restoration of Groton Historic Monuments was kicked off in late calendar 2016 and was completed during calendar 2017. It was organized and led by Michael Roberts.
- The committee has communicated w Gary Shepherd regarding the on going development of the former Prescott property on Old Ayer Road. The two parties have agreed that 170 Old Ayer Road is not a candidate for demolition at this time.
- The committee is working with the Unitarian Church to develop a National Register nomination for The Old Meeting House. Town Meeting April 2017 approved the CPA application to fund this project.

2017 was a busy year for the Historic Commission. The committee continues to work with the Town to implement and enhance policies and procedures to ensure the rich heritage and culture of Groton is documented and preserved. Looking ahead to 2018, there will be no shortage of opportunities for the committee to continue its efforts to preserve the historic assets of Groton.



LOCAL CULTURAL COUNCIL

For the year 2017, the State of Massachusetts awarded \$4,600 in funds to the Groton Local Cultural Council for distribution through the Massachusetts Cultural Council. Twenty-one applications totaling \$10,250 in grant requests were reviewed, and fifteen applications were granted all or a portion of the amount requested. These individuals/groups include:

Applicant	Project Title	Decision
Kathy Shelp	Irish Voices	\$300
Nashoba Valley Chorale	"Thus We Sing"	\$350
Janet Applefield	Combatting Hate and Prejudice	\$350
Jon Swift	Barefoot In The Park/Dunstable Theatre	\$500
John Root	Songbirds of the Northeast	\$250
The Sizer Foundation, Inc	She Kills Monsters Theater Production	\$100
Linda Hoffman	Plein Air Poetry Chapbook 2018	\$150
Nashua River Watershed Assoc	Sustainable Living	\$350
Nashoba Valley Concert Band	NVCB Concert in Groton	\$250
Fitchburg Art Museum	83rd Regional Exhibition of Art & Craft	\$250
Anna Eliot	Groton Civil Discourse Project	\$400
Groton Historical Society	Edmund Tarbell Painting Conservation	\$400
Indian Hill Music Inc.	Bach's Lunch Concert Series	\$400
ArtsNashoba	Autism/Special Needs Opportunities	\$300
Peter Carson	Groton Greenway River Festival	\$400

Groton Cultural Council considers the following priorities when reviewing grants:

1. Who or what organization is sponsoring the grant, particularly in the case of an individual's application
2. Whether the proposal has broad appeal
3. How the activity will benefit the Town of Groton
4. What are the administrative costs related to the proposal?
5. Is the artist or sponsor a local person or organization?

2017 saw a change in membership and leadership of the Council. Pat Lawrence, Monica Hinojos, and Gretchen Hummon retired from the council. Cathy Dulaney and Dave Zeiler were appointed as new members this year. Current membership for the coming year include:

Chair: Cathy Dulaney
Secretary: Dina Mordeno
Treasurer: Karen Riggert
Mary Athey Jennings
John Weisner
Dave Zeiler
Susan Randazzo Schulman
John Wiesner
Student Rep: Jessie Trainor

The Council met January 11, 2018 to finalize decisions on grants for the 2018 year. The annual report was filed with the Massachusetts Cultural Council on January 12, 2018 and can be found at www.mass-culture.org.

Respectfully submitted

Karen Riggert, GCC Treasurer

OLD BURYING GROUND COMMISSION

The Old Burying Ground continued to be a valuable historical resource in 2017. Visitors and online researchers, from various parts of the United States, continued to trace their lineage back to Groton.

First time visitors are always impressed with the level of conservation and upkeep of the headstones and grounds.

Karl Farnsworth who visited from Utah, was amazed to be able to trace his family back an additional seven hundred years, based on information he found at the Old Burying Ground!

In June three headstones were reset, Lt. Benjamin Lawrence (died 1807 age 87), Benjamin Hewes (died 1844 age 2 months), and William Henry (died 1826 age 18 months). The resetting of the headstones was done by Garside Monument Company.

Also in June, Old Burying Ground Commissioner Eleanor Gavazzi conducted the annual Old Burying Ground tours for the Groton Dunstable Regional Middle School's fifth grade students. These tours were designed to complement curriculum that the students study about the American Revolution. The students were very interested to learn about how politically active Groton was during the Revolution.

In July, it was necessary to contact the Massachusetts Department of Conservation and Recreation for advice. We had never had an instance of individuals using metal detectors within the Old Burying Ground before. However, upon closer examination the commissioners discovered evidence of this activity throughout the grounds. It was urgent to get the correct status on the law prohibiting such activity within the Old Burying Grounds.

State Archaeologist, Ellen Berkland, RPA, informed us that it was against the law to use metal detectors in any burial location within Massachusetts. "Massachusetts General Law, Chapter 9, Section 27C, prohibits metal detectors, and is punishable by fine and /or imprisonment." A number of coffin nails were discovered, that had been dug up, and a police report was filed with the Groton Police Department. It is important that we remember and respect the nature of the Old Burying Ground.

In September the repaired bronze marker at Sampson Woods's tomb was reinstalled. Commissioners were also pleased to see how clean the Old Burying Ground was after Grotonfest. Thank you, we appreciate the consideration shown to this space during the festivities. Also, a large, dead, pine tree was removed from the Old Burying Ground by Mead Tree Services.

In October, amazingly, despite the fall of a dead tree, Shadrach and Sarah Bardeen's headstones (quadrant 2) remained undamaged in the wind storm of October 30, 2017. Thus attesting to the rugged nature of the individuals buried within the Old Burying Ground!

In December the most recent Revolutionary War soldier to be recognized was Ephraim Nutting (died 1797 age 91) in quadrant three. His descendent provided the Old Burying Ground Commission with proof of his military service. His grave will now receive a flag every Memorial Day, and a service marker, which will be left in place at his gravesite year long.

We look forward to another year of shared research, interest, and conservation within the Old Burying Ground!

Respectfully submitted,
Eleanor Gavazzi
Amanda Gavazzi
Kenneth Lefebvre
Old Burying Ground Commissioners

SUSTAINABILITY COMMISSION

“Community Sustainability is the commitment to adopt practices that support and balance the social, economic and environmental aspects of our region, now and into our future.”

Groton Sustainability Commission, winter 2010

In 2008 the Board of Selectmen established a Sustainability Commission and appointed nine members. In 2012 the Commission continued its role in information gathering and developing connections with other boards, commissions and organizations in town. A key feature of 2012 was the completion of our responsibilities within the Master Plan development process. As a result, sustainability has become an integral component of each chapter of Groton’s new Master Plan.

Progress has been made toward our goal of becoming a more sustainable community by continuing to move forward on our initiatives. A description of our work over the last year follows.

Pollinator Protection Initiative

It is crucial that we take action to help pollinators survive because they are necessary for the health of our environment. There is currently a critical need for pollinator habitat. Our pollinator habitat creation and restoration work, both on town and private properties in Groton, supports healthy, sustainable pollination.

Our largest project is the monarch butterfly breeding habitat at Groton Place. These pollinators are on the brink of extinction and require milkweed to reproduce. Milkweed is their only host plant. Our work has included vegetation removal and soil preparation needed for planting a milkweed meadow there this year.

We are continuing to maintain the pollinator habitat that we built at the Groton COA. Many plants were lost there during the extreme drought and mandatory water ban in West Groton. These plants were replaced and the habitat is now thriving.

A wildflower garden was planted bordering the west side of Townsend Road in West Groton. The flowering species support pollinators and the garden will be aesthetically pleasing to drivers and people passing by. Additional planting is planned for this year.

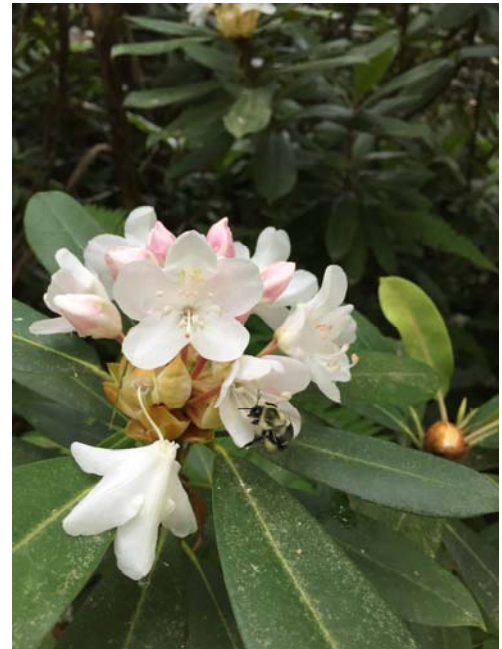


Photo by Grace Remillard

Climate Change Adaptation Initiative

The Climate Change Adaptation Report was completed and will be distributed to the appropriate town departments in the near future.

River and Stream Infrastructure and Bank Erosion Initiative

There is concern about the erosion to the Squannacook and Nashua riverbanks along the course of these rivers in Groton. This has been caused by an intensity and frequency in storms and flooding in the region. This needs remediation or the Nashua River will start flowing down Rte 225 in 10 – 20 years. A letter has been written describing the problem.

Support for Agriculture Initiative

We have worked with the Agriculture Commission to offer assistance to farmers filling out the Town’s various permit application forms.

TOWN FOREST COMMITTEE



The Groton Town Forest is an approximately 513 acre parcel located in West Groton on the banks of the Nashua River, designated as such on April 7, 1922 and one of the first in the state. This land is a managed forest and different areas are harvested periodically. The most recent harvest was in 2012 along either side of Town Forest Road.

The 20th Annual Town Forest Trails Race was held in the Town Forest this year and The Northbridge Hounds of Concord, Massachusetts held a few mock fox hunts.

The Eagle Scout project, by West Groton Boy Scout Patrick Daly, to replace the sign and erect a kiosk at the entrance to the Forest was completed. Patrick also coordinated the replacement of some road signs in the forest that had deteriorated over the years. Our thanks to Patrick and congratulations on becoming an Eagle Scout.

Mass Wildlife completed treatment of Japanese Knotweed which was approved in 2016.

The committee voted to name a trail in the forest in honor of the service and contributions by Mr. Richard M. Bissell, to be completed in the spring.

Fire roads within the forest were kept clear of downed trees, and trails were maintained with the assistance of the Trails Committee.

The Forest provides an area for multiple passive recreational uses. Please note 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.

Motor vehicle use of all types is prohibited.

The cutting of trails, building bridges and jumps is prohibited as is the raking or leaf blowing of existing trails.

Hunting is allowed and anyone using the Forest should be aware of the season and take necessary precautions. Dogs should be on leash during hunting season.

PLEASE-NO DUMPING
CARRY-IN, CARRY-OUT

Stephen L. Babin, Chairman
John P. Sheedy, Vice Chairman
Carter Branigan, Clerk



Town Forest
Pictures Courtesy of the
Trails Committee

TRAILS COMMITTEE

During 2017, a total of **36 volunteers**, including regular Groton Trails Committee (GTC) members, assisted with our trail maintenance projects. A total of 426 person-hours of effort was expended, with 37 % of this by the supervised volunteers.

The GTC engaged in over 165 different projects, including mowing and clearing of storm damage debris during the year. Some of the larger projects included putting in a new connecting trail at Wattles Pond Conservation Area and leveling a trail in the Groton Woods Conservation Area by making a bench cut several hundred feet long.

This year was notable for the participation of five Boy Scouts who did projects for Eagle Rank, with help from, and coordination by the GTC. They were:

- Bryan Bonnet - built a sturdy and transportable display unit for the GTC;
- Eric Huber - installed trail markers on Shepley Hills trails;
- Will Hughson - built a bridge and two long bog bridges on a main trail in The Throne;
- Zach Miller - replaced and installed trailhead posts at 15 locations in town;
- Jeremy Sickles - built a bridge on the Groton Water Department's Whitney Pond parcel near Amanda's Way, and re-routed a wet trail to drier land.



Photo by Grace Remillard
Tree at Groton Place

The GTC led ten public guided hikes with a total of 115 participants. Some of these events were co-sponsored with the Appalachian Mountain Club. The events were held during all seasons of the year.

The GTC undertook a new initiative to install directional signs at strategic intersections in larger, more complicated conservation parcels. The signs provide directions and mileages to other nearby destinations. The first project completed was in the Williams Barn and Cox-Walker conservation areas. Based on the positive feedback received, the GTC plans to continue this project in the future.

The GTC planned and acquired, with cost-sharing from the Conservation Commission, three sets of new trail crossing signs on Chicopee Row (Williams Barn vicinity), and on West Main Street at Newell's Crossing near the Senior Center. The Committee thanks the Department of Public Works for installing the signs in the spring.

The GTC undertook a major updating of the www.grotontrails.org website. Parcel descriptions and parking information were improved, a new set of 20 downloadable printable maps were created, and new photos were attached to parcel descriptions. GDRHS student Grace Remillard assisted with much of this work.

The GTC offered two hiking activities ("Bird Walk" and "Footprints of the Glaciers") that were part of the "Hidden Treasures" events in May, coordinated by the Freedom's Way Heritage Association (FWHA), headquartered in Devens, MA. This is the second year the GTC has participated in the "Hidden Treasures" program. FWHA connects 45 communities of the Heritage Area (west to Winchendon, north to Amherst, NH, east to Lexington, and south to Sterling) through preservation, conservation, and educational initiatives to encourage residents and visitors to explore the area's landscape, history and culture.

The GTC hosted the 3rd Annual Groton Conservation Forum at Lawrence Academy in February. David Black, noted biologist on the Groton School faculty, was the guest speaker.

The GTC was represented on Groton's Complete Streets Committee, which was successful in obtaining a state grant of \$340,000 for construction and materials purchases for four projects this year. These projects will improve the safety and ease of movement of pedestrians, bicyclists and equestrians on roads and sidewalks around town.

Four members attended the Massachusetts (statewide) Trails Conference in Leominster in November. Paul Funch and Olin Lathrop, made presentations.

The GTC participated in the Annual River Festival celebration at the Petapawag site on the Nashua River on June 1st and manned a booth; it also manned a booth at Grotonfest in September, meeting with many interested members of the public; the GTC also assisted the Squannacook River Runners in their operation of the 20th Annual Groton Town Forest Trail Races in October, in which many Groton citizens participate.

Wendy Good and Emma Newman resigned from the GTC this year. We will miss them, and their contributions to the GTC. Wendy Good was one of three remaining original members appointed to the Committee when it was formed in 1998. Her accomplishments were many, but she will be most remembered for her representation of Groton's equestrian community in GTC affairs for 19 years, and the unique perspective she was able to provide to the GTC over these years.

New members joining the GTC this year were Darcy Schultz and Bob Ordemann.

Respectfully submitted,
Paul Funch, Chair
Dave Burnham
Olin Lathrop, Vice Chair
Steve Legge

Wanfang Murray
Tim Newman, Clerk
Bob Ordemann
Dan Patnaude

Jim Peregoy
Jason Remillard
Darcy Schultz



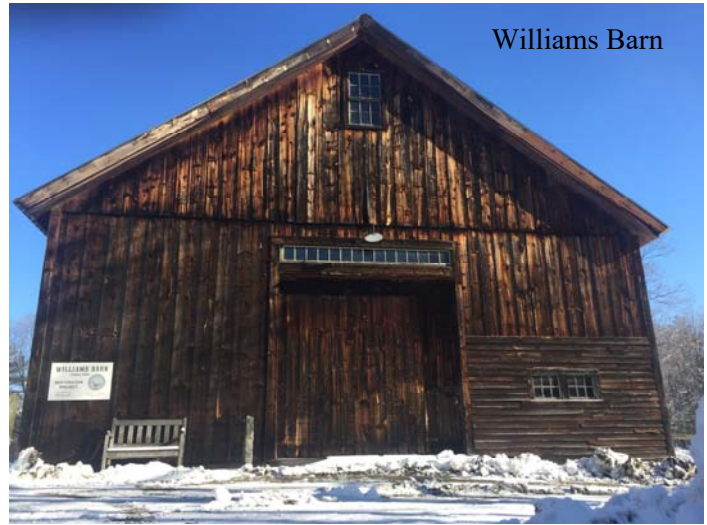
Photo by Charlene Legge
Accessible Trail, View from Picnic Area
Heron can be seen in the middle of the grassy area

WILLIAMS BARN COMMITTEE

The Mission of the Williams Barn Committee is: to preserve and maintain the integrity of the Williams Barn as provided in the agreement with Massachusetts Historical Commission; to establish a learning center for education in the areas of conservation, environmental studies, agricultural history, barn architecture and local history; to encourage such other uses of the Barn as may be of benefit to the community, including fund raising and to cooperate with the conservation Commission with respect to the use of the surrounding conservation land and trails.

In 2017, the Williams Barn Committee hosted:

Third Grade Field Trips were held in conjunction with the Groton Women's Club. All third graders from Prescott School and Swallow Union enjoyed a field trip on June 5th and 7th to explore childhood on a farm in nineteenth century Groton. Students were greeted by Leo Wyatt, a 12th generation Williams, churned butter, designed a quilt, played 19th century children's games and learned hands on Timber Framing from craftsmen Uwe Tobies a Cooper Johnathan Snaith taught barrel making. Also, Celia Silinonte and the women's club made possible, a visit to the little Chicopee/Sawtelle school house, it was a huge hit. Many of the Williams went to this school.



Williams Barn

Farmers Market at the Williams Barn were held on Fridays from 3-7pm and ran from July 7- October 6 at the back of the Barn area. The Market offered live music supported by the Town of Groton Lecture Funds. Artists included, Kenny Selcer, Dick Baummer Nancy Beaudette and John Niemoller, a seasonal lineup can be found at www.grotonfarmersmarket.org. The WBC hosted a Thanksgiving/Holiday Market on Saturday, Nov. 18. It included many local farmers, crafts people and drawings for local food and restaurants. It was a huge success.

Social Media Internship Lori Brackett, a student at NMCC was awarded a grant from the Pete Bertozzi Trust to help WBC with social media and our day to day operations. Lori did a great job and her addition of Instagram has been instrumental.

Winter Greens Sale at Williams Barn was December 2. It continues to be a huge success for the Groton Woman's Club! All proceeds go to scholarships for GDRSS including the Pat Hallet Trust.

The Nashua River Watershed Association Held two educational classes for children, in July. They studied, ecosystems of the local woods and nature in general.

Groton Conservation Trust / The Owl Program was September 30 and was a huge hit. The public enjoyed being educated about local owls.

Williams Barn Committee:

Leo Wyatt, Al Wyatt, Kathy Stone, Sandra Tobies, Joe Twomey, Bob Kniffin and Bruce Easom

APPENDIX



Spring Town Meeting Warrant/Minutes

April 24, 2017

Fall Town Meeting Warrant/Minutes

October 23, 2017

Election Results

May 16, 2017 Annual Town Election Results

Town Accountant Financials

MINUTES

TOWN OF GROTON



2017 SPRING TOWN MEETING

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

Beginning Monday, April 24, 2017 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

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



Town Meeting Access for Voters with Disabilities

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

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

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

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

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

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

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

**SPRING TOWN MEETING MINUTES
APRIL 24, 2017**

Town Moderator:

Jason Kauppi

Deputy Moderator

Robert L. Gosselin, Sr.

Board of Selectmen:

Peter S. Cunningham
Joshua A. Degen, Vice-Chair
Anna Eliot
Jack G. Petropoulos, Chair
Barry A. Pease, Clerk

Finance Committee:

Lorraine Leonard
Gary Green, Chairman
Arthur Prest
Robert Hargraves, Vice-Chair
David Manugian
Bud Robertson

Town Manager:

Mark W. Haddad
Dawn Dunbar, Executive Assistant

Town Clerk:

Michael F. Bouchard

The meeting was called to order at 7:02 PM. Mr. Jason Kauppi presided as Moderator. 227 attendees were present at 7:02. Later in the first session of the meeting, 443 voters were in attendance.

Mr. Kauppi asked for a moment of silence in memory of recent passings in the Groton community.

Mr. Robert Johnson, Groton's Veterans Services Agent for 20 years, led the Meeting in a Pledge of Allegiance.

Mr. Kauppi announced logistics for the Memorial Day Parade.

Selectman Barry Pease announced the success of Groton's Destination Imagination team, winning a trip to the National tournament, and a "Go-Fund-Me" page to support the trip.

Mr. Manugian announced the availability of several versions of the Groton Charter with revisions to be discussed later in the Town Meeting.

Mr. Kauppi announced that the Annual Town Election would be held May 16, 2017 and a Candidates Night on May 4.

Town Manager Mark Haddad read a proclamation honoring retiring Selectman Peter Cunningham. Peter has served as a Selectmen for 21 years, and on numerous boards and committees, for a total service to the Town of 32 years. April 24, 2017 was proclaimed Peter S. Cunningham Day.

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Town Clerk Michael Bouchard administered the oath of office to Deputy Moderator Robert L. Gosselin, who was chosen by unanimous consent of the Meeting.

The Moderator deemed that the warrant was duly posted and asked for a motion to waive the reading of the warrant. The motion was passed by a majority vote.

A MOTION was offered to limit debate to three minutes, expect for the main proponents and opponents of an article and at the discretion of the moderator.

Moved and Seconded

Quantum of vote: 2/3rds Majority

Vote: Passed by a 2/3 Majority

Mover: Michelle Collette

I move that debate be limited to three (3) minutes for each speaker, with the exception of the main proponent and opponent of each article, and at the discretion of the Moderator.

Moved and Seconded

Quantum of Town Meeting Vote Required: 2/3rds Majority

Vote on Motion to Limit Debate: Passed by 2/3rds Majority

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-fourth day of April, 2017 at Seven O'clock in the evening, to consider all business other than the election of Town Officers and on the sixteenth day of May, 2017 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-Dunstable Regional School Committee	1 Year
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

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Vote for Two	Trustees of the Groton Public Library	3 Years
Vote for One	Water Commission	3 Years

QUESTION 1:

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase land on Farmers Row owned by the Lawrence Homestead Trust to locate a new Senior Center?

Yes ___ No ___

QUESTION 2:

Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, or design and construction bidding, of a new Senior Center? Yes ___ No ___

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ARTICLE 1: HEAR REPORTS

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

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

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

Mover: John Petropoulos

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

Moved and Seconded

Quantum of Town Meeting Vote: **Majority**

Report: **Groton Dunstable Regional School Committee**

Vote on Article 1 – Main Motion: **Passed Unanimously**

ARTICLE 2: ELECTED OFFICIALS' COMPENSATION

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To see if the Town will vote to allow the following compensation for the following elected officials: Town Clerk - \$ 80,689; Town Moderator - \$65; for the ensuing year, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

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

Mover: Anna Eliot

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

Town Clerk	\$80,689
Town Moderator	\$ 65

for the ensuing year.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 2 – Main Motion: Passed by Majority Vote

ARTICLE 3: WAGE AND CLASSIFICATION SCHEDULE

To see if the Town will vote to amend and adopt for Fiscal Year 2018 the Town of Groton Wage and Classification schedule as shown in Appendix B of this Warrant, or to take any other action relative thereto.

BOARD OF SELECTMEN TOWN MANAGER

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *This article proposes a wage adjustment of two (2%) percent for FY 2018 for the three (3) employees covered by the Personnel Bylaw. This follows the Supervisors' Union Contract which calls for a two (2%) percent wage adjustment in FY 2018 as well.*

Mover: Joshua Degen

MOTION: I move that the Town vote to amend and adopt for Fiscal Year 2018 the Town of Groton Wage and Classification schedule as shown in Appendix B of the Warrant for the 2017 Spring Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority
Vote on Article 3 – Main Motion: Passed by Majority Vote

ARTICLE 4: FISCAL YEAR 2018 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 (2018), 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 (4 In Favor, 1 Abstain – Petropoulos)
Finance Committee: Recommended Unanimously

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

MOTION 1: GENERAL GOVERNMENT

Mover: Bud Robertson

I move that the Town vote to raise and appropriate the sum of \$1,946,980 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Robertson presented an overview of the entire budget, the Town's budgeting process and an outlook for the next five years.

Vote on Article 4 – Motion 1 General Government: Passed by Unanimous Vote

MOTION 2: LAND USE DEPARTMENTS

Mover: David Manugian

I move that the Town vote to raise and appropriate the sum of \$434,948 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 2 Land Use Departments: Passed by Unanimous Vote

MOTION 3: PROTECTION OF PERSONS & PROPERTY

Mover: Art Prest

I move that the Town vote to appropriate from Emergency Medical Services Receipts Reserved the sum of \$225,000 to Fire & Emergency Medical Services and to raise and appropriate the sum of \$3,547,214 for a total of \$3,772,214 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 3 Protection of Persons and Property:
Passed by Unanimous Vote**

MOTION 4: SCHOOLS

Mover: Robert Hargraves

a.) Nashoba Valley Regional Technical High School

I move that the Town vote to raise and appropriate the sum of \$607,520 for the Nashoba Valley Regional Technical High School as represented by line 1400 in the Budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- The Superintendent of the NVRTHS was present and available to answer questions. No questions were presented.

**Vote on Article 4 – Motion 4a. Nashoba Valley Regional Technical High School :
Passed by Unanimous Vote**

b.) Groton Dunstable Regional School District

MOTION: I move that the Town vote to raise and appropriate the sum of \$20,175,864 for the Groton Dunstable Regional School District for the purposes of Lines 1410 through 1413 in the budget, and as further outlined in the Fiscal Year 2018 budget portion of the Information Packet distributed to voters for this Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Jeff Kubick, Chair GDRSC, presented the budget

**Vote on Article 4 – Motion 4b. Groton Dunstable Regional School District:
Passed by Unanimous Vote**

MOTION 5: DEPARTMENT OF PUBLIC WORKS

Mover: David Manugian

I move that the Town vote to raise and appropriate the sum of \$2,136,809 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 5 DEPARTMENT OF PUBLIC WORKS:
Passed by Unanimous Vote**

MOTION 6: LIBRARY AND CITIZEN'S SERVICES

Mover: Lorraine Leonard

I move that the Town vote to raise and appropriate the sum of \$1,595,272 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 6 LIBRARY AND CITIZEN'S SERVICES:
Passed by Unanimous Vote**

MOTION 7: DEBT SERVICE

Mover: Lorraine Leonard

I move that the Town vote to appropriate from the Excess and Deficiency Fund (Free Cash) the sum of \$132,300 and to raise and appropriate the sum of \$1,332,019 for a total of \$1,464,319 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 7 DEBT SERVICE: Passed by Unanimous Vote

MOTION 8: EMPLOYEE BENEFITS

Mover: Lorraine Leonard

I move that the Town vote to raise and appropriate the sum of \$3,842,510 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.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

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Page 9

Vote on Article 4 – Motion 8 EMPLOYEE BENEFITS: Passed by Majority Vote

MOTION 9: WATER ENTERPRISE

Mover: Art Prest

I move that the Town vote to appropriate from Water Rates and Fees the sum of \$972,365 to the Water Enterprise Fund and to raise and appropriate the sum of \$159,571 in the General Fund Operating Budget to be allocated to the Water Enterprise for Fiscal Year 2018, for a total Water Enterprise budget of \$1,131,936 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- It was asked to explain why this was an increase of 7%. Mr. Gmeiner, Water Commissioner, explained this was a reflection of well upgrade costs and increases in general operating expenses.

Vote on Article 4 – Motion 9 WATER ENTERPRISE: Passed by Majority Vote

MOTION 10: SEWER ENTERPRISE

Mover: Art Prest

I move that the Town vote to transfer from Sewer Enterprise Excess and Deficiency the sum of \$50,903, appropriate from Sewer Rates and Fees the sum of \$620,948 and to raise and appropriate the sum of \$27,989 in the General Fund Operating Budget to be allocated to the Sewer Enterprise for Fiscal Year 2018, for a total Sewer Enterprise budget of \$699,840 to defray all operating expenses, interest charges, and principal payments on bonds outstanding as they accrue and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 10 SEWER ENTERPRISE: Passed by Majority Vote

MOTION 11: LOCAL ACCESS CABLE ENTERPRISE

Mover: Jon Sjoberg

I move that the Town vote to appropriate from Local Access Cable Fees the sum of \$153,065 and to raise and appropriate the sum of \$53,389 in the General Fund Operating Budget to be allocated to the Local Access Cable Enterprise for Fiscal Year 2018 for a total budget of \$206,454 to defray all operating expenses and any reimbursement to the Town.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

**Vote on Article 4 – Motion 11 LOCAL ACCESS CABLE ENTERPRISE:
Passed by Unanimous Vote**

MOTION 12: ELECTRIC LIGHT

Mover: Jon Sjoberg

I move 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 Year 2018 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-.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 4 – Motion 11 LOCAL ACCESS CABLE ENTERPRISE:

Passed by Unanimous Vote

END OF BUDGET MOTIONS

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ARTICLE 5: APPROPRIATE FY 2018 CONTRIBUTION TO THE OPEB TRUST

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20, or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MANAGER**

Board of Selectmen: Recommended (3 In Favor, 2 Against – Degen, Petropoulos)

Finance Committee: Recommended Unanimously

Summary: *The purpose of this article is to fund the Town's OPEB Liability. The Town will be appropriating the amount necessary to cover retirees' health insurance in Fiscal Year 2018. That expense will be paid directly out of the Trust. It is estimated that the FY 2018 cost is approximately \$200,000. This is money that would otherwise be funded in the Health Insurance Line Item of the FY 2018 Operating Budget. In addition, the Town Manager has recommended, and the Finance Committee and Board of Selectmen have agreed, to begin to pay down the OPEB liability by appropriating an additional \$100,000 from the Town's Excess and Deficiency Fund, bringing the total appropriation to \$300,000.*

Mover: Barry Pease

MOTION: I move that the Town vote to transfer from the Excess and Deficiency Fund (Free Cash) the sum of \$100,000 and to transfer the sum of \$200,000 from Line Item 3010 "Health Insurance/Employee Expenses" of the Fiscal Year 2018 Town Operating Budget adopted under Article 4 of the 2017 Spring Town Meeting, for a total of \$300,000, to be expended by the Town

Manager, to be added to the Other Post-Employment Benefits Liability Trust Fund as authorized by Massachusetts General Laws, Chapter 32B, Section 20.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 5 – Main Motion: Passed by Majority Vote

ARTICLE 6: PILOT PROGRAM FOR CALL EMERGENCY MEDICAL TECHNICIANS

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 added to Line Item 1311 “*Fire Department Wages*” of the Fiscal Year 2018 Operating Budget for the purpose of establishing a Pilot Program providing additional compensation as an incentive to sign up for call shifts, and all costs associated and related thereto, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *2 In Favor – Cunningham, Petropoulos, 2 Deferred – Degen, Pease, 1 Abstain – Eliot*
Finance Committee: *Recommended Unanimously*

Summary: *Due to the budgetary constraints the Town is facing in Fiscal Year 2018 and future years, the addition of Full-time Firefighters will be a very difficult proposition. However, the Town needs to take some action in Fiscal Year 2018. To this end, the Fire Chief proposed in his operating budget a \$73,000 line item to provide compensation to Call EMT’s and Officers as an incentive to sign up for call shifts. Under this plan, if an EMT signs up for a shift, he/she will guarantee to be available and will respond to calls should they occur. By offering a financial incentive, it is expected that more EMT’s will cover shifts that are normally difficult to cover. The most difficult shifts to cover are from 6:00 p.m. to 6:00 a.m. on Fridays, Saturdays and Sundays, although this program would target overnight coverage seven days a week. There is a potential that additional revenue from ambulance receipts could lower the cost.*

Mover: Bud Robertson

MOTION: I move that the Town vote to raise and appropriate the sum of \$73,000, to be added to Line Item 1311 “*Fire Department Wages*” of the Fiscal Year 2018 Operating Budget for the purpose of establishing a Pilot Program providing additional compensation as an incentive to sign up for call shifts, and all costs associated and related thereto.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

MOTION TO AMEND Mover: Barry Pease

I move to amend the main motion under Article 6 be deleting the words “raise and appropriate” and inserting in their place the words “transfer from the Excess and Deficiency Fund (Free Cash)”.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Pease believes the program should be funded. When the program was brought before the Board of Selectmen, it was proposed to be funded from Free Cash. The Finance Committee subsequently recommended it be funded in the operating budget. Mr. Pease believes this qualifies as a “free cash” expenditure.
- Mr. Robertson stated that there is no “right” answer as to the source of funds for this article. It is a judgement call. “One time” expenses should be funded with Free Cash. Ongoing expenses should have funds “raised and appropriated”. The sense of the Finance Committee was that this Pilot Program is likely to be ongoing and therefore should be a “levy item” (ed. note: “levy item” indicating an expense incurred in the operating budget and subject to the levy limit.) He is recommending against this amendment.
- Mr. Petropoulos stated that he believed the program should be funded, and the question is “how?”. He believes this to be an operational cost. If the program is successful, it would be a budget item. He recommended against the amendment.

VOTE on the Amendment to Article 6: Defeated

VOTE on Article 6 – Main Motion: Passed by Unanimous Vote

ARTICLE 7: FISCAL YEAR 2018 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, for the purpose of funding the Fiscal Year 2018 Capital Budget as follows:

Item #1 – SCBA Compressor	\$41,000	Fire/EMS
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Summary: *The breathing air compressor currently in use by the Groton Fire Department was originally built in 1976. This compressor was purchased second hand and has undergone several rehabs over the years. Currently, parts are difficult to obtain and firefighters need to fill bottles in the West Groton Station.*

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Item #2 – Intermediate Truck	\$70,000	Highway
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Summary: *This size truck was introduced into the Town’s fleet several years ago to save wear and tear on the dump trucks and pickup trucks by not overloading them. This has worked out very well. They are used almost daily for tasks such as patching and road construction projects right up to plowing roads. They do not have sanders on them, just plows. They take up less room and eliminate the need for a large vehicle, which makes it safer for the employees as well as the motoring public. The vehicle scheduled to be replaced will be 14 years old at the time of replacement.*

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

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

Summary: *This item in the Capital Budget was established six years ago and has been very successful. In Fiscal Year 2018, the following items will be purchased/upgraded with this allocation: Ten (10) new computers; replace aging servers and storage arrays with newer equipment; investment to expand the network and keep equipment and maintenance costs current; and network switch upgrades and increased wireless coverage.*

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

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

Summary: *The Public Safety Dispatch center was recently upgraded and remodeled in FY 2010 with Grant funds obtained by the Town. In order to keep the Public Safety Dispatch Center up to date and current, it is proposed that another update/remodel take place in 2018.*

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

Item #5 – Municipal Building Repairs \$25,000 Town Facilities

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

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

Item #6 – Police Station Parking Lot \$40,000 Town Facilities

Summary: *The parking lot at the Police Station has never been repaved since the original construction almost twenty years ago. The parking lot is breaking apart in several areas. In addition, the brick center around the Flag Pole is beginning to break down and needs to be removed. Relocating the flag pole and paving this section as well will provide a better flow of traffic and additional parking that is sorely needed at the Station.*

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

Item #7 – Trash Trailer \$90,000 Transfer Station

Summary: *In FY 2018, the Highway Department will utilize this funding to refurbish two trailers used to haul trash to meet the demands of the Transfer Station.*

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

Item #8 – Exterior/Parking Lot Lights \$30,000 Library

Summary: *The 5 exterior building wall lights and 11 parking lot lamppost lights were installed in 1999. They are failing. Both an electrician and GELD informed the Library Trustees that the lights could no longer be repaired due to their age, and the Town has been told to expect them to start failing one by one. The first light failed in 2015; 3 more failed in 2016; and now a 5th light is out. This is a safety issue, as there is no other illumination at the rear or sides of the library and it is pitch black without these lights. This funding will be used to replace 16 goosenecks and fixtures.*

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

Item #9 – Police Cruisers \$91,092 Police Department

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

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

Item #10 – All Terrain Vehicles \$18,000 Police Department

Summary: *The Police Department is requesting to replace the current ATV with a two seat multipurpose ATV to the Department's vehicle fleet. An increased demand to patrol the Rail Trail, conservation areas and Station Avenue require additional assets and replacement. The current ATV is a one passenger vehicle with limited equipment carrying capacity.*

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

Item #11 – Boom Sprayer Unit \$6,500 Groton Country Club

Summary: *In FY 2014, the Groton Country Club replaced this essential sprayer that is needed to regularly distribute fertilizer and pesticides over the golf course throughout the entire golf season. This machine enables the Club to use concentrated liquid chemicals which are both much more efficient and cost effective than granular chemicals. The cost of this Unit is \$32,500. The Town financed this purchase with a five (5) year lease to purchase agreement at an annual cost of \$6,500. This payment is the final installment.*

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

Item #12 – Triplex – Greens Mower \$5,100 Groton Country Club

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

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

or to take any other action relative thereto.

TOWN MANAGER

Mover: Joshua Degen

MOTION: I move that the Town vote to transfer the sum of \$415,692 from the Capital Stabilization Fund; transfer the sum of \$41,000 from Emergency Medical Services Receipts Reserved; and transfer the sum of \$60,000 from the Excess and Deficiency Fund (Free Cash); for a total of \$516,692, to be expended by the Town Manager, for the following capital items:

<u>Item</u>	<u>Amount</u>	<u>Department</u>
SCBA Compressor	\$ 41,000	Fire/EMS
Intermediate Truck	\$ 70,000	Highway
IT Infrastructure	\$ 40,000	Town Facilities
Dispatch Center Upgrade	\$ 60,000	Town Facilities
Municipal Building Repairs	\$ 25,000	Town Facilities
Police Station Parking Lot	\$ 40,000	Town Facilities
Trash Trailers	\$ 90,000	Transfer Station
Exterior/Parking Lot Lights	\$ 30,000	Library
Police Cruisers	\$ 91,092	Police Department
All Terrain Vehicles	\$ 18,000	Police Department
Boom Sprayer Unit	\$ 6,500	Groton Country Club
Triplex – Greens Mower	<u>\$ 5,100</u>	Groton Country Club
Total	\$516,692	

Moved and Seconded

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

Vote on Article 7 – Main Motion: Passed by 2/3 Majority

ARTICLE 8: PURCHASE NEW LADDER TRUCK FOR THE FIRE DEPARTMENT

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To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to purchase and equip a new Ladder Truck for the Groton Fire Department, and all costs associated and related thereto, and, further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *As part of the fleet reduction plan established by the Fire Chief, the Town would be best served by the replacement of two trucks in Fiscal Year 2018. Over the lifetime of the current Ladder Truck, the Groton Fire Department has spent approximately \$100,000 in maintenance and repair funds to keep it operating. This rate of over \$7,500 per year on average is much greater than what should be expected considering the age of the truck. An evaluation of the Ladder Truck by two separate companies estimated a basic refurbishment would cost between \$250,000-\$300,000 to gain an estimated 10 years of life. Simultaneously, Engine 2 is seeing the effects of aging, requiring replacement in the Fiscal Year 2018-2019 range at a cost of about \$445,000. Because of these multiple needs, it would benefit the Groton Fire Department to reduce the fleet and combine these units into one multi-functional apparatus. The long term cost of replacing or maintaining the trucks will be significantly more than the 2 for 1 replacement. The cost to replace the ladder truck would be around \$995,000. The new truck would have an expected lifetime of 25 years. This would provide the Town with a significant savings as the cost to the Town of purchasing two new trucks would have a combined cost of \$1,345,000 along with maintenance of the two trucks going forward.*

Mover: Peter Cunningham

MOTION: I move that the Town appropriate the sum of \$995,000, to be expended by the Town Manager, to purchase and equip a new Ladder Truck for the Groton Fire Department, and all costs associated and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, be authorized to borrow the sum of \$995,000 under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, and that the Town Manager be authorized to contract for the accomplishment of the foregoing purpose, including the expenditure of all appropriated funds and any funds received from any source for such purchase, and, further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Moved and Seconded

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

Vote on Article 8 – Main Motion: Passed by 2/3 Majority

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ARTICLES 9 THROUGH 16 PERTAIN TO FISCAL YEAR 2017 BUSINESS

ARTICLE 9: ACQUIRE LAND ON FARMERS ROW FOR A NEW SENIOR CENTER

To see if the Town will vote to authorize the Board of Selectmen to acquire from the Lawrence Homestead Trust by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a new Senior Center, all or a portion of the parcels of land located on Farmer's Row and shown on Assessors' Map 108 as Parcel 1, Assessors' Map 108 as Parcel 1.2, and Assessors' Map 108 as Parcel 1.3, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 25424, Page 109, said parcels containing 8.4 acres, more or less, in the aggregate, and to raise and appropriate, transfer from available funds, or borrow, or any combination of the foregoing, a sum or sums of money, to be expended by the Town Manager, 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, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k), or to take any other action relative thereto.

**BOARD OF SELECTMEN
TOWN MEETING SENIOR CENTER COMMITTEE**

Board of Selectmen: 1 In Favor – Cunningham, 4 Against

Finance Committee: 1 In Favor – ___ @@ __ , 6 Against

Summary: *The 2016 Fall Town Meeting created a Committee to conduct a review to determine the future needs of the Groton Senior Center, including whether a new facility is needed. This Review Committee reviewed all documentation concerning this need. Per the charge of the 2016 Fall Town Meeting warrant article, the Committee expanded the review of potential locations to include several additional Town and privately owned properties. Based on their review, the Review Committee, as well as the Feasibility Oversight Committee, have chosen a location. Specifically, the Committees will be recommending that the Town acquire the three parcels on Farmers Row currently owned by the Lawrence Homestead Trust and use the parcel adjacent to the Groton Center Fire Station as the new location for Groton's Senior Center. This Article will request the necessary funding to acquire these parcels. Please note that no funding can be expended under this Article unless and until the Town approves a Proposition 2½ Debt Exclusion Ballot Question at the 2017 Annual Election. Both Committees will have a full report to the 2017 Spring Town Meeting.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to authorize the Board of Selectmen to acquire from the Lawrence Homestead Trust by gift, purchase, or eminent domain, for general municipal purposes, including, without limitation, for use as a new Senior Center, all or a portion of the

parcels of land located on Farmer's Row and shown on Assessors' Map 108 as Parcel 1, Assessors' Map 108 as Parcel 1.2, and Assessors' Map 108 as Parcel 1.3, described in deeds recorded with the Middlesex South District Registry of Deeds in Book 25424, Page 109, said parcels containing 8.4 acres, more or less, in the aggregate, and to appropriate the sum of \$790,000, to be expended by the Town Manager in Fiscal Year 2017, for such acquisition and costs related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, be authorized to borrow the sum of \$790,000 under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, 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, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k).

Moved and Seconded

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

Discussion:

- Discussion was allowed for both Articles 9 and 10 at this point
- Presentation from the Town Meeting Senior Center Review Committee (John Amaral and others) recommending acquisition of the land on Farmers Row.
- Mr. Russ Harris delivered an opposition presentation arguing that the use of Prescott School as a Senior Center and a Community Center would solve multiple town wide problems with less expense. One building could be used for multiple purposes. He presented ideas to address the issues of parking and egress. CPC funds, not additional tax levy, could be used as Prescott Building is a historic structure. Mr. Harris recommended that the Prescott School site be used for a Senior Center and Community Center.
- Mr. Amaral addressed some of Mr. Harris' points. He stated that the Prescott site was looked at extensively, and that it was a problematic site. A Senior Center would programmatically fit in the Prescott building, but that parking and secondary egress were two major issues. He noted that CPC funds could be used for historic and safety activities, but not for all the activities required at this site. He represented that the site was not suitable for a Senior Center.
- Michael Roberts stated that the Sustainability Committee did not support Article 9 as it removes active agricultural land from production. The Committee did support Article 10 as the current facility does not meet the needs of the senior population.
- Ellen Baxendale of the Commission on Accessibility stated that the current building does not meet accessibility requirements.
- Various comments:
 - "Build a center and give seniors what is deserved."
 - "Seniors deserve better, but would like to see a facility closer to the center of town."

- “Can’t eminent domain be used to recapture wetlands around Prescott (ed. note: and address issues being raised)?” It was explained that eminent domain could not be used for this purpose.
- “Retired excluded debt is never really retired. Consider some of the discussion here to reuse debt capacity that is scheduled to retire.”

MOTION TO MOVE THE QUESTION (Article 9)

Moved and Seconded

Quantum: 2/3 Majority

Vote on Motion to Move the Question (Article 9): Passed by 2.3 Majority

VOTE on Article 9 – Main Motion: Defeated

ARTICLE 10: SENIOR CENTER LOCATION AND DESIGN

To see if the Town will vote to approve the location of a new Senior Center as recommended by the Town Meeting Senior Center Committee and the Council on Aging’s Feasibility Oversight Committee, and to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager in Fiscal Year 2017, 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, or design and construction bidding, of a new Senior Center, and all costs associated and related thereto, provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k), or to take any other action relative thereto.

**TOWN MEETING SENIOR CENTER COMMITTEE
COA FEASIBILITY OVERSIGHT COMMITTEE**

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

Finance Committee: Recommended Unanimously

Summary: *As stated in the Summary for Article 9, the Town Meeting Senior Center Review Committee and Council on Aging’s Feasibility Oversight Committee have recommended that the Town acquire land on Farmers Row adjacent to the Groton Center Fire Station as the location for a new Groton Senior Center. Should the Town Meeting approve this acquisition, this article would appropriate the necessary funding to hire an architect to design and put out to bid the construction of a new Senior Center on Farmers Row. Should the Town decide not to purchase the Farmers Row Property, the Committee will recommend that this funding be used to design and put out to bid a new Senior Center at the current location of the Senior Center in West Groton. Please note that no funding can be expended under this Article unless and until the Town approves a Proposition 2½ Debt Exclusion Ballot Question at the 2017 Annual Election. Both Committees will have a full report to the 2017 Spring Town Meeting.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to approve the location of a new Senior Center as recommended by the Town Meeting Senior Center Committee and the Council on Aging’s

Feasibility Oversight Committee, and to appropriate the sum of \$400,000, to be expended by the Town Manager in Fiscal Year 2017, 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, or design and construction bidding, of a new Senior Center, and all costs associated and related thereto, and that to meet this appropriation, the sum of \$175,000 be transferred from the Receipts Reserved for Appropriation and that the Treasurer, with the approval of the Selectmen, be authorized to borrow the sum of \$225,000 under and pursuant to Chapter 44, Section 7(7) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; provided, however, that no funds may be expended hereunder for this purpose unless and until the Town approves a Proposition 2½ Debt Exclusion pursuant to Massachusetts General Laws Chapter 59, Section 21C, Clause (k).

Moved and Seconded

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

Discussion:

- Ms. Pine opposes Article 10. She would like to see utilization of the Prescott building in a multi-use scenario, perhaps coupled with a smaller renovation of the current Senior Center.
- Another attendee commented that s/he would like to see more debate on a potential \$5m price tag. It seemed very expensive at \$500 per square foot. Mr. Amaral commented that he has extensive experience in public and private construction, and that public construction is more expensive.

MOTION TO AMEND Mover: Devon Haigh

I move the motion under Article 10 be amended by inserting, at the end, "and provided that no funds shall be expended for the design of a senior center until such time that the construction budget for the project has been approved."

Moved and Seconded

Quantum: Majority

After further discussion, **MOTION TO MOVE THE QUESTION (Article 10 Amendment)**

Moved and Seconded

Quantum: 2/3 Majority

Vote on MOTION TO MOVE the QUESTION (Article 10 Amendment):

Passed by Unanimous Vote

VOTE on Article 10 – Motion to Amend: Defeated

MOTION TO MOVE THE QUESTION (Article 10 - Main Motion)

Moved and Seconded

Quantum: 2/3 Majority

VOTE on Motion to Move the Question (Article 10 – Main Motion):

Passed by 2/3 Majority

VOTE on Article 10 – Main Motion: Chair declared passed by 2/3 Majority

MOTIONS TO ADJOURN

MOTION to ADJOURN to Saturday, April 29 at 9:00 AM

Moved and Seconded

Quantum: Majority

MOTION TO AMEND the motion to adjourn: Motion was amended to delete reference to Saturday, April 29, and adjourn to Monday, May 1 at 7:00 PM

Moved and Seconded

Quantum: Majority

VOTE on Motion to Adjourn as Amended: Passed by Majority Vote

The first session of the Spring 2017 Spring Town Meeting was adjourned to Monday, May 1 at 7:00 PM to be held in the Performing Arts Center. The Meeting was adjourned at 10:45 PM.

FIRST ADJOURNED SESSION

The First Adjourned Session of the Spring 2017 Town Meeting was called to order at 7:00 PM on May 1 at the G-D Middle School Performing Arts Center. 141 attendees were present at 7:00. Later in the session, 265 attendees were present.

Peter Cunningham read a proclamation designating May 1, 2017 as Robert S. Hargraves Day, in honor of Mr. Hargraves' extensive service as School Principal, Selectmen, Personnel Board Member, Moderator, Representative in General Court and Member of the Finance Committee.

A voter asked to advance Article 20:

Mover: Michael Manugian

MOTION: I move to advance Article 20 for consideration.

Moved and Seconded

Quantum: Majority

Discussion:

- Article 20 will offer amendments to the Groton Town Charter. Since there are a significant number of changes being proposed, the Charter Review Committee is asking for this advancement to the beginning of the session so that the entire discussion on Article 20 can be completed on the same night.

Vote on the Motion to Advance Article 20: Passed by Majority Vote

REFER TO ARTICLE 20 IN THIS DOCUMENT. While Article 20 was discussed prior to Article 11, these Minutes have retained the numerical order of articles for ease of reference.

ARTICLE 11: CURRENT YEAR LINE ITEM TRANSFERS

To see if the Town will vote to transfer certain sums of money within the Fiscal Year 2017 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 2017 Budget should the need arise. A handout explaining any necessary transfers will be available at Town Meeting.*

Mover: Barry Pease

MOTION: I move that the Town vote to transfer sums of money within the Fiscal Year 2017 Town Operating Budget, being the sums of money identified in the “**Transfer funds from**” line items designated in the Information Packet distributed to voters for this Town Meeting, said sums to be transferred to the various line items in the “**Transfer funds to**” categories designated within the Information Packet, the total amount to be transferred being \$158,749.

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Transfer funds to:			
<u>Line Item</u>	<u>Account</u>		
1023	Board of Selectmen - Engineering/Consultant	\$	1,700
1032	Town Manager - Expenses	\$	13,800
1060	Board of Assessors - Salaries	\$	450
1182	Postage/Town Hall - Expenses	\$	6,500
1250	Mechanical Inspectors - Salaries	\$	6,000
1311	Fire Department - Wages	\$	31,294
1312	Fire Department - Expenses	\$	19,200
1502	Highway Department - Expenses	\$	10,000
1542	Municipal Buildings - Minor Capital	\$	25,000
1681	Water Safety - Expenses and Minor Capital	\$	7,805
1702	Country Club - Expenses	\$	22,000
1703	Country Club - Minor Capital	\$	15,000
	TOTAL	\$	158,749
Transfer funds from:			
<u>Line Item</u>	<u>Account</u>		
1062	Board of Assessor - Expenses	\$	450
1080	Town Counsel - Expenses	\$	15,000
1120	GIS Committee - Expenses	\$	5,000
1162	Insurance Expense - 111F Deductible	\$	5,000
1181	Postage Town Hall - Telephone Expense	\$	6,500
1370	Police/Fire Communications - Wages	\$	94,799
1501	Highway - Wages	\$	10,000
1701	Country Club - Wages	\$	22,000
	TOTAL	\$	158,749

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 11- - Main Motion: Passed by Unanimous vote

ARTICLE 12: APPROPRIATE MONEY TO OFFSET SNOW AND ICE DEFICIT

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2017 Snow and Ice Budget, as approved under Article 4 of the 2016 Spring Town Meeting, or to take any other action relative thereto.

TOWN MANAGER

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The Town anticipates a deficit in the Fiscal Year 2017 Snow and Ice Budget of approximately \$200,000. Ordinarily, such a deficit is made up in the following Fiscal Year. However, in an effort to minimize the impact on the Fiscal Year 2018 Budget, the Town Manager has recommended that some of the deficit be dealt with this year by utilizing any*

available funds from the FY 2017 Operating Budget, Free Cash, or the Town's Overlay Surplus Reserve. The appropriation under this Article will reduce the deficit.

Mover: Anna Eliot

MOTION: I move that the Town vote to transfer the sum of \$50,000 from Overlay Surplus, to be expended by the Town Manager, to reduce the deficit in the Fiscal Year 2017 Snow and Ice Budget, as approved under Article 4 of the 2016 Spring Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 12 – Main Motion: Passed by Unanimous vote

ARTICLE 13: 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 2017 Water Department Budget, or to take any other action relative thereto.

BOARD OF WATER COMMISSIONERS

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Water Commission: Recommended Unanimously

Summary: *This article allows the Water Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2017 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: Thomas Orcutt

MOTION: I move that the Town vote to authorize the Groton Water Department to transfer the sum of \$150,000 from the Water Enterprise Fund Surplus to the Fiscal Year 2017 Water Enterprise Department Budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 13 – Main Motion: Passed by Unanimous vote

ARTICLE 14: 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 2017 Sewer Enterprise Department budget, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Board of Selectmen: Recommended Unanimously

Finance Committee: *Recommended Unanimously*
Sewer Commission: *Recommended Unanimously*

Summary: *This article allows the Sewer Department to transfer money from its surplus account to cover any deficit in the Fiscal Year 2017 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: James Gmeiner

MOTION: I move that the Town vote to transfer the sum of \$100,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2017 Sewer Enterprise Department budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 14 – Main Motion: Passed by Unanimous vote

ARTICLE 15: TRANSFER WITHIN CABLE ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Cable Enterprise Fund Surplus to the Fiscal Year 2017 Cable Enterprise Department budget, or to take any other action relative thereto.

CABLE ADVISORY COMMITTEE

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

Summary: *This article allows the Cable Advisory Committee to transfer money from its surplus account to cover any deficit in the Fiscal Year 2017 budget. More information will be provided at Town Meeting to explain any transfer requested under this article.*

Mover: Janet Sheffield

MOTION: I move that the Town vote to transfer the sum of \$10,000 from the Cable Enterprise Fund Surplus to the Fiscal Year 2017 Cable Enterprise Department budget.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 15 – Main Motion: Passed by Unanimous vote

ARTICLE 16: 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: Anna Eliot

MOTION A: I move that the Town vote to transfer the sum of \$0 from the Excess and Deficiency Fund (Free Cash) to pay for the payment of unpaid bills from prior fiscal years.

Moved and Seconded

MOTION B: I move that this Article be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote to Indefinitely Postpone Article 16 – Passed by Unanimous vote

ARTICLE 17: ALL ARE WELCOME MARKERS

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 installation of “All Are Welcome” markers at the various major road entrances to the Town of Groton, and all cost related and associated thereto; and to authorize the Town Manager to designate or approve the marker locations, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended (4 In Favor, 1 Abstained – Eliot)*
Finance Committee: *No Position*
Sustainability Commission: *Supports Article 17 by a 3 to 1 vote.*

Summary: *The All Are Welcome article asks Town Meeting to endorse a privately funded initiative to install stone markers at one or more of the major roads coming in to our town from the 8 surrounding towns. Town Meeting is asked to approve \$1 to demonstrate its commitment to the effort and to support the use of the Highway Department to perform installation.*

Mover: John Petropoulos

MOTION: I move that the Town vote to raise and appropriate the sum of \$1, to be expended by the Town Manager, for the installation of “All Are Welcome” markers at the various major road entrances to the Town of Groton, and all cost related and associated thereto; and to authorize the Town Manager to designate or approve the marker locations.

Tellers were SWORN (Richard Mitchell, Tim Leonard, Bob Johnson, Tom Delaney, Connie Sartini, Michael Manugian)

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 17 – Main Motion: Passed 140 In Favor; 113 Opposed

ARTICLE 18: COMMUNITY PRESERVATION FUNDING ACCOUNTS

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

Allocation of Community Preservation Funds to the following sub accounts:

CPC Operating Expenses:	\$ 10,000
Open Space Reserve:	\$ 65,000
Historic Resource Reserve:	\$ 65,000
Community Housing Reserve:	\$ 65,000
Unallocated Reserve:	\$445,000

or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Community Preservation Committee: Recommended Unanimously

Sustainability Commission: Unanimously supports Article 18

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 2018. Except for the CPC Operating Expenses, none of these funds will be spent without additional approval at Town Meeting.*

Mover: Bruce Easom

MOTION: I move that the Town vote to appropriate and allocate the following sums from the Community Preservation Fund to the following sub accounts:

CPC Operating Expenses:	\$ 10,000
Open Space Reserve:	\$ 65,000
Historic Resource Reserve:	\$ 65,000
Community Housing Reserve:	\$ 65,000
Unallocated Reserve:	\$445,000

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 18 – Main Motion: Passed by Unanimous vote

ARTICLE 19: 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 2018, and vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Board of Selectmen, with the approval of the Community Preservation Committee, to acquire, by purchase, gift or eminent domain, such real property interests in the name of the Town, or enforceable by the Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any other action relative thereto.

CPC Proposal A: Housing Coordinator Salary \$43,506

Summary: *The Town established the position of Housing Coordinator in 2009. Since that time, the Community Preservation Administrative Account has paid the salary of this position. Three years ago, the Community Preservation Committee approved the increase of the position to 25 hours and requested that it become an annual funding item to be approved by Town Meeting, with the funding to come from the Community Housing Reserve. Town Meeting approved this for the last three years. This will be the fourth year that this position will be funded in this manner. The full amount is to be paid from the Community Housing Reserve.*

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

Mover: Dan Emerson

Motion 1 Housing Coordinator Salary: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$43,506 from the Community Preservation Fund Community Housing Reserve to fund Community Preservation Application 2018-01 "Affordable Housing Coordinator".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 19 – Motion 1: Passed by Unanimous vote

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CPC Proposal B: Baddacook Pond Restoration \$200,000

Summary: *This project would environmentally restore the littoral areas (shallow shoreline areas) of Baddacook Pond and test the management of invasive weeds, using mechanical methods, over the next two years. The aggressive growth of non-native, invasive weeds has negatively impacted Baddacook Pond ecologically and dramatically diminished its recreational use. The two-year project would: 1) Restore portions of Baddacook Pond that have filled with biomass by using hydro-raking; 2) Implement aggressive mechanical weed harvesting to reduce*

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available plant starch which will help control invasive weed infestation. The two-year total would be approximately \$200,000. The complete three-year project would total \$292,000, with \$92,000 in funding proposed to be funded in year three (FY 2020)

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

Board of Water Commissioners: *Unanimously support Article 19 – Motion 2*

Mover: Richard Hewitt

Motion 2 Baddacook Pond Restoration: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$200,000 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2018-02 “Baddacook Pond Restoration”.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 19 – Motion 2: Passed by Majority vote

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CPC Proposal C: Library Entrance

\$15,000

Summary: *The 1893 historic Library entrance used to have inner vestibule doors, but they have not been there for many years. Without these inner doors, the entire foyer and reference area are exposed to the outdoor elements, including Route 119 traffic. The Library has embarked on a space redesign and would like to use the foyer area as a new teen space. In order for this to be practical, the inner vestibule doors are needed to provide a barrier from the exterior elements.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

Mover: Carolyn Perkins

Motion 3 Library Entrance: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$15,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2018-04 “Library Entrance”.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 19 – Motion 3: Passed by Unanimous vote

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CPC Proposal D: Library Building

\$5,000

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Summary: *During the winters of 2007 and 2015, the circa 1893 Library Building suffered severe ice dams which caused significant interior damage. While the Town's insurance company paid for the repairs, the Board of Library Trustees wants to determine the source of the problem and find a solution that protects the long-term integrity of the building. This funding will be used to hire a structural engineer to assess the entire building and provide a recommendation to resolve the issue. This would be the first step in a two-phase approach. The Board of Library Trustees will seek funding in Fiscal Year 2019 to implement the recommendations.*

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

Mover: Carolyn Perkins

Motion 4 Library Building: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$5,000 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2018-05 "Library Building".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 19 – Motion 4: Passed by Unanimous vote

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CPC Proposal E: National Register – First Parish Church \$7,800

Summary: *This funding will be used to fund the joint Old Groton Meetinghouse and Groton Historical Commission project to submit a nomination for individual listing of the Old Groton Meetinghouse to the National Register of Historic Places. This designation recognizes the historic significance of a property.*

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

Mover: Bruce Easom

Motion 5 National Register – First Parish Church I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$7,800 from the Community Preservation Fund Historic Resource Reserve to fund Community Preservation Application 2018-07 "National Register – First Parish Church".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

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- Mr. Laterz (Historical Commission): This proposal is in the best interest of the Town. It provides a level of protection and recognition of the Old Meeting House.
- Mr. Degen: Does not support this proposal. This money could be used for Town projects. CPC money should only be used for town owned buildings.
- Mr. Laterz: CPC money is often used in towns for Old Meeting House projects.
- Mr. Lyman: Why does this cost \$7800?
- Mr. Laterz: It costs this much due to the steps involved in the process. Often, it costs more.

Vote on Article 19 – Motion 5: Passed by Majority vote

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CPC Proposal F:	Conservation Fund	\$25,000
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Summary: *The Conservation Commission is requesting this funding to add to the amount already deposited in the Conservation Fund to preserve open space, protect water resources, preserve land for agricultural, forestry and recreational activities; and protect important wildlife habitats that may otherwise be developed. The goal is to have between \$750,000 and \$1,000,000 in the Conservation Fund. The current balance is \$726,517.*

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended (5 In Favor – 1 Abstained – Hargraves)*

Community Preservation Committee: *Recommended Unanimously*

Conservation Commission: Supports Article 19 – Motion 6

Trails Committee: Supports Article 19 – Motion 6

Mover: Bruce Easom

Motion 6 Conservation Fund: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$5,000 from the Community Preservation Fund Open Space Reserve and to appropriate the sum of \$20,000 from the Community Preservation Fund Unallocated Reserve for a total of \$25,000 to fund Community Preservation Application 2018-08 "Conservation Fund".

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 19 – Motion 6: Passed by Majority vote

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CPC Proposal G:	Prescott School Restoration	\$15,350
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Summary: Last year, at the request of the Friends of Prescott, Community Preservation Funds were appropriated to address improvements to the Prescott School. The improvements included safety improvements and handicapped access improvements to the School. This year's application from the Friends is to continue with safety improvements to the School and improvements to the north and southwest stairwells.

Board of Selectmen: *Recommended Unanimously*
Finance Committee: *Recommended Unanimously*
Community Preservation Committee: *Recommended (5 In Favor, 1 Abstained – Easom)*

Mover: Robert DeGroot

Motion 7 Prescott School Restoration: I move that the Town vote, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$15,350 from the Community Preservation Fund Unallocated Reserve to fund Community Preservation Application 2018-09 "Prescott School Restoration".

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- Funds will be used to address staircase safety at the Prescott School

Vote on Article 19-Motion 7: Passed by Majority vote

COMMUNITY PRESERVATION COMMITTEE

[Ed. Note: Article 20 was advanced for discussion prior to Article 11 at the First Adjourned Session]

ARTICLE 20: PROPOSED AMENDMENTS TO THE GROTON CHARTER

To see if the Town will vote to endorse the revised Charter that is set forth in Appendix C to this Warrant, and authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act approving the revised Charter as the Town's Charter and to take such further action as may be necessary for the adoption of the revised Charter, or to take any other action relative thereto.

CHARTER REVIEW COMMITTEE

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

Summary: *The Groton Charter requires periodic review every ten years. In 2015, a Committee was formed to review the Charter and determine if changes were warranted. The Committee solicited input from the public and has reviewed suggestions and concerns during weekly meetings held over the last two years. Input from the public focused on municipal finance and the powers of, and the relationship between, the Board of Selectmen and the Town Manager. The revised Charter seeks to (1) address this input; (2) have our Charter accurately reflect how our Town Government actually functions; (3) better codify how municipal finances are administered; and (4) clarify the relationship between the Board of Selectmen and the Town Manager and their*

respective powers and authority. A vote in favor of this Article will be the first step in adopting the revised Charter. A vote against this Article will allow the current Charter to remain in force.

Mover: Michael Manugian

MOTION: I move that the Town vote to endorse the revised Charter that is set forth in Appendix C of the Warrant for the 2017 Spring Town Meeting, and authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act approving the revised Charter as the Town's Charter and to take such further action as may be necessary for the adoption of the revised Charter; and further provided, that the General Court may make clerical and editorial revisions of form to the bill unless the Board of Selectmen, in consultation with the Charter Review Committee, approves such revisions to the bill prior to enactment by the General Court, and to authorize the Board of Selectmen, with the advice and consent of the Charter Review Committee, to approve such revisions which shall be within the scope of the general public objectives of the petition.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Mr. Manugian, Chair of the Charter Review Committee, presented an overview of the Charter review process, and detailed many of the proposed changes.
- No Committee reports were offered.

MOTION TO AMEND Subsection 3.2.1

Mover: Tom Delaney

MOTION: I move to amend the main motion by inserting after the words "Spring Town Meeting" the words "subject to the following revision: deletion of the last sentence of Subsection 3.2.1, which reads 'No Selectman shall hold another position of the Town that is compensated and medical benefits-eligible during his or her term of office.'"

Moved and Seconded

Quantum: Majority

Discussion:

- Mr. Delaney offered brief comments, summarizing his motion as leaving the existing Charter "as is".
- Mr. Robertson (Charter Review Committee): This change is proposed to eliminate potential conflicts of interest arising from employees reporting to the Town Manager possibly also being a supervisor of the Town Manager. While this potential conflict could occur with any employee, it didn't seem fair to prohibit a minimally houred employee (such as an election worker). The Committee's compromise was to define the prohibition as a "medical benefits eligible employee" (i.e. a 20 hour per week employee).
- Mr. Haddad offered that the Town has medical-benefits eligible employees working at Groton Electric Light, the Fire Department and the Groton Public Library which are not appointed by the Town Manager or Board of Selectmen.

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- Mr. Petropoulos supports the amendment in that you should not be allowed to be your boss' boss.
- Mr. Funch pointed out that School Committee members are not allowed to be employees of the District.
- Ms. Sartini asked how union negotiations would be handled if an employee was also a Selectmen.
- Mr. Degen stated that the Board of Selectmen give confidential guidance to, for example, union contract negotiations.. An employee who is also a Board member would have a conflict of interest.

MOTION TO MOVE THE QUESTION

Moved and Seconded

Quantum: 2/3 Majority

Vote on Motion to Move the Question: Passed by 2/3 Majority

VOTE on MOTION TO AMEND Subsection 3.2.1: Defeated

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MOTION to AMEND Subsections 4.2.3 and 4.2.4

Mover: Tom Delaney

Motion: I move to amend the main motion by inserting after the words "Spring Town Meeting" the words "subject to the following revision: deleting Subsections 4.2.3 and 4.2.4 in their entirety and replacing them with a new Subsection 4.2.3 as follows:

4.2.3. – To appoint and remove department heads, officers, subordinates, employees and other appointed members of town government for whom no other method of appointment or removal is provided in this Charter or by-law. Appointments made by the Town Manager shall be confirmed by the Board of Selectmen within (15) days of the date the Town Manager files notice of the action with the Board of Selectmen. Failure by the Board of Selectmen to confirm an appointment within (15) days shall constitute rejection of the appointment.

And renumbering the remaining subsections of Section 4.2."

Moved and Seconded

Quantum: Majority

Discussion:

- Mr. Collins stated that the propose amendment reverts to the current charter. The proposed revision came about by concern about transparency.
- It was stated that a prominent objection to the charter proposal was that, because removals from office would be made by the Board of Selectmen, this would need to occur in public session. This would be potentially embarrassing to volunteer members. It was further stated that removals could be done in executive session.
- Mr. Haddad asked Town Counsel if removals could be done in executive session. He opined that the way the charter works now has been good. Town Counsel stated that

any public official is eligible for executive session under the permissible parameters of the law, but that did not mean that all removals would occur in executive session.

- Ms. Scarlet supports the amendment. Volunteers deserve discretion.
- Mr. Manugian state that the proposal is to ensure transparency and to give appointed committee members due process.
- Mr. Petropoulos did not support the amendment. The charter proposal does not preclude discretion.

VOTE on MOTION TO AMEND Subsections 4.2.3 and 4.2.4: Defeated

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MOTION to Amend Subsection 3.2.6

Mover: Tom Delaney

I move to amend the main motion by inserting after the words “Spring Town Meeting” the words “subject to the following revision: deleting the text of Subsection 3.2.6 and inserting the following new text:

Day to Day Business – Except in the case of an emergency, nothing in this section shall be construed to authorize any member of the Board of Selectmen, nor a majority of its members, to become involved in the day-to-day administration of any Town board, department or agency.”

Moved and Seconded
Quantum: Majority

Discussion:

- Mr. Schulman of the Charter Review Committee stated that the purpose of the proposal was to allow Selectmen to speak with employees.
- Mr. Cunningham suggested that employees should not be put in awkward positions and that Selectmen should use the chain of command.
- Mr. Delaney said that unfettered access to any employee at any time could be disruptive, potentially unsafe and result I loss of productivity.
- Mr. Boucher (employee) stated he has been approached by Selectmen. It makes people nervous. He supports the amendment.
- Mr. Keoseian (former Selectman) stated that one reason the Town transitioned to the Town Manager form of government was to curb abuses of the past. He supports the amendment.
- Mr. Orcutt supports the amendment and suggest the use of the chain of command.
- Mr. Petropoulos stated that there are safeguards in the proposed charter. There have been instances where employees brought forward information regarding public safety.
- Mr. Funch stated that there is a similar prohibition in the School District with SC members required to act at a high level and not do individual investigations.
- Mr. Pease and Mr. Petropoulos both stated that the proposal gives reasonable access.

MOTION to MOVE the QUESTION

Moved and Seconded
Quantum: 2/3 Majority

VOTE on Motion to Move the Question: Passed by 2/3 Majority

**VOTE on MOTION to Amend Subsection 3.2.6:
Chair declared passed by Majority Vote**

=====

MOTION to AMEND Section 4.3

Mover: Arthur Prest

MOTION: I move to amend the main motion by inserting after the words “Spring Town Meeting” the words “subject to the following revision: replacing the words ‘three members’ in subsections 4.3.1, 4.3.1.1, and 4.3.1.3 with the words ‘four members.’”

**Moved and Seconded
Quantum: Majority**

Discussion:

- Mr. Prest argued that removing the Town Manager should be a hard thing to do and be done for cause. The proposal is a recipe for personal agendas, and potentially have an impact on an ability to attract future town managers. It could create a financial risk to the Town.
- Mr. McCoy (Charter Review Committee) state that minority rules seem unnecessary. The same standard used to hire should be used to fire.
- Ms. Collette supports the amendment because good government can require super majorities for important decisions.

**VOTE on MOTION to Amend Section 4.3:
Chair declared passed by Majority Vote. 7 voters did not contest the ruling of the Chair.**

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As amended, Article 20 Main Motion is as follows:

that the Town vote to endorse the revised Charter that is set forth in Appendix C of the Warrant for the 2017 Spring Town Meeting, with the following **revisions**:

- Subsection 3.2.6 – insertion of new text as voted by the Meeting
- Section 4.3 – replacement of the words “three members” in subsections 4.3.1, 4.3.1.1, and 4.3.1.3 with the words “four members;”

and authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for a special act approving the revised Charter as the Town’s Charter and to take such further action as may be necessary for the adoption of the revised Charter; and further provided, that the General Court may make clerical and editorial revisions of form to the bill unless the Board of Selectmen, in consultation with the Charter Review Committee, approves

such revisions to the bill prior to enactment by the General Court, and to authorize the Board of Selectmen, with the advice and consent of the Charter Review Committee, to approve such revisions which shall be within the scope of the general public objectives of the petition.

VOTE on Article 20 Main Motion, as amended: Passed by Unanimous vote

[Ed. note: Article 20 had been advanced to before Article 11. After Article 20, the next article on the floor was Article 11.]

ARTICLE 21: REGIONAL SCHOOL AGREEMENT AMENDMENT ACCEPTANCE

To see if the town will vote to approve the amended Agreement of the Groton Dunstable Regional School District as approved by the Groton Dunstable Regional School Committee and as 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: *The Groton Dunstable Regional School Committee has voted to adopt the recommendations of the Regional Agreement Sub-Committee to amend the Regional School District Agreement. The Sub-Committee was composed of representatives from the Boards of Selectmen and Finance Committees of the regional towns, along with School Committee members. They met over the last year and have proposed various amendments to the current agreement as follows:*

Updates:

1. *Interim Period*
 - a. *Current – language in the current Regional Agreement speaks to the formation of the original district*
 - b. *Change – deleted all references to “upon the establishment of the District”*
 - c. *“interim” language not needed*
2. *Included Grades*
 - a. *Current – references only K through grade 12*
 - b. *Change – Pre-K through 12*
 - c. *Rationale – All public schools responsible for pre---school special education*
3. *Regional School District Buildings*
 - a. *Current – includes the Tarbell School, Groton Elementary School, Groton Junior High School, Union School, New Elementary School, and Groton High School*
 - b. *Change – remove reference to individual schools*
 - c. *Rationale – names and schools continue to change over time – this helps prevent the Regional Agreement from getting outdated if the schools change*
4. *Apportionment of Operating Assessment and Capital costs for District Owned buildings*

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- a. *Current – based on foundation enrollment (as of Oct. 1) every year.*
- b. *Change – use 5 year rolling average*
- c. *Rationale – 5 year rolling average will smooth-out/eliminate the effects of potentially large shifts in any single year's enrollment. Allows for more predictable town budgeting.*

Legal Requirements/DESE Regulations:

- 1. *Weighted School Committee Votes*
 - a. *Current – Groton = 1.0/5 members & Dunstable = 1.0/2 members*
 - b. *Change – Groton = 1.25/5 members & Dunstable = 1.0/2 members*
 - c. *Rationale – must comply with “one---person---one---vote” principle based on federal and local census data*
- 2. *School Committee ballot votes*
 - a. *Current – School Committee each year elects a “chairman” and a “vice chairman” from among its membership*
 - b. *Change – School Committee each year elects a “chair” and “vice chair” by ballot from among its membership and appoints a treasurer and a clerk who need not be members of the School Committee*
 - c. *Rationale – brings School Committee organization into line with law*

School Committee Policies and Practices:

- 1. *School Committee vacancy*
 - a. *Current – the Selectmen and the remaining member or members of the School Committee from the town involved, acting jointly, appoint a member to serve until the next town election*
 - b. *Change – the Selectmen and members of the School Committee from the town involved, by majority vote, appoint a member to serve until the next annual town election*
 - c. *Rationale – makes it clear how a vote is counted*
- 2. *Apportionment and payment of costs incurred by the District*
 - a. *Current – costs are divided into two categories, capital costs and operating costs*
 - b. *Change – replace nine account names with the Department of Elementary and Second Education Chart of Accounts*
 - c. *Rationale – reference DESE account titles to ensure compliance with DESE regulations (this is current practice of GDRSD)*
- 3. *Annual Report*
 - a. *Current – the School Committee submits to each member town an annual report by September 15*
 - b. *Change – the School Committee submits an annual report to each member town by January 30 of each year containing a detailed financial statement for the prior fiscal year*
 - c. *Rationale – January 30 is a more realistic date*
- 4. *Amendments to the Agreement*

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- a. *Current – except a proposal for amendment providing for the withdrawal of a member town, any proposal for amendment may be initiated by a two---thirds vote of all members of the School Committee*
- b. *Change – a majority vote of the School Committee can initiate any proposal for an amendment except one providing for the withdrawal of a member town which requires a 2/3 vote*
- c. *Rationale – this slightly lowers the standard for the School Committee to vote to propose an amendment to the Regional Agreement (except if it relates to a town withdrawing from the district)*

Both the Towns of Groton and Dunstable need to approve this amended agreement.

Mover: Alison Manugian

MOTION: I move that the Town vote to approve the amended Agreement of the Groton Dunstable Regional School District as approved by the Groton Dunstable Regional School Committee and as on file in the Office of the Town Clerk.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 21 - Main Motion: Passed by Unanimous vote

ARTICLE 22: AMEND CHAPTER 218 - ZONING – MEDICAL MARIJUANA DISPENSARY

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

Add to Section 218-4, Definitions, the following text:

REGISTERED MEDICAL MARIJUANA DISPENSARY (RMMD)

A not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.100, and pursuant to all other applicable state laws and regulations, also to be known as a Medical Marijuana Treatment Center, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. A RMMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

OFF-SITE REGISTERED MEDICAL MARIJUANA DISPENSARY (ORMMD)

A Registered Medical Marijuana Dispensary that is located off-site from the cultivation/processing facility (and controlled and operated by the same registered and approved not-for-profit entity which operates an affiliated RMMD) but which serves only to dispense the processed marijuana, related supplies and educational materials to registered Qualifying Patients or their personal caregivers in accordance with the provisions of 105 CMR 725.00.

Revise Section 218-13, Schedule of Use Regulations, by adding the following text:

Section 218-13. Schedule of Use Regulations

USE	R-A	R-B	NB	VCB	GB	I	P	O
Industrial:								
Registered Medical Marijuana Dispensary, up to 25,000 square feet gross floor area, see § 218-16.1	N	N	N	N	N	PB	N	N
Off-site Registered Medical Marijuana Dispensary, up to 2,500 square feet gross floor area, see § 218-16.1	N	N	N	N	PB	PB	N	N

Add Section 218-16.1 Registered Medical Marijuana Dispensaries

§ 218-16.1 Registered Medical Marijuana Dispensaries

- A. No Registered Medical Marijuana Dispensary (RMMD) or Off-site Registered Medical Marijuana Dispensary (ORMMD) shall be located within five hundred feet (500') of the property boundary line of any lot in use as a public or private pre-school, primary or secondary school, junior college, college, licensed daycare center, church, library, park, playground, or other RMMD or ORMMD. Distance shall be measured in a straight line from property boundary line to property boundary line.
- B. A RMMD or ORMMD shall be located within a permanent building and may not be located in a trailer, cargo container, motor vehicle or other similar non-permanent enclosure. A RMMD or ORMMD shall not have drive-through service.
- C. Marijuana, marijuana-infused products, or associated products shall not be displayed or clearly visible to a person from the exterior of the RMMD or ORMMD.
- D. No outside storage of marijuana, related supplies or educational materials is permitted.
- E. A RMMD or ORMMD shall not display on the exterior of the facility advertisements for marijuana or any brand name. A RMMD or ORMMD shall not utilize graphics related to marijuana or paraphernalia on the exterior of the RMMD, ORMMD or the building in which the RMMD or ORMMD is located.

or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously (3/9/2017)*

Summary: *The proposed bylaw defines two types of medical marijuana dispensaries and identifies specific, appropriate locations for the cultivation, dispensing and administration of*

medical marijuana. It also sets forth minimum standards to mitigate potential impacts and better ensure that these uses are innocuous to abutters and the community as a whole.

Mover: Scott Wilson

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Add definitions to Section 218-4; Revise Section 218-13, Schedule of Use Regulations; and add Section 218-16.1 "Registered Medical Marijuana Dispensaries" as set forth in the Warrant.

Moved and Seconded

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

Discussion:

- Planning Board: At its meeting on March 9, 2017, the Planning Board voted to unanimously recommend Article 22.
- Q: Why do this
 - R: It provides a regulatory structure for medical marijuana dispensaries.
- What does "regulatory structure" mean?
 - R: The Commonwealth licenses medical marijuana dispensaries. Siting is governed by the locality through zoning. If no zoning for medical marijuana dispensaries exist, then a siting would be considered under "closest use / best fit" zoning class.

MOTION to Indefinitely Postpone Article 22

Moved and Seconded

Quantum: Majority

Vote on Motion to Indefinitely Postpone Article 22: Defeated

VOTE on Article 22 – Main Motion: Chair declared passed by a 2/3 Majority

ARTICLE 23: AMEND CHAPTER 218 - ZONING – SITE PLAN REVIEW

To see if the Town will vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Revise Section 218-25, Site Plan Review, Subsection C, by deleting the text shown below with strike through and adding the italicized text.

- (2) Major. Major site plan review by the Planning Board is intended as the standard site plan review submission and requires preparation of plans by a registered professional engineer. A major site plan review ~~special permit approval~~ *is required for the following:*

and, further, revise Section 218-25, Site Plan Review, Subsection D, by adding the italicized text shown below.

- (2) Major site plan review applications. If a project requiring site plan approval also requires a special permit, the same procedure for the review of a special permit application shall apply (see § 218-32.1), with the addition of the procedures delineated herein. *If a project requiring site plan approval does not require a special permit, the procedure for the review of a major site plan review application shall be as follows:*

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- (a) *Upon receipt of a site plan review application, the Planning Board or its agent shall review the application for completeness. No application shall be accepted as a submittal unless and until all information necessary for such review, as described herein, is fully provided unless waivers are requested in writing. At the time of submission, the Board or its Agent shall make a determination that the application is either complete or incomplete. If the Planning Board or its Agent determines that the submission is incomplete, the application shall be returned to the applicant either in person or by certified mail with a letter indicating that insufficient information was provided making it impossible for the Planning Board to adequately review or approve the application. Incomplete applications shall not be considered submittals and shall not be considered the start of any time limits within which the Board is required to act under various provisions of Massachusetts General Law, Chapter 40A. If the submission is determined to be complete, the applicant shall file the application with the Town Clerk by delivery or by certified mail, postage prepaid. The Town Clerk shall time and date stamp said application to fix the date of submission.*
- (b) *The Planning Board shall hold a public hearing on any complete application within sixty-five (65) days after filing, shall properly serve notice of such hearing and then render its decision within ninety (90) days of the close of the hearing.*
- (c) *The applicable decision-making criteria shall be those delineated in Subsection H below.*

or to take any other action relative thereto.

PLANNING BOARD

Board of Selectmen: Recommended Unanimously

Finance Committee: No Position

Planning Board: Recommended Unanimously (3/9/2017)

Summary: *Deletion of the Special Permit provisions of Site Plan Review for by-right uses is proposed because of a recent ruling by the Middlesex County Superior Court. Massachusetts General Laws, Chapter 40A, does not specifically recognize a site plan as an independent method of regulation- it is a prerequisite of issuance of a building permit. The proposed review and approval process for those uses not requiring a special permit is similar to the special permit process, but approval requires a majority vote instead of a super majority vote. These changes will bring Groton's Site Plan Review Bylaw more in conformance with Massachusetts General Laws Chapter 40A and relevant case law.*

Mover: Russ Burke

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Revise Section 218-25, Site Plan Review, Subsection C, as set forth in the Warrant.

Moved and Seconded

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

Vote on Article 23 – Main Motion: Passed by Unanimous vote

MOTION to Adjourn to Monday, May 8, 2017 at 7:00 PM at the Performing Arts Center
Moved and Seconded
Quantum: Majority
Vote on Motion to Adjourn: Passed by Majority vote

The First Adjourned Session adjourned at 9:49 PM on May 1.

SECOND ADJOURNED SESSION

The Second Adjourned Session of the Spring 2017 Town Meeting commenced on May 8, 2017 at 7:02 PM. 194 voters were present at the opening. Later in the Second Adjourned session, 321 voters were present.

Dr. Laura Chesson had been selected by the Groton-Dunstable Regional School Committee to be the next Superintendent. Dr. Chesson addressed the meeting.

ARTICLE 24: AMEND ZONING CHAPTER – CONCEPT PLAN

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

Revise Section 218-4, Definitions, by deleting the following text shown with strike through:

~~MAJOR PROJECT — Development used for business or manufacturing, resulting in either a building whose vertical projection ("footprint") exceeds 5,000 horizontal square feet measured to the outside of its enclosing walls, or 15,000 square feet or more of aggregate floor area which includes all floors of all buildings on the premises. Such development is either construction of a new building or addition to an existing building, where the addition increases the building's floor area by 5,000 square feet or more.~~

Revise Section 218-18 by deleting the following text shown with strike through and adding the italicized text:

§ 218-18. Special use considerations in R-B, VCB, NB, GB and I Districts.

- B. Rezoning to VCB, NB, GB or I. The Planning Board shall neither sponsor nor favorably recommend any rezoning of land into a Business or Industrial District unless a concept plan (see Subsection ~~DE~~) for the area proposed for rezoning has been submitted to the Planning Board for review at the public hearing on the rezoning and is presented at the Town Meeting. In its report to the Town Meeting, the Planning Board shall report its determinations regarding the consistency of the proposed rezoning with the Business or Industrial District intention stated in § 218-11 and regarding the consistency of the concept plan with the objectives stated in Subsection A.
- C. ~~Major projects.~~

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- ~~(1) Any business or industrial use which qualifies as a major project, as defined under § 218-4, shall require concept plan approval, as defined under § 218-4, prior to being acted upon for special permit approval. Town Meeting concept plan approval may be made with conditions or limitations. Special permit approval shall not be given by the Planning Board unless the proposal is determined to be consistent with the approved concept plan.~~
- ~~(2) The provisions of this section shall not apply to projects at a location zoned Business or Industrial (or Manufacturing) prior to January 1, 1990, unless the proposed development results in either:
 - ~~(a) Construction of a new building whose vertical projection (footprint) exceeds 10,000 horizontal square feet measured to the outside of its enclosing walls, or whose aggregate floor area is 30,000 square feet or more, which includes all floors of all buildings on the premises; or~~
 - ~~(b) Construction of an addition to an existing building, where the addition increases the building's floor area by 5,000 square feet or more.~~~~
- ~~D. Special permits for business or manufacturing use.~~
- ~~(1) Special permits for business or industrial uses, if consistent with this chapter in all other respects, shall be granted only if the special permit granting authority determines that the proposal's benefits to the Town or vicinity will outweigh any adverse effects, after consideration of the following:
 - ~~(e) Overall planning. The proposed plan will be consistent with:
 - ~~[1] The intentions stated in § 218-12, Intention of districts, and in § 218-2, Purposes.~~
 - ~~[2] Any concept plan relied upon in rezoning or approved by Town Meeting.~~~~~~
- ~~(2) Procedures.
 - ~~(a) Special permit granting authority. The Planning Board shall act as the special permit granting authority for all categories of special permit which any major project may require, notwithstanding any contrary provisions of this chapter.~~
 - ~~(b) Special permits and concept plans. Applications for a special permit for a major project shall include a concept plan plus an engineered site plan at a scale of one inch equals 40 feet or larger. A special permit for a major project shall be approved only if the Planning Board determines that the proposal is consistent with the concept plan which was approved by a Town Meeting vote.~~
 - ~~(bc) Special permit inclusions. Any special permit approval granted shall incorporate by reference the site plan and other documents which the Board relied upon in making its determination and such conditions and safeguards as may be appropriate to assure protection of the interests of the Town.~~
 - ~~(cd) Building and occupancy permits. Building and occupancy permits may be granted at a later time without necessity of another special permit, provided that the proposal is determined by the Building Inspector to be consistent with the earlier special permit. To be consistent, the proposed activity must be within the set of uses and area limits for those uses authorized by the special permit, and any proposed construction must involve no change in location of such things as~~~~

~~buildings, parking or access drives by more than 10 feet from that indicated on the approved site plan.~~

- ~~(de) Later change. Any proposal to alter or add to a major project after a special permit has been issued may be authorized by the Planning Board, if determined to be consistent with the original special permit and to comply with any limits that the permit may have stipulated. If a new special permit is issued, such new special permit may be approved without necessity of another Town Meeting vote if the proposal is found by the Planning Board to be consistent with the intent of any applicable concept plan approved by the Town Meeting and to comply with any limits Town Meeting vote may have stipulated.~~

DE. Submittal requirements. A concept plan *accompanying a rezoning proposal* shall consist of the following:

- ~~(2) Floor plans and architectural elevations of all planned structures and any existing structures.~~
- ~~(3) Materials indicating the proposed maximum number of square feet of gross floor area for each category of land use (See § 218-13, Schedule of Use Regulations); analysis supporting the demand for such use, indicating the anticipated market area and the anticipated Groton market share; methods of water supply and sewage disposal; time schedule for construction of units and improvements; service improvements proposed to be at the developer's expense and those anticipated at the Town's expense; and means, if any, of providing for design control.~~
- (24) Analysis of the consequence of the proposed development, evaluating the following impacts at a level of detail appropriate to the scale of the development proposed:

PLANNING BOARD

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

Finance Committee: *No Position*

Planning Board: *Recommended Unanimously (3/9/2017)*

Economic Development Committee: *Voted to Unanimously Support this Article*

Summary: *The proposed bylaw eliminates the requirement that Major Projects (the development of new business and manufacturing facilities exceeding 5,000 horizontal square feet, or 15,000 or more square feet of aggregate floor area, or additions of 5,000 square feet or more to existing facilities) obtain concept plan approval from Town Meeting. Recent Massachusetts case law suggests that granting Town Meeting the power to approve uses otherwise allowed by-right or by special permit is not a proper delegation of power. It takes the power to approve uses away from those specifically identified as the permitting authorities by Massachusetts General Laws, Chapter 40A (i.e., Building Inspector, Planning Board and/or Zoning Board of Appeals). Moreover, the Town has implemented a number of safeguards that eliminate the necessity for Town Meeting concept plan approval. For example, a Land Use Committee consisting of representatives from all development-related departments/boards and commissions reviews development concept plans and provides feedback very early in the design process. The Town also has a comprehensive site plan review process that incorporates pre-submission review and design standards aimed at ensuring attractive, quality development that minimizes impacts on both the neighborhood and the environment.*

Mover: Russ Burke

MOTION: I move that the Town vote to amend the Code of the Town of Groton, Chapter 218 Zoning as follows: Revise Section 218-4, Definitions and Section 218-18, Special Use considerations in R-B, VCB, NB, GB and I Districts, as set forth in the Warrant.

Moved and Seconded

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

Discussion:

- Mr. Burke (Planning Board) presented the article. The article addresses “major projects” for commercial property. There are three reasons this zoning change is being proposed:
 - With recent case law, there may be an issue with the current by-law's legality
 - The Concept Plan review by Town Meeting creates uncertainty for property owners
 - Town Meeting had previously agreed to create three business districts, which allows the Planning Board to apply more specific guidelines in eachThe Concept Plan current process requires a project concept plan to be presented to the Planning Board and then to Town Meeting. At Town Meeting, it must be approved by a 2/3rds vote. The proposer then applies to the Planning Board for a Special Permit. This is a business “unfriendly” and drawn out process, and can be expensive.
- Audience: It feels like a tradition will be given up. The Planning Board and Town Meeting reviews don't really overlap and don't discuss the same issues.
 - R: This proposal only addresses existing commercially zoned land. It does not pre-empt or create zoning areas. Please see comments above.
- Audience: The Town is run by Town Meeting. If this passes, Town Meeting will give away a right to vet what types of businesses come to town.
 - R: Town Meeting does not possess the organizational structure nor technical skill to fully decide (either approve or deny) a proposal. The Planning Board does has this ability.
- Audience: The Concept Plan is not business friendly. It leads to long lead times for decisions, and market risks. This type of decision is probably best left to the appropriate Boards.

MOTION to Move the Question (Article 24 - Main Motion)

Moved and Seconded

Quantum: 2/3 Majority

Vote on the MOTION to Move the Question: Passed by 2/3 Majority vote

VOTE – Article 24 – Main Motion: Chair declared passed by 2/3 Majority vote

ARTICLE 25: TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 218-16.2, entitled: **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**, that would provide as follows, and further, to amend the Bylaw's Table of Contents to add Section 218-16.2, “Temporary Moratorium on Recreational Marijuana Establishments:”

Section 218-16.2 Purpose

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. Currently under the Zoning Bylaw, a non-medical Marijuana Establishment (hereinafter, a "Recreational Marijuana Establishment"), as defined in G.L. c. 94G, §1, is not specifically addressed in the Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments.

The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Section 218-16.2(a) Definition

"Recreational Marijuana Establishment" shall mean a "marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

Section 218-16.2(b) Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier.

During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*
Finance Committee: *No Position*
Planning Board: *Recommended Unanimously (4/6/2017)*

Summary: *Due to the fact that the Commonwealth has yet to set regulations for the use of recreational marijuana, the Board of Selectmen is recommending the adoption of a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. As stated in the proposed moratorium, it shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier.*

Mover: Anna Eliot

MOTION: I move that the Town vote to amend the Town's Zoning Bylaw by adding a new Section 218-16.2, entitled: "Temporary Moratorium on Recreational Marijuana Establishments," and adding a reference to that section in the Bylaw's Table of Contents, as set forth in the Warrant.

Moved and Seconded

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

Vote on Article 25 – Main Motion: Passed by 2/3 Majority vote

ARTICLE 26: AMEND CHAPTER 175 – RETAIL SALES, HOURS OF

To see if Town will vote to vote to amend the Code of the Town of Groton by deleting Chapter 175, "Retail Sales, Hours Of" in its entirety and replacing it with a new Chapter 175, "Retail Sales, Hours Of", to read as follows:

CHAPTER 175, RETAIL SALES, HOURS OF

§ 175-1 Sale of food; violations and penalties.

- A. No person shall sell at retail between the hours of 12:00 a.m. and 5:00 a.m. any food. The term "food," as used in this chapter, shall include any article or commodity, however stored or packaged, intended for human consumption and shall include alcoholic beverages to be consumed off the premises at which they are sold, unless any other law, permit or license granted to the seller of such beverages shall otherwise provide.
- B. This section shall not apply to the sale of food or alcoholic beverages to be consumed on the premises at which they are sold or to be consumed off the premises on which they are sold when such sale is by a licensed common victualler primarily engaged in the sale of food to be consumed on such premises.
- C. Persons found guilty of violating this section shall pay a fine of \$200. For purposes of this section, each separate sale shall be deemed a separate offense. In the event of the sale of several items or articles at one time to one customer, only one sale shall be deemed to have taken place.

§ 175-2. Places of business engaged in selling of food; violations and penalties.

- A. No store or place of business engaged in the retail sale of food shall be open for the transaction of business between the hours of 12:00 a.m. and 5:00 a.m.
- B. This section shall not apply to the sale of food or alcoholic beverages to be consumed on the premises at which they are sold or to be consumed off the premises on which they are sold when such sale is by a licensed common victualler primarily engaged in the sale of food to be consumed on such premises.
- C. Violators of this section shall be subject to a fine of \$200 for each violation. In case of continuing violation, every calendar day upon which a store shall remain open shall be deemed a separate offense.

§ 175-3. Sale of fuel.

No person shall sell at retail between the hours of 12:00 a.m. and 5:00 a.m. any gasoline, oil, diesel fuel or other product used in the operation of a gasoline service station. The term "gasoline service station" shall mean a structure or lot used primarily for the sale at retail of gasoline and oil for servicing motor vehicles.

§ 175-4. Operation of gasoline service station; violations and penalties.

- A. No gasoline service station, as defined in § 175-3, shall be open between the hours of 12:00 a.m. and 5:00 a.m.
- B. Violations of this section shall be subject to a fine of \$200 for each violation. In the case of continuing violations, every calendar day or portion thereof upon which a gasoline service station shall remain open shall be deemed a separate offense.

§ 175-5 Construal of provisions.

Sections **175-3** and **175-4** shall be construed to constitute separate bylaw provisions enforceable independently of §§ **175-1** and **175-2** and of each other to the effect that if either one or the other is found to be unconstitutional or invalid, such finding shall not impair the constitutionality or validity of the remaining section.

or to take any other action relative thereto.

BOARD OF SELECTMEN

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

Summary: *The purpose of this article is to allow retail stores and gasoline stations to operate between 5:00 a.m. and midnight. Currently, retail stores and gasoline stations can only operate between 6:00 a.m. and 11:00 p.m.*

Mover: Barry Pease

MOTION: I move that the Town vote to amend the Code of the Town of Groton by deleting Chapter 175, "Retail Sales, Hours Of" in its entirety and replacing it with a new Chapter 175, "Retail Sales, Hours Of", as set forth in the Warrant.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote- Article 26 – Main Motion: Passed by Majority vote

ARTICLE 27: ADOPT M.G.L. CHAPTER 41, §41B - DIRECT DEPOSIT

To see if the Town will vote to accept the provisions of section 41B of chapter 41 of the General Laws to authorize the payment of salaries, wages, or other compensation by direct deposit to a bank or other financial institution account, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *Currently, a majority of the Town's employees utilize Direct Deposit for the payment of wages. There are several employees who still receive live checks. The use of live checks can cause administrative issues when they are lost or mutilated. By adopting this Chapter and Section of the General Laws, the Town can implement Direct Deposit for the payment of wages for all employees.*

Mover Barry Pease

MOTION: I move that the Town vote to accept the provisions of section 41B of chapter 41 of the General Laws to authorize the payment of salaries, wages, or other compensation by direct deposit to a bank or other financial institution account.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Requires all employees to be on direct deposit

VOTE on Article 27 – Main Motion: Passed by Majority vote

ARTICLE 28: BOAT EXCISE TAX PAYMENTS

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To see if the Town will vote, pursuant to section 5G of chapter 40 of the General Laws, to establish a municipal waterways improvement and maintenance fund for the receipt of fifty percent of boat excise tax payments made under G.L. c. 60B, §2, and payments from the state or federal government, and the expenditure thereof for waterways maintenance and improvements, and law enforcement and fire prevention as authorized by section 5G, or to take any other action relative thereto.

GREAT PONDS ADVISORY COMMITTEE

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

Summary: *Massachusetts General Laws provides that a portion of the revenues received from Boat Excise taxes may be used by the Town for waterways improvements. If collected, Boat Excise taxes could amount to approximately \$2,500 per year. The two State boat ramps located on great ponds in Groton, Baddacook and Lost Lake, badly need portable sanitary facilities to eliminate the current unsanitary use of these ramps. The Commonwealth's Office of Fishing and Boating Access granted the Town permission to place handicapped accessible port-o-potties at each location. The Town received a quote that it would cost approximately \$1,800 annually to install these facilities. If this fund is established by Town Meeting, the revenues received from Boat Excise taxes can be used to cover this expense.*

Mover: Alex Woodle

MOTION: I move that the Town vote, pursuant to section 5G of chapter 40 of the General Laws, to establish a municipal waterways improvement and maintenance fund for the receipt of fifty percent of boat excise tax payments made under G.L. c. 60B, §2, and payments from the state or federal government, and the expenditure thereof for waterways maintenance and improvements, and law enforcement and fire prevention as authorized by section 5G.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 28 – Main Motion: Passed by Majority vote

ARTICLE 29: HANDICAP PARKING FINES

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 40, Section 22G, to allocate all funds received from fines assessed for violations of handicap parking to the Commission on Accessibility, with all funds so received to be deposited by the Town Treasurer in a separate account used solely for the benefit of persons with disabilities, or to take any other action relative thereto.

COMMISSION ON ACCESSIBILITY

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

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Summary: *Adoption of this section of State Law will require that funds from parking tickets for handicapped parking violations be deposited in a special account. Such funds must be used for the benefit of people with disabilities. Examples include automatic door openers, assistive technology devices, access ramps, sign language interpreters, etc.*

Mover: Michelle Collette

MOTION: I move that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 40, Section 22G, to allocate all funds received from fines assessed for violations of handicap parking to the Commission on Accessibility, with all funds so received to be deposited by the Town Treasurer in a separate account used solely for the benefit of persons with disabilities.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 29 – Main Motion: Passed by Majority vote

ARTICLE 30: INCREASE DEMAND FEE ISSUED BY COLLECTOR

To see if the Town will vote to charge, for each written demand issued by the Collector, a fee of \$10.00, to be added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60, Section 15, effective as of July 1, 2017, or to take any other action relative thereto.

TOWN MANAGER

TOWN TREASURER/TAX COLLECTOR

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *One of the recommendations of the Sustainable Budget Study Committee was to review all fees collected by the Town of Groton. One of the fees that was reviewed was the demand fee the Tax Collector can charge for late payments of both motor vehicle and property tax bills. Currently, the Town charges a fee of \$5.00. State law allows a maximum fee of \$30.00. Town Meeting approval is needed in order to increase this fee. The Town Manager and Town Treasurer/Tax Collector are recommending that this fee be increased to \$10.00.*

Mover: John Petropoulos

MOTION: I move that the Town vote to charge, for each written demand issued by the Collector, a fee of \$10.00, to be added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60, Section 15, effective as of July 1, 2017.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 30 – Main Motion: Chair declared passed by Majority vote

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ARTICLE 31: ACCEPTANCE OF CRYSTAL SPRING LANE AS A TOWN WAY

To see if the Town will vote to accept as a public way the roadway known as Crystal Spring Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Street Acceptance Plan, Crystal Spring Estates, Groton, Mass, prepared for High Oaks Realty Trust" dated December 23, 2014, Revised February 2, 2016, prepared by Ducharme & Dillis, Bolton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: **Voted to Recommend Road Layout (Sept 11, 2016)**

Summary: *To accept Crystal Spring Lane as a public way.*

Mover: Anna Eliot

MOTION: I move that the Town vote to accept as a public way the roadway known as Crystal Spring Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Street Acceptance Plan, Crystal Spring Estates, Groton, Mass, prepared for High Oaks Realty Trust" dated December 23, 2014, Revised February 2, 2016, prepared by Ducharme & Dillis, Bolton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: **Majority**

Vote on Article 31 – Main Motion: **Passed by Unanimous vote**

ARTICLE 32: ACCEPTANCE OF ROBIN HILL ROAD AS A TOWN WAY

To see if the Town will vote to accept as a public way portion of the roadway known as Robin Hill Road, as heretofore laid out by the Board of Selectmen and as shown on two plans as follows:

Plan #1 - A plan entitled "Roadway As-Built for Robin Hill Road STA 0+00-9+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #2 - A plan entitled "Roadway As-Built for Robin Hill Road STA 9+00-18+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

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Plan #3 - A plan entitled "Roadway As-Built for Robin Hill Road STA 18+00-24+00 and 24+00 to End In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 21, 2015, prepared by R. Wilson Associates, Acton, MA;

copies of which are on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: **Voted to Recommend Robin Hill Road become a public way (1/26/17)**

Summary: *To accept Robin Hill Road as a public way.*

Mover: Anna Eliot

MOTION: I move that the Town vote to accept as a public way a portion of the roadway known as Robin Hill Road, as heretofore laid out by the Board of Selectmen and as shown on three plans as follows:

Plan #1 - A plan entitled "Roadway As-Built for Robin Hill Road STA 0+00-9+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #2 - A plan entitled "Roadway As-Built for Robin Hill Road STA 9+00-18+00 In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 15, 2014, prepared by R. Wilson Associates, Acton, MA;

Plan #3 - A plan entitled "Roadway As-Built for Robin Hill Road STA 18+00-24+00 and 24+00 to End In Groton, Mass. Owner: Fox Meadow Realty Corp.", dated December 21, 2015, prepared by R. Wilson Associates, Acton, MA;

copies of which are on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- Audience: Why should the Town accepts a road?
 - R: Under the sub-division rules, it is expected that the Town will take over roads built to specifications for the benefit of the affected taxpayers.

Vote on Article 32 – Main Motion: Passed by Unanimous vote

ARTICLE 33: ACCEPTANCE OF CARDINAL LANE AS A TOWN WAY

To see if the Town will vote to accept as a public way the roadway known as Cardinal Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Roadway As-Built for Cardinal Lane in Groton, Mass. Owner: Fox Meadow Realty Group", dated December 15, 2014, prepared by R. Wilson Associates, Land Surveyors and Civil Engineers, Acton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Planning Board: *Recommended Cardinal Lane be laid out as a public road (1/26/2017)*

Summary: *To accept Cardinal Lane as a public way.*

Mover: Anna Eliot

MOTION: I move that the Town vote to accept as a public way the roadway known as Cardinal Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled "Roadway As-Built for Cardinal Lane in Groton, Mass. Owner: Fox Meadow Realty Group", dated December 15, 2014, prepared by R. Wilson Associates, Land Surveyors and Civil Engineers, Acton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 33 – Main Motion: Passes by Unanimous vote

ARTICLE 34: CONVEY LAND, ASSESSORS' MAP 128, PARCEL 12, LOT 0

To see if the Town will vote to transfer to the custody and control of the Board of Selectmen a certain parcel of land shown on Assessors' Map 128 as Parcel 12 Lot 0 for the purpose of sale or conveyance, and to authorize the Board of Selectmen to convey such land for consideration of \$1.00 to Ms. Linda Grey, and to take all actions and execute all documents required in connection therewith, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *No Position*

Summary: *To correct a situation where a structure was enlarged on a parcel of land that was Town property. The parcel of land that was owned by Marcel Gervais abuts the lot owned*

by the Town. Mr. Gervais purchased the parcel in 1979 for cash payment of \$19,900 with a seasonal cottage on the lots. No title search was done and he put an addition on the structure which encroached on the Town land. Mr. Gervais found out about 10 years ago that his house was on Town land and started to work with the Town to correct the situation. He has since passed away and his wife is not able to do anything with the property until this is corrected. Since they have been paying taxes on the parcel with the addition since 1989, the Assessors believe the property should be sold to Linda Grey.

Mover: Donald Black

MOTION: I move that the Town vote to transfer to the custody and control of the Board of Selectmen a certain parcel of land shown on Assessors' Map 128 as Parcel 12 Lot 0 for the purpose of sale or conveyance, and to authorize the Board of Selectmen to convey such land for consideration of \$1.00 to Ms. Linda Grey, and to take all actions and execute all documents required in connection therewith.

Moved and Seconded

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

Vote on Article 34 – Main Motion: Passed by Unanimous vote

ARTICLE 35: CITIZENS' PETITION – CREATE TOWN SEAL COMMITTEE

To see if the Town will vote to require the Board of Selectmen to appoint a five (5) member Town Seal Committee charged with soliciting public input into the design for a new Town Seal; selecting from among the submissions received, the design that best embodies Groton's character, history and aspirational values; and presenting that design to a future Town Meeting for approval, or to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Greg Fishbone	95 Main Street	Ellen Olson-Brown	46 Willowdale Road
Jack McCaffrey	8 Prescott Street	Judith Stuer-Moore	55 Willowdale Road
James L. Gmeiner	366 Longley Road	Peter Santoro	59 Raddin Road
Deborah Santoro	59 Raddin Road	Stuart M. Schulman	39 Chicopee Row
Jeff Warmouth	526 Chicopee Row	Dori Fishbone	95 Main Street

Board of Selectmen: 2 For – Petropoulos, Degen; 2 Against – Cunningham, Pease; 1 No Position – Eliot
Finance Committee: No Positon

Summary: *This article would require the Selectmen to appoint a five member Committee charged with designing a new Town Seal for Town Meeting approval.*

Mover: Greg Fishbone

MOTION: I move that the vote to require the Board of Selectmen to appoint a five (5) member Town Seal Committee charged with soliciting public input into the design for a new Town Seal; selecting from among the submissions received, the design that best embodies

Groton's character, history and aspirational values; and presenting that design to a future Town Meeting for approval.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

MOVER: Greg Fishbone (Intention is to strike and replace the original motion)

MOTION: I move that the Town vote to advise the Board of Selectmen to appoint a five (5) member committee regarding issues of inclusion, tolerance, and respect in the official and unofficial symbols of the Town for uses that include, but are not limited to, the marketing or branding of town services, signage for wayfinding or navigation, and promoting Groton as a cultural and recreational destination.

Moved and Seconded

Quantum: Majority

Discussion:

- The Moderator allowed debate on both the Main Motion and the proposed amendment.
- Mr. Fishbone presented an argument in favor of the Article.
- Mr. Black presented an argument against the Article.
- Sustainability Commission voted to support the Article (4/8/2017).
- Letter from Representative Harrington opposing the Article was read.
- Letter from Selectman Degen in favor of the Article was read.

MOTION to MOVE the Question

The Moderator ruled that this motion was presented before the Meeting could have a fair discussion of the Article and did not accept the motion.

- Audience: Many emotional arguments were made for and against the article.
 - In Favor: The seal honors Town history; Items on the seal represent important aspects of Groton life at the inception of the Town and during its development.
 - Against: The items on the seal do not represent Groton as it is today.
- Some audience members suggested this question should go to the ballot.

MOTION to MOVE the Question (both the Amendment and Main Motion)

Moved and Seconded

Quantum: 2/3 Majority

Vote on Motion to Move the Question: Passed by 2/3 Majority

VOTE on Article 35 – Motion to Amend (Strike and Replace): Defeated

VOTE on Article 35 – Main Motion: Defeated

ARTICLES 36 THROUGH 41 WILL BE PART OF THE CONSENT AGENDA. PLEASE SEE EXPLANATION PROVIDED BY THE TOWN MODERATOR AFTER ARTICLE 41.

[Ed. Note: The Consent Agenda Motion and Vote are recorded after the listing for Article 41]

ARTICLE 36: APPLY FOR GRANTS

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

BOARD OF SELECTMEN

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

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

ARTICLE 37: DEBT SERVICE FOR SURRENDEN FARMS

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum or sums of money, pursuant to Massachusetts General Laws, Chapter 44B, Section 5 for debt service for Fiscal Year 2017 for the Surrenden Farm Land Acquisition, as authorized under Article 1 of the April 24, 2006 Special Town Meeting, or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Community Preservation Committee: *Recommended Unanimously*

Summary: *This article appropriates the debt payments for the Surrenden Farm Land Purchase. Funding for this article will come from Community Preservation Funds. The anticipated debt service for Fiscal Year 2018 is \$476,722. To fund this, \$80,000 would be paid from the Open Space Reserve and \$396,722 would be paid from the Unallocated Reserve.*

ARTICLE 38: SUPPLEMENT PRIOR BORROWING VOTES

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To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or to take any other action relative thereto.

TOWN MANAGER

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The recently approved Massachusetts Municipal Modernization Act (adopted on November 7, 2016) amended Chapter 44, Section 20 of the General Laws changing the manner in which Bond Proceeds (surplus gained when selling Municipal Bonds) can be used. It changes the treatment of bond premiums from general fund revenue to allow that it be used to pay project costs and reduce the amount borrowed, thereby reducing the debt service payment on capital projects. The purpose of this Article is to allow the Town to apply this change in the law to previously approved capital projects that authorized the Town to borrow funds to complete the project, but have yet to be permanently financed.*

ARTICLE 39: CREATE BYLAW ESTABLISHING VARIOUS REVOLVING FUNDS

To see if the Town will vote, pursuant to the provisions of G.L. c. 44 sec 53E ½, as most recently amended, to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

There are hereby established in the Town of Groton pursuant to the provisions of G.L. C.44, sec 53E ½, the following Revolving Funds:

Program or Purpose	Representative or Board Authorized to Spend	Department Receipts
Stormwater Management	Earth Removal/Stormwater Advisory Committee	Stormwater Management/Low-Impact Development Fees
Conservation Commission Land Management	Conservation Commission	Agricultural/Silvicultural Fees
Affordable Housing Marketing	Town Manager	Fees from Developers for Affordable Units
Home Recycling Equipment Support	DPW Director	Sale of Recycling Equipment
Access for Persons with Disabilities	Commission on Accessibility	Handicap Parking Violation Fines

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Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, sec. 53E ½.

And, further, to set FY2018 spending limits for such revolving funds as follows:

Program or Purpose	FY 2018 Spending Limit
Stormwater Management	\$20,000
Conservation Commission	\$50,000
Affordable Housing Marketing	\$50,000
Home Recycling Equipment	\$10,000
Access for Persons with Disabilities	\$10,000

or take any other action relative thereto.

TOWN MANAGER

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *In previous years, Town Meeting would vote to create and set the limit on various revolving funds. Each revolving fund would require a separate article. Recently, the General Laws of the Commonwealth were amended to allow municipalities to adopt a bylaw that would authorize the revolving fund, thereby eliminating the necessity to have separate votes on each fund. In the future, all Town Meeting will have to do is set the annual spending limit each fiscal year.*

ARTICLE 40: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 22F, 22G, 37, 37A, 41, 41B, 41C, 41C½, 42, 43, 56 or 57 of G.L. c. 59, §5, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

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

ARTICLE 41: ACCEPT PROVISIONS OF M.G.L., CHAPTER 59, §5

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

BOARD OF ASSESSORS

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

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

Mover: John Petropoulos

MOTION: I move that the Town vote to combine for consideration Articles 36, 37, 38, 39, 40 and 41 of the Warrant for this Town Meeting and that the Town take affirmative action on said articles without debate and in accordance with the action proposed under each, and that, with respect to Article 37, the Town appropriate, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, the sum of \$80,000 from the Community Preservation Fund Open Space Reserve and the sum of \$396,722 from the Community Preservation Fund Unallocated Reserve for a total of \$476,722 to fund the Surrenden Farm debt service for Fiscal Year 2018; provided, however, that if any voter, prior to the taking of the vote, requests the right to debate a specific article, then said article shall be removed from this motion and acted upon in the ordinary course of business.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

The Moderator read the Article Number and Title of each article in the Consent Agenda and asked if a voter wished to “hold” the Article for a separate vote. No “holds” were offered.

Vote on Consent Agenda Main Motion for Articles 36 through 41:

Passed by Unanimous vote

MOTION to DISSOLVE the Spring 2017 Town Meeting:

Moved and Seconded

Quantum: Majority

Vote on Motion to Dissolve: Passed by Unanimous vote

The Spring 2017 Town Meeting was dissolved at 9:10 PM on May 8, 2017.

Moderator's Consent Agenda to Save Time at Town Meeting

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

What Articles Are Included

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

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

How Consent Agendas Work

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

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

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

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

What Voters Need to Do

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

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

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Hereof fail not and make return of your doings to the Town Clerk on or before time of said meeting.

Given under our hands this 3rd Day of April in the year of our Lord Two Thousand Seventeen.

John G. Petropoulos

John G. Petropoulos, Chairman

Joshua A. Degen

Joshua A. Degen, Vice-Chairman

Barry A. Pease

Barry A. Pease, Clerk

Peter S. Cunningham

Peter S. Cunningham, Member

Anna Eliot

Anna Eliot, Member

OFFICERS RETURN

Groton, Middlesex

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

Constable

Date Duly Posted

**BUDGET MESSAGE FROM THE
TOWN MANAGER
AND
FINANCE COMMITTEE

TOWN OF GROTON
FISCAL YEAR 2018**

Pursuant to Article 6, Sections 6-3 and 6-4 of the Charter of the Town of Groton, Massachusetts, the Finance Committee, Board of Selectmen and Town Manager are pleased to submit for your consideration the Proposed Fiscal Year 2018 Operating Budget for the Town of Groton. This is the second year in which the Board of Selectmen and Finance Committee have provided direction prior to the development of the proposed budget in compliance with the revised Financial Policies of the Town. The Finance Committee and Board of Selectmen met with the Finance Team, comprised of the Town Manager, Town Accountant, Treasurer/Collector, Principal Assessor, Human Resources Director and Executive Assistant prior to the issuance of the initial budget instructions to review objectives and develop specific goals that would be followed during the development of the Fiscal Year 2018 Proposed Operating Budget.

The Board of Selectmen and Finance Committee voted that overall municipal spending should not increase by more than 2.4% and directed the Finance Team to continue to plan for the future and develop a budget that will be sustainable in future years. The initial budget proposed by the Town Manager on December 31, 2016 met the directive of providing a budget that keeps municipal spending to an increase of no more than 2.4%, including excluded debt, while continuing to provide the same level of services that our residents currently receive. When you remove excluded debt, the actual increase in the Proposed Budget was 2.86%.

When developing the Town's estimated revenues for Fiscal Year 2018, there were several factors that had a positive impact on these revenues. First, based on the current budget before the State Legislature, it appears that Groton will receive an increase of approximately \$55,000 in State Aid in Fiscal Year 2018. Second, the local meals tax continues to boost local receipts and we believe the Town will receive over \$100,000 in these revenues in FY 2018. The third factor involves the final new growth certified for Fiscal Year 2017. When the FY 2017 Budget was originally developed, the Town estimated approximately \$17 million in new growth, generating about \$319,000 in additional levy capacity. The final new growth certified in the beginning of December, 2016 was certified at approximately \$24 million, generating over \$444,000 in additional levy capacity. Fourth, the Town has approximately \$674,000 in its Excess and Deficiency Fund (Free Cash) that can be used to address non-recurring issues that will help offset future costs in both Debt Service and Other Post-Employment Benefits (OPEB). The final factor that had a positive impact on revenues for Fiscal Year 2018 is the work of the Sustainable Budget Study Committee. Several of their recommendations have been adopted as part of the Fiscal Year 2018 Budget that has generated over \$100,000 in new revenues for Fiscal Year 2018.

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The following chart shows the anticipated new revenues that can be used to balance the proposed budget:

	Actual	Proposed	Dollar	Percent
<u>Revenue Source</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>Change</u>	<u>Change</u>
Property Tax	\$ 28,151,493	\$ 29,129,180	\$ 977,687	3.47%
Unexpended Tax Capacity	\$ (178,840)	\$ (114,542)	\$ 64,298	-35.95%
State Aid	\$ 860,020	\$ 915,112	\$ 55,092	6.41%
Local Receipts	\$ 3,608,413	\$ 3,828,472	\$ 220,059	6.10%
Free Cash	\$ 60,000	\$ 292,300	\$ 232,300	387.17%
Other Available Funds	\$ 225,000	\$ 266,000	\$ 41,000	18.22%
TOTAL	\$ 32,726,086	\$ 34,316,522	\$ 1,590,436	4.86%

Due to some of the positive revenue factors outlined above, the Finance Committee, Board of Selectmen and Town Manager were able to address additional issues that will improve the overall delivery of services to our residents. To this end, we would like to call to your attention various areas within the Proposed Operating Budget.

First, the Town of Groton has been very fortunate to have such an outstanding Fire Department consisting of both Career and Call Firefighters. This combination has allowed the Town to provide excellent Fire and EMS services to our residents in an extremely cost effective manner. That said, the Town has struggled to recruit and retain on-call Firefighters and EMT's. This is not just a problem in the Town of Groton, but a national trend that is likely to continue due to the increased training requirements for Call Firefighters. These requirements are very demanding and have been known to be prohibitive to working adults. According to a memorandum sent to the Board of Selectmen by our Fire Chief, Steele McCurdy, *"the training provided today to our firefighters and EMT's has increased significantly over the past 20 years due to the changing mission of the fire service and ever increasing hazards of the modern fire. This increase in initial training coupled with the demands of work and family are proving to be a significant obstacle to the addition of new on-call personnel. The importance of constant recruitment cannot be overstated as the department relies heavily upon the consistent recruitment of personnel to counter the attrition seen from year to year."*

Due to the budgetary constraints the Town is facing in Fiscal Year 2018 and future years, the addition of Full-time Firefighters will be a very difficult proposition. However, the Town needs to take some action in Fiscal Year 2018. The Fire Chief has developed a couple of programs to address recruitment of qualified Call Firefighters. One program is the creation of the Groton Fire Explorer program which allows young adults (ages 14-21) to participate in the Fire Department through the Boy Scouts of America. Participating at a young age will hopefully encourage these individuals to become involved in both the Fire Department and Community, with hope that they will join the Call Department when they get older. The second program that the Chief has developed is the Auxiliary Firefighter/EMT program, which allows individuals interested in joining the Groton Fire Department to participate in a more limited role while they receive their Firefighter training. While both these programs are encouraging for the future, the Town has an immediate problem that needs to be addressed. The Town has seen several calls for ambulance services requiring mutual aid coverage because our Call EMT's were unavailable.

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To this end, the Fire Chief proposed in his operating budget a \$73,000 line item to provide compensation to Call EMT's and Officers as an incentive to sign up for call shifts. Under this "Pilot Program" plan, if an EMT signs up for a shift, he/she will guarantee to be available and will respond to calls should they occur. According to Department policy, members are required to maintain a minimum number of on-call hours each month but are not currently compensated for this time commitment. By offering a financial incentive, we would expect more EMT's will cover shifts that are normally difficult to cover. The most difficult shifts to cover are from 6:00 p.m. to 6:00 a.m. on Fridays, Saturdays and Sundays, although this program would target overnight coverage seven days a week. Article 6 in the Warrant requests Town Meeting to adopt this Pilot Program.

Second, in Fiscal Year 2016, the Town Meeting appropriated the necessary funding to provide lifeguards at Sargisson Beach. This was extremely popular for our residents and there was high utilization of Sargisson Beach. Due to the budgetary constraints that the Town faced in Fiscal Year 2017, funding for the lifeguards was eliminated from the Budget to address other more pressing issues. However, thanks to the generous donation of several residents, the Town was able to provide lifeguards at Sargisson Beach last summer. When the Town Manager submitted the original Fiscal Year 2018 Budget, funding for the lifeguards was not included. Since that time, as explained earlier, additional revenues became available and the Finance Committee, Board of Selectmen and Town Manager decided to recommend funding the lifeguards again in Fiscal Year 2018. The cost for this program is \$25,257.

Third, with a healthy level of funding in our Excess and Deficiency Fund, the Finance Committee requested that the Finance Team re-evaluate the way we had planned to fund current and anticipated bond authorizations. The Town currently has three bond authorizations for the following projects: Four Corners Sewer Engineering - \$300,000; Lost Lake Fire Protection - \$1,837,000; Public Safety Radio Project - \$650,000. In addition, Article 9 of the Warrant will request a bond authorization of \$995,000 to purchase a new Ladder Truck for the Fire Department. The Fiscal Year 2017 Proposed Operating Budget had proposed that the Town use Bond Anticipation Notes (BANs) to cover the short-term debt service on the previously authorized projects and then permanently finance those bonds (with the exception of the Four Corners Sewer Engineering), as well as the proposed purchase of the Ladder Truck, in Fiscal Year 2020. To pay the debt service on these bonds (less the Four Corners Sewer Engineering), it was proposed to utilize a reduction in the Pension Budget in FY 2020 of approximately \$190,000.

The goal of this evaluation was to stabilize debt service within the levy limit, free up levy capacity to pay for other services, and reduce interest payments for the Town. To that end, the Finance Team proposed, and the Finance Committee approved, a recommendation to utilize \$132,300 in Free Cash to pay down the principal on the approved bond authorizations. This will allow the Town to stabilize debt service in the Operating Budget and choose to either continue to pay down principal each year, or determine the best time to permanently finance the approved bond authorizations. This plan provides greater flexibility to the Town relative to financing the Town's debt.

Fourth, two years ago, we implemented a plan that we felt would allow us to eliminate the taxpayer subsidy to operate the Groton Country Club. The goal was to eliminate this subsidy within three years. In order to achieve this, we made several changes in the way we manage and operate the Groton Country Club. Through the leadership of our General Manager/Head Golf Professional Shawn Campbell, this plan has been extremely successful. Over the last

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three years the taxpayer subsidy has decreased from \$273,683 in FY 2015, to approximately \$100,000 last year. Based on recent growth trends and consolidation of expenses, we believe that in Fiscal Year 2018, the Groton Country Club will be completely self-sufficient without the need of any taxpayer subsidy. This includes all operational expenses as well as overhead costs contained within the Town's Operating Budget. Please note that the requested operational budget for FY 2018 is \$379,620. The following chart shows the total anticipated expenses of the Country Club in FY 2018 and anticipated revenues that are not expected to require any taxpayer subsidy in Fiscal Year 2018:

<u>Item</u>	<u>FY 2018 Expense</u>
Country Club Salaries	\$143,285
Country Club Wages	\$113,881
Country Club Expenses	\$122,454
Capital Purchases	\$ 11,600
Wages in Operating Budget	\$ 12,296
Health Insurance	\$ 25,186
Payroll Taxes	\$ 3,907
Insurance	\$ 15,878
Building Costs	\$ 4,000
Unemployment	<u>\$ 8,000</u>
Sub-Total Expense	\$460,487
Less Anticipated FY 2018 Revenue	\$460,487
Taxpayer Subsidy	\$ 0

Fifth, at the 2015 Spring Town Meeting, the Board of Selectmen and Finance Committee agreed to request that Town Meeting accept the provisions of Chapter 32B, §20 of the General Laws that established a separate trust fund known as the Other Post-Employment Benefits Liability Trust Fund. Beginning in Fiscal Year 2016, the Town funded this Trust by transferring from the Operating Budget the amount of money necessary to cover the annual liability (about \$200,000) for our retirees' health insurance. While this allows us to cover our annual obligation, it does nothing to address our accrued liability. GASB 45 requires that a periodic actuarial analysis be done to identify the costs of OPEB that are earned by public employees during their years of service, and then also requires that this cost be reported as an accrued liability and included as a footnote to the Town's financial statements. Groton's liability at the beginning of Fiscal Year 2016 is \$8.1 million (including the Enterprise Funds). While there is still no obligation to fund this liability, choosing to leave it unfunded may negatively impact the Town's ability to maintain a high credit rating and thereby control debt service costs.

The Finance Team recommended that the Town begin to pay down this liability. To that end, in addition to the transfer of money from the Operating Budget to offset the Town's annual liability, Article 5 will request an additional \$100,000 be transferred from the Town's Excess and Deficiency Fund to the Town's OPEB Trust Fund, to begin making substantial contributions to pay down the Town's liability.

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Finally, the Town has seven (7) Collective Bargaining Units. All Agreements were renewed in FY 2016 for three (3) years. Fiscal Year 2018 will be the final year of the contracts. Five of the Unions have agreed to a 2% wage adjustment in FY 2018. Both the Patrolmen's Association and Superior Officers' Union do not receive a wage adjustment in FY 2018. As has been our practice, the remaining three (3) By-Law employees receive the same adjustment as the Supervisors' Union, a wage adjustment of two (2%) percent. When you take into consideration these agreements, along with the employees that have contracts, salaries and wages will increase by \$88,071 in FY 2018. This will be the sixth year that we have implemented the performance incentive program for many of our union employees, as well as our By-Law employees. This program allows employees to earn up to an additional two (2%) percent wage increase based on a review of their performance by their department manager. The Fiscal Year 2018 impact for this program is \$49,022, bringing the total increase in salaries and wages due to collective bargaining in FY 2018 to \$137,093.

Section 6-5 of the Groton Charter requires the Finance Committee to provide a report that details the differences between the Town Manager's Proposed Budget and their final Proposed Budget. The following Chart shows the differences between the budget received by the Finance Committee from the Town Manager on December 31, 2016 and the budget that will be proposed to the 2017 Spring Town Meeting:

LINE	DEPARTMENT/DESCRIPTION	FY 2018 TOWN MANAGER ORIGINAL PROPOSED	FY 2018 FINANCE COMMITTEE APPROVED
BOARD OF SELECTMEN			
1024	Minor Capital	\$ -	\$ 27,000
NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL			
1400	Operating Expenses	\$ 611,524	\$ 607,520
GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT			
1410	Operating Expenses	\$ 19,149,093	\$ 19,108,378
LIBRARY			
1661	Wages	\$ 307,082	\$ 316,472
1662	Expenses	\$ 204,346	\$ 195,621
WATER SAFETY			
1681	Expenses and Minor Capital	\$ 2,732	\$ 27,989
DEBT SERVICE			
2004	Short Term Debt - Principal - Town	\$ -	\$ 294,100
2005	Short Term Debt - Interest - Town	\$ 71,000	\$ 31,100

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The following chart is a breakdown of the Finance Committee's Proposed Fiscal Year 2018 Operating Budget by function:

<u>Category</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>Dollar Difference</u>	<u>Percentage Change</u>
General Government	\$ 1,889,183	\$ 1,946,980	\$ 57,797	3.06%
Land Use	\$ 425,575	\$ 434,948	\$ 9,373	2.20%
Protection of Persons and Property**	\$ 3,677,815	\$ 3,845,214	\$ 167,399	4.55%
Department of Public Works	\$ 2,114,413	\$ 2,136,809	\$ 22,396	1.06%
Library and Citizen Services	\$ 1,565,030	\$ 1,595,272	\$ 30,242	1.93%
Sub-Total - Wages and Expenses	\$ 9,672,016	\$ 9,959,222	\$ 287,206	2.97%
Debt Service	\$ 1,282,713	\$ 1,464,319	\$ 181,606	14.16%
Employee Benefits	\$ 3,592,512	\$ 3,842,510	\$ 249,998	6.96%
Sub-Total - All Municipal	\$ 14,547,241	\$ 15,266,051	\$ 718,810	4.94%
Nashoba Tech	\$ 570,080	\$ 607,520	\$ 37,440	6.57%
Groton-Dunstable Operating	\$ 18,399,093	\$ 19,108,378	\$ 709,285	3.85%
Groton-Dunstable Excluded Debt	\$ 1,086,471	\$ 1,077,059	\$ (9,412)	-0.87%
Groton-Dunstable Debt	\$ 57,103	\$ 59,835	\$ 2,732	4.78%
Sub-Total - Education	\$ 20,112,747	\$ 20,852,792	\$ 740,045	3.68%
Grand Total - Town Budget**	\$ 34,659,988	\$ 36,118,843	\$ 1,458,855	4.21%
** Fiscal Year 2018 total includes the \$73,000 On-Call EMT Pay Incentive				

The total Proposed Fiscal Year 2018 Operating Budget, including the Regional Schools Assessments and excluded debt, but excluding the On-Call EMT Pay Incentive (\$73,000) is \$36,045,843 or an increase of 4.00%. When you factor in the On-Call EMT Pay Incentive, this proposed budget is \$114,542 under the anticipated FY 2018 Proposition 2½ Levy Limit. When you take into consideration the proposed Fire Department EMT Pay Incentive, Capital Budget, Enterprise Fund Budgets and additional appropriations raised on the recap sheet, the total proposed budget is \$39,043,339. The Fiscal Year 2017 Tax Rate has been certified at \$18.26. Based on the Proposed Budget, the estimated Tax Rate in Fiscal Year 2018 is \$18.68, or an increase of \$0.42. In Fiscal Year 2017, the average Tax Bill in the Town of Groton (based on a home valued at \$425,000) is \$7,761. Under this proposed budget, that same homeowner can expect a tax bill of \$7,939 or an increase of \$179. The following chart shows a comparison between FY 2017 and FY 2018:

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		Actual	Proposed		Dollar	Percent
		<u>FY 2017</u>	<u>FY 2018</u>		<u>Change</u>	<u>Change</u>
Levy Capacity Used*		\$ 27,972,653	\$ 29,007,832		\$ 1,035,179	3.70%
Tax Rate on Levy Capacity Used		\$ 16.91	\$ 17.38		\$ 0.47	2.78%
Average Tax Bill		\$ 7,187	\$ 7,387		\$ 200	2.78%
Excluded Debt		\$ 2,232,427	\$ 2,174,878		\$ (57,549)	-2.58%
Tax Rate on Excluded Debt		\$ 1.35	\$ 1.30		\$ (0.05)	-3.70%
Average Tax Bill		\$ 574	\$ 553		\$ (21)	-3.70%
Final Levy Used		\$ 30,205,080	\$ 31,182,710		\$ 977,630	3.24%
Final Tax Rate		\$ 18.26	\$ 18.68		\$ 0.42	2.30%
Average Tax Bill		\$ 7,761	\$ 7,939		\$ 179	2.30%

The Town Manager and Finance Committee would like to take this opportunity to thank the Board of Selectmen, Town Accountant Patricia DuFresne, Town Treasurer/Collector Michael Hartnett, Principal Assessor Rena Swezey, Human Resources Director Melisa Doig, Executive Assistant Dawn Dunbar and all of the Departments, Boards, Committees and Commissions for their outstanding work and cooperation in assisting in the preparation of the Proposed Operating Budget. In addition, the outstanding support and cooperation by Interim Superintendent of Schools Bill Ryan, Interim Business Manager Frank Antonelli, Assistant Business Manager Michael Knight and the Groton Dunstable Regional School District Committee was extremely important in developing this budget.

Respectfully submitted,

Mark W. Haddad

Groton Town Manager

Respectfully submitted,

Gary Green, Chairman

Robert Hargraves

Arthur Prest

Bud Robertson

Lorraine Leonard

David Manugian

Jon Sjoberg

Town of Groton Finance Committee

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TOWN OF GROTON					
FISCAL YEAR 2018					
REVENUE ESTIMATES					
			BUDGETED	ESTIMATED	
			FY 2017	FY 2018	CHANGE
PROPERTY TAX REVENUE			\$ 28,151,493	\$ 29,129,180	\$ 977,687
DEBT EXCLUSIONS			\$ 2,232,427	\$ 2,172,895	\$ (59,532)
CHERRY SHEET - STATE AID			\$ 860,020	\$ 915,112	\$ 55,092
UNEXPENDED TAX CAPACITY			\$ (178,840)	\$ -	\$ 178,840
LOCAL RECEIPTS:					
General Revenue:					
Motor Vehicle Excise Taxes			\$ 1,400,000	\$ 1,438,435	\$ 38,435
Meals Tax			\$ 100,000	\$ 100,000	\$ -
Penalties & Interest on Taxes			\$ 90,000	\$ 90,000	\$ -
Payments in Lieu of Taxes			\$ 220,000	\$ 230,000	\$ 10,000
Other Charges for Services			\$ 67,250	\$ 67,250	\$ -
Fees			\$ 325,000	\$ 325,000	\$ -
Rentals			\$ 32,500	\$ 32,500	\$ -
Library Revenues			\$ 12,000	\$ 12,000	\$ -
Other Departmental Revenue			\$ 611,063	\$ 750,800	\$ 139,737
Licenses and Permits			\$ 275,000	\$ 275,000	\$ -
Fines and Forfeits			\$ 30,000	\$ 30,000	\$ -
Investment Income			\$ 17,000	\$ 17,000	\$ -
Recreation Revenues			\$ 428,600	\$ 460,487	\$ 31,887
Miscellaneous Non-Recurring					\$ -
Sub-total - General Revenue			\$ 3,608,413	\$ 3,828,472	\$ 220,059
Other Revenue:					
Free Cash			\$ 60,000	\$ 292,300	\$ 232,300
Stabilization Fund for Minor Capital			\$ -	\$ -	\$ -
Stabilization Fund for Tax Rate Relief			\$ -	\$ -	\$ -
Capital Asset Stabilization Fund			\$ 426,980	\$ 415,692	\$ (11,288)
EMS/Conservation Fund Receipts Reserve			\$ 225,000	\$ 266,000	\$ 41,000
Community Preservation Funds			\$ -	\$ -	\$ -
Water Department Surplus			\$ -	\$ -	\$ -
Sewer Department Surplus			\$ -	\$ -	\$ -
Insurance Reimbursements			\$ -	\$ -	\$ -
Encumbrances			\$ -	\$ -	\$ -
Sub-total - Other Revenue			\$ 711,980	\$ 973,992	\$ 262,012
WATER DEPARTMENT ENTERPRISE			\$ 1,024,851	\$ 1,131,936	\$ 107,085
SEWER DEPARTMENT ENTERPRISE			\$ 698,276	\$ 699,840	\$ 1,564
LOCAL ACCESS CABLE ENTERPRISE			\$ 230,779	\$ 206,454	\$ (24,325)
TOTAL ESTIMATED REVENUE			\$ 37,339,399	\$ 39,057,881	\$ 1,718,482

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TOWN OF GROTON		
FISCAL YEAR 2018		
TAX LEVY CALCULATIONS		
FY 2018 PROPOSED EXPENDITURES		
General Government	\$	1,946,980
Land Use Departments	\$	434,948
Protection of Persons and Property	\$	3,772,214
Regional School Districts	\$	20,852,792
Department of Public Works	\$	2,136,809
Library and Citizen Services	\$	1,595,272
Debt Service	\$	1,464,319
Employee Benefits	\$	3,842,510
Sub-Total - Operating Budget		\$ 36,045,843
Additional Appropriations At Town Meeting		
Fire Department Call Incentive Pay	\$	73,000
OPEB Additional Funding	\$	200,000
A. TOTAL DEPARTMENTAL BUDGET REQUESTS		\$ 36,318,843
B. CAPITAL BUDGET REQUESTS		\$ 516,692
C. ENTERPRISE FUND REQUESTS		\$ 1,797,281
D. COMMUNITY PRESERVATION REQUEST		
OTHER AMOUNTS TO BE RAISED		
1. Amounts certified for tax title purposes	\$	-
2. Debt and interest charges not included	\$	-
3. Final court judgments	\$	-
4. Total Overlay deficits of prior years	\$	-
5. Total cherry sheet offsets	\$	1,000
6. Revenue deficits	\$	-
7. Offset Receipts	\$	20,000
8. Authorized deferral of Teachers' Pay	\$	-
9. Snow and Ice deficit	\$	200,000
10. Other		
E. TOTAL OTHER AMOUNTS TO BE RAISED		\$ 221,000
F. STATE AND COUNTY CHERRY SHEET CHARGES		\$ 89,523
G. ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS		\$ 100,000
TOTAL PROPOSED EXPENDITURES		\$ 39,043,339
FY 2018 ESTIMATED RECEIPTS		
ESTIMATED TAX LEVY		
Levy Limit	\$	29,129,180
Debt Exclusion	\$	2,172,895
A. ESTIMATED TAX LEVY		\$ 31,302,075
B. CHERRY SHEET ESTIMATED RECEIPTS		\$ 915,112
C. LOCAL RECEIPTS NOT ALLOCATED		\$ 3,828,472
C. OFFSET RECEIPTS		\$ -
D. ENTERPRISE FUNDS		\$ 2,038,230
E. COMMUNITY PRESERVATION FUNDS		\$ -
F. FREE CASH		\$ 392,300
OTHER AVAILABLE FUNDS		
1. Stabilization Fund		
2. Capital Asset Fund	\$	415,692
3. EMS/Conservation Fund	\$	266,000
G. OTHER AVAILABLE FUNDS		\$ 681,692
TOTAL ESTIMATED RECEIPTS		\$ 39,157,881
FY 2018 SURPLUS/(DEFICIT)		\$ 114,542

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APPENDIX A		TOWN OF GROTON						
		FISCAL YEAR 2018						
				FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
		ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>GENERAL GOVERNMENT</u>							
	MODERATOR							
1000	Salaries	\$ 65	\$ 65	\$ 65	\$ 65	0.00%	\$ 0.01	0.00%
1001	Expenses	\$ 19	\$ 80	\$ 80	\$ 80	0.00%	\$ 0.02	0.00%
	DEPARTMENTAL TOTAL	\$ 84	\$ 145	\$ 145	\$ 145		\$ 0.03	0.00%
	BOARD OF SELECTMEN							
1020	Salaries	\$ 3,891	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1021	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1022	Expenses	\$ 6,284	\$ 2,000	\$ 3,000	\$ 3,000	50.00%	\$ 0.64	0.01%
1023	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1024	Minor Capital	\$ 26,717	\$ -	\$ 27,000	\$ 27,000	100.00%	\$ 5.80	0.07%
	DEPARTMENTAL TOTAL	\$ 36,892	\$ 2,000	\$ 30,000	\$ 30,000	1400.00%	\$ 6.44	0.08%
	TOWN MANAGER							
1030	Salaries	\$ 188,596	\$ 197,572	\$ 204,592	\$ 204,592	3.55%	\$ 43.93	0.55%
1031	Wages	\$ 95,178	\$ 102,646	\$ 106,780	\$ 106,780	4.03%	\$ 22.93	0.29%
1032	Expenses	\$ 3,800	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.86	0.01%
1033	Engineering/Consultant	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1034	Performance Evaluations	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 287,574	\$ 304,218	\$ 315,372	\$ 315,372	3.67%	\$ 67.72	0.85%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	FINANCE COMMITTEE							
1040	Expenses	\$ -	\$ 210	\$ 210	\$ 210	0.00%	\$ 0.05	0.00%
1041	Reserve Fund	\$ 64,441	\$ 150,000	\$ 150,000	\$ 150,000	0.00%	\$ 32.21	0.41%
	DEPARTMENTAL TOTAL	\$ 64,441	\$ 150,210	\$ 150,210	\$ 150,210	0.00%	\$ 32.25	0.41%
	TOWN ACCOUNTANT							
1050	Salaries	\$ 81,538	\$ 84,833	\$ 87,395	\$ 87,395	3.02%	\$ 18.77	0.24%
1051	Wages	\$ 40,950	\$ 42,360	\$ 44,067	\$ 44,067	4.03%	\$ 9.46	0.12%
1052	Expenses	\$ 34,267	\$ 30,975	\$ 31,185	\$ 31,185	0.68%	\$ 6.70	0.08%
	DEPARTMENTAL TOTAL	\$ 156,755	\$ 158,168	\$ 162,647	\$ 162,647	2.83%	\$ 34.92	0.44%
	BOARD OF ASSESSORS							
1060	Salaries	\$ 84,818	\$ 84,875	\$ 85,325	\$ 85,325	0.53%	\$ 18.32	0.23%
1061	Wages	\$ 93,510	\$ 50,974	\$ 52,782	\$ 52,782	3.55%	\$ 11.33	0.14%
1062	Expenses	\$ 29,649	\$ 29,135	\$ 23,235	\$ 23,235	-20.25%	\$ 4.99	0.06%
1063	Legal Expense	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 207,977	\$ 164,984	\$ 161,342	\$ 161,342	-2.21%	\$ 34.64	0.44%
	TREASURER/TAX COLLECTOR							
1070	Salaries	\$ 82,476	\$ 84,125	\$ 84,966	\$ 84,966	1.00%	\$ 18.24	0.23%
1071	Wages	\$ 97,406	\$ 104,236	\$ 104,658	\$ 104,658	0.40%	\$ 22.47	0.28%
1072	Expenses	\$ 20,266	\$ 22,855	\$ 22,855	\$ 22,855	0.00%	\$ 4.91	0.06%
1073	Tax Title	\$ 4,038	\$ 4,500	\$ 4,500	\$ 4,500	0.00%	\$ 0.97	0.01%
1074	Bond Cost	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.07	0.01%
	DEPARTMENTAL TOTAL	\$ 207,186	\$ 220,716	\$ 221,979	\$ 221,979	0.57%	\$ 47.66	0.60%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
TOWN COUNSEL								
1080	Expenses	\$ 60,269	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 19.33	0.24%
	DEPARTMENTAL TOTAL	\$ 60,269	\$ 90,000	\$ 90,000	\$ 90,000	0.00%	\$ 19.33	0.24%
HUMAN RESOURCES								
1090	Salary	\$ 70,359	\$ 73,202	\$ 75,412	\$ 75,412	3.02%	\$ 16.19	0.20%
1091	Expenses	\$ 7,491	\$ 9,550	\$ 9,550	\$ 9,550	0.00%	\$ 2.05	0.03%
	DEPARTMENTAL TOTAL	\$ 77,850	\$ 82,752	\$ 84,962	\$ 84,962	2.67%	\$ 18.24	0.23%
INFORMATION TECHNOLOGY								
1100	Salary	\$ 122,698	\$ 100,814	\$ 104,888	\$ 104,888	4.04%	\$ 22.52	0.28%
1101	Wages	\$ 47,286	\$ 47,753	\$ 47,753	\$ 47,753	0.00%	\$ 10.25	0.13%
1102	Expenses	\$ 23,336	\$ 24,800	\$ 24,800	\$ 24,800	0.00%	\$ 5.33	0.07%
	DEPARTMENTAL TOTAL	\$ 193,320	\$ 173,367	\$ 177,441	\$ 177,441	2.35%	\$ 38.10	0.48%
GIS STEERING COMMITTEE								
1120	Expenses	\$ 2,051	\$ 15,100	\$ 15,100	\$ 15,100	0.00%	\$ 3.24	0.04%
	DEPARTMENTAL TOTAL	\$ 2,051	\$ 15,100	\$ 15,100	\$ 15,100	0.00%	\$ 3.24	0.04%
TOWN CLERK								
1130	Salaries	\$ 74,544	\$ 77,556	\$ 80,689	\$ 80,689	4.04%	\$ 17.33	0.22%
1131	Wages	\$ 50,992	\$ 54,536	\$ 54,589	\$ 54,589	0.10%	\$ 11.72	0.15%
1132	Expenses	\$ 9,175	\$ 11,655	\$ 11,515	\$ 11,515	-1.20%	\$ 2.47	0.03%
1135	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 134,711	\$ 143,747	\$ 146,793	\$ 146,793	2.12%	\$ 31.52	0.40%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
ELECTIONS & BOARD OF REGISTRARS								
1140	Stipend	\$ 11,472	\$ 11,656	\$ 5,408	\$ 5,408	-53.60%	\$ 1.16	0.01%
1141	Expenses	\$ 12,046	\$ 10,620	\$ 6,831	\$ 6,831	-35.68%	\$ 1.47	0.02%
1142	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 23,518	\$ 22,276	\$ 12,239	\$ 12,239	-45.06%	\$ 2.63	0.03%
STREET LISTINGS								
1150	Expenses	\$ 4,081	\$ 6,000	\$ 6,250	\$ 6,250	4.17%	\$ 1.34	0.02%
	DEPARTMENTAL TOTAL	\$ 4,081	\$ 6,000	\$ 6,250	\$ 6,250	4.17%	\$ 1.34	0.02%
INSURANCE & BONDING								
1160	Insurance & Bonding	\$ 181,075	\$ 200,000	\$ 222,000	\$ 222,000	11.00%	\$ 47.67	0.60%
1161	Insurance Deductible Reserve - Liability	\$ 3,145	\$ 12,000	\$ 12,000	\$ 12,000	0.00%	\$ 2.58	0.03%
1162	Insurance Deductible Reserve - 111F	\$ 9,642	\$ 25,000	\$ 25,000	\$ 25,000	0.00%	\$ 5.37	0.07%
	DEPARTMENTAL TOTAL	\$ 193,862	\$ 237,000	\$ 259,000	\$ 259,000	9.28%	\$ 55.61	0.70%
TOWN REPORT								
1170	Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
	DEPARTMENTAL TOTAL	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	POSTAGE/TOWN HALL EXPENSES							
1180	Expenses	\$ 59,429	\$ 55,000	\$ 55,000	\$ 55,000	0.00%	\$ 11.81	0.15%
1181	Telephone Expenses	\$ 31,886	\$ 45,000	\$ 40,000	\$ 40,000	-11.11%	\$ 8.59	0.11%
1182	Office Supplies	\$ 14,841	\$ 17,000	\$ 17,000	\$ 17,000	0.00%	\$ 3.65	0.05%
	DEPARTMENTAL TOTAL	\$ 106,156	\$ 117,000	\$ 112,000	\$ 112,000	-4.27%	\$ 24.05	0.30%
	TOTAL GENERAL GOVERNMENT	\$ 1,758,227	\$ 1,889,183	\$ 1,946,980	\$ 1,946,980	3.06%	\$ 418.06	5.27%
	LAND USE DEPARTMENTS							
	CONSERVATION COMMISSION							
1200	Salary	\$ 63,551	\$ 66,118	\$ 68,789	\$ 68,789	4.04%	\$ 14.77	0.19%
1201	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1202	Expenses	\$ 3,836	\$ 6,679	\$ 6,699	\$ 6,699	0.30%	\$ 1.44	0.02%
1203	Engineering & Legal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1204	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 67,387	\$ 72,797	\$ 75,488	\$ 75,488	3.70%	\$ 16.21	0.20%
	PLANNING BOARD							
1210	Salaries	\$ 94,923	\$ 80,580	\$ 82,192	\$ 82,192	2.00%	\$ 17.65	0.22%
1211	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1212	Expenses	\$ 6,686	\$ 7,500	\$ 7,850	\$ 7,850	4.67%	\$ 1.69	0.02%
1215	M.R.P.C. Assessment	\$ 3,319	\$ 3,403	\$ 3,488	\$ 3,488	2.50%	\$ 0.75	0.01%
1216	Legal Budget	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 104,928	\$ 91,483	\$ 93,530	\$ 93,530	2.24%	\$ 20.08	0.25%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
ZONING BOARD OF APPEALS								
1220	Wages	\$ 18,455	\$ 18,823	\$ 19,285	\$ 19,285	2.45%	\$ 4.14	0.05%
1221	Expenses	\$ 1,027	\$ 1,700	\$ 1,700	\$ 1,700	0.00%	\$ 0.37	0.00%
	DEPARTMENTAL TOTAL	\$ 19,482	\$ 20,523	\$ 20,985	\$ 20,985	2.25%	\$ 4.51	0.06%
HISTORIC DISTRICT COMMISSION								
1230	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1231	Expenses	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
BUILDING INSPECTOR								
1240	Salaries	\$ 80,858	\$ 82,475	\$ 84,966	\$ 84,966	3.02%	\$ 18.24	0.23%
1241	Wages	\$ 58,904	\$ 60,174	\$ 61,636	\$ 61,636	2.43%	\$ 13.23	0.17%
1242	Expenses	\$ 1,950	\$ 5,000	\$ 3,500	\$ 3,500	-30.00%	\$ 0.75	0.01%
1243	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 141,712	\$ 147,649	\$ 150,102	\$ 150,102	1.66%	\$ 32.23	0.41%
MECHANICAL INSPECTOR								
1250	Fee Salaries	\$ 31,860	\$ 30,000	\$ 30,000	\$ 30,000	0.00%	\$ 6.44	0.08%
1251	Expenses	\$ 3,253	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	\$ 1.07	0.01%
	DEPARTMENTAL TOTAL	\$ 35,113	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.52	0.09%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
EARTH REMOVAL INSPECTOR								
1260	Stipend	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
1261	Expenses	\$ 68	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
1262	Minor Capital		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 68	\$ 1,600	\$ 1,600	\$ 1,600	0.00%	\$ 0.34	0.00%
BOARD OF HEALTH								
1270	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1271	Expenses	\$ 673	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	\$ 0.21	0.00%
1272	Nursing Services	\$ -	\$ 10,787	\$ 11,325	\$ 11,325	4.99%	\$ 2.43	0.03%
1273	Nashoba Health District	\$ 41,221	\$ 23,636	\$ 24,818	\$ 24,818	5.00%	\$ 5.33	0.07%
1274	Herbert Lipton MH	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0.00%	\$ 1.72	0.02%
1275	Eng/Consult/Landfill Monitoring	\$ 8,621	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.15	0.03%
	DEPARTMENTAL TOTAL	\$ 58,515	\$ 53,423	\$ 55,143	\$ 55,143	3.22%	\$ 11.84	0.15%
SEALER OF WEIGHTS & MEASURES								
1280	Fee Salaries	\$ 1,840	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.64	0.01%
1281	Expenses	\$ 30	\$ 100	\$ 100	\$ 100	0.00%	\$ 0.02	0.00%
	DEPARTMENTAL TOTAL	\$ 1,870	\$ 3,100	\$ 3,100	\$ 3,100	0.00%	\$ 0.67	0.01%
TOTAL LAND USE DEPARTMENTS		\$ 429,075	\$ 425,575	\$ 434,948	\$ 434,948	2.20%	\$ 93.39	1.18%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>PROTECTION OF PERSONS AND PROPERTY</u>							
	POLICE DEPARTMENT							
1300	Salaries	\$ 311,278	\$ 316,010	\$ 320,822	\$ 320,822	1.52%	\$ 68.89	0.87%
1301	Wages	\$ 1,637,811	\$ 1,643,942	\$ 1,666,539	\$ 1,666,539	1.37%	\$ 357.85	4.51%
1302	Expenses	\$ 227,571	\$ 192,647	\$ 192,449	\$ 192,449	-0.10%	\$ 41.32	0.52%
1303	Lease or Purchase of Cruisers	\$ 3,960	\$ 4,000	\$ 4,000	\$ 4,000	0.00%	\$ 0.86	0.01%
1304	PS Building (Expenses)	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1305	Minor Capital	\$ 11,985	\$ 20,000	\$ 20,000	\$ 20,000	0.00%	\$ 4.29	0.05%
	DEPARTMENTAL TOTAL	\$ 2,192,605	\$ 2,176,599	\$ 2,203,810	\$ 2,203,810	1.25%	\$ 473.21	5.96%
	FIRE DEPARTMENT							
1310	Salaries	\$ 98,880	\$ 102,792	\$ 113,086	\$ 113,086	10.01%	\$ 24.28	0.31%
1311	Wages	\$ 683,740	\$ 708,243	\$ 734,332	\$ 734,332	3.68%	\$ 157.68	1.99%
1312	Expenses	\$ 154,381	\$ 168,000	\$ 168,300	\$ 168,300	0.18%	\$ 36.14	0.46%
	DEPARTMENTAL TOTAL	\$ 937,001	\$ 979,035	\$ 1,015,718	\$ 1,015,718	3.75%	\$ 218.10	2.75%
	GROTON WATER FIRE PROTECTION							
1320	West Groton Water District	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
1321	Groton Water Department	\$ -	\$ 1	\$ 1	\$ 1	0.00%	\$ 0.00	0.00%
	DEPARTMENTAL TOTAL	\$ -	\$ 2	\$ 2	\$ 2	0.00%	\$ 0.00	0.00%
	ANIMAL INSPECTOR							
1330	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.45	0.01%
1331	Expenses	\$ 130	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
	DEPARTMENTAL TOTAL	\$ 2,212	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.53	0.01%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
ANIMAL CONTROL OFFICER								
1340	Salary	\$ 2,082	\$ 2,082	\$ 2,082	\$ 2,082	0.00%	\$ 0.45	0.01%
1341	Expenses	\$ -	\$ 400	\$ 400	\$ 400	0.00%	\$ 0.09	0.00%
DEPARTMENTAL TOTAL								
		\$ 2,082	\$ 2,482	\$ 2,482	\$ 2,482	0.00%	\$ 0.53	0.01%
EMERGENCY MANAGEMENT AGENCY								
1350	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1351	Expenses	\$ 13,300	\$ 15,000	\$ 12,750	\$ 12,750	-15.00%	\$ 2.74	0.03%
1352	Minor Capital	\$ -	\$ -	\$ 18,500	\$ 18,500	0.00%	\$ 3.97	0.05%
DEPARTMENTAL TOTAL								
		\$ 13,300	\$ 15,000	\$ 31,250	\$ 31,250	108.33%	\$ 6.71	0.08%
DOG OFFICER								
1360	Salary	\$ 13,973	\$ 13,973	\$ 13,973	\$ 13,973	0.00%	\$ 3.00	0.04%
1361	Expenses	\$ 3,425	\$ 4,250	\$ 4,000	\$ 4,000	-5.88%	\$ 0.86	0.01%
DEPARTMENTAL TOTAL								
		\$ 17,398	\$ 18,223	\$ 17,973	\$ 17,973	-1.37%	\$ 3.86	0.05%
POLICE & FIRE COMMUNICATIONS								
1370	Wages	\$ 264,775	\$ 465,742	\$ 480,247	\$ 480,247	3.11%	\$ 103.12	1.30%
1371	Expenses	\$ 14,230	\$ 18,250	\$ 18,250	\$ 18,250	0.00%	\$ 3.92	0.05%
1372	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 279,005	\$ 483,992	\$ 498,497	\$ 498,497	3.00%	\$ 107.04	1.35%
TOTAL PROTECTION OF PERSONS AND PROPERTY								
		\$ 3,443,603	\$ 3,677,815	\$ 3,772,214	\$ 3,772,214	2.57%	\$ 809.98	10.20%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
	<u>REGIONAL SCHOOL DISTRICT BUDGETS</u>							
	NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL							
1400	Operating Expenses	\$ 596,609	\$ 570,080	\$ 607,520	\$ 607,520	6.57%	\$ 130.45	1.64%
	DEPARTMENTAL TOTAL	\$ 596,609	\$ 570,080	\$ 607,520	\$ 607,520	6.57%	\$ 130.45	1.64%
	GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT							
1410	Operating Expenses	\$ 18,266,196	\$ 18,399,093	\$ 19,108,378	\$ 19,108,378	3.85%	\$ 4,103.03	51.68%
1411	Debt Service, Excluded	\$ -	\$ 1,086,471	\$ 1,077,059	\$ 1,077,059	-0.87%	\$ 231.27	2.91%
1412	Debt Service, Unexcluded	\$ -	\$ 57,103	\$ 59,835	\$ 59,835	4.78%	\$ 12.85	0.16%
1413	Out of District Placement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 18,266,196	\$ 19,542,667	\$ 20,245,272	\$ 20,245,272	3.60%	\$ 4,347.14	54.76%
	TOTAL SCHOOLS	\$ 18,862,805	\$ 20,112,747	\$ 20,852,792	\$ 20,852,792	3.68%	\$ 4,477.59	56.40%
	<u>DEPARTMENT OF PUBLIC WORKS</u>							
	HIGHWAY DEPARTMENT							
1500	Salaries	\$ 96,498	\$ 99,851	\$ 103,824	\$ 103,824	3.98%	\$ 22.29	0.28%
1501	Wages	\$ 597,818	\$ 635,855	\$ 656,020	\$ 656,020	3.17%	\$ 140.86	1.77%
1502	Expenses	\$ 133,700	\$ 134,300	\$ 134,300	\$ 134,300	0.00%	\$ 28.84	0.36%
1503	Highway Maintenance	\$ 84,970	\$ 95,000	\$ 90,000	\$ 90,000	-5.26%	\$ 19.33	0.24%
1504	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
	DEPARTMENTAL TOTAL	\$ 912,986	\$ 965,006	\$ 984,144	\$ 984,144	1.98%	\$ 211.32	2.66%

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				FY 2018	FY 2018		FY 2018	FY 2018
		FY 2016	FY 2017	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
STREET LIGHTS								
1510	Expenses	\$ 12,500	\$ 20,000	\$ 15,000	\$ 15,000	-25.00%	\$ 3.22	0.04%
	DEPARTMENTAL TOTAL	\$ 12,500	\$ 20,000	\$ 15,000	\$ 15,000	-25.00%	\$ 3.22	0.04%
SNOW AND ICE								
1520	Expenses	\$ 98,714	\$ 165,000	\$ 165,000	\$ 165,000	0.00%	\$ 35.43	0.45%
1521	Overtime	\$ 266,267	\$ 140,000	\$ 140,000	\$ 140,000	0.00%	\$ 30.06	0.38%
1522	Hired Equipment	\$ 54,436	\$ 35,000	\$ 35,000	\$ 35,000	0.00%	\$ 7.52	0.09%
	DEPARTMENTAL TOTAL	\$ 419,417	\$ 340,000	\$ 340,000	\$ 340,000	0.00%	\$ 73.01	0.92%
TREE WARDEN BUDGET								
1530	Salary	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1531	Expenses	\$ 2,349	\$ 3,000	\$ 3,000	\$ 3,000	0.00%	\$ 0.64	0.01%
1532	Trees	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	0.00%	\$ 0.32	0.00%
1533	Tree Work	\$ 10,258	\$ 10,000	\$ 10,000	\$ 10,000	0.00%	\$ 2.15	0.03%
	DEPARTMENTAL TOTAL	\$ 12,607	\$ 14,500	\$ 14,500	\$ 14,500	0.00%	\$ 3.11	0.04%
MUNICIPAL BUILDING AND PROPERTY MAINTENANCE								
1540	Wages	\$ 86,266	\$ 87,252	\$ 90,325	\$ 90,325	3.52%	\$ 19.39	0.24%
1541	Expenses	\$ 273,295	\$ 280,850	\$ 280,850	\$ 280,850	0.00%	\$ 60.31	0.76%
1542	Minor Capital	\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	25.00%	\$ 5.37	0.07%
	DEPARTMENTAL TOTAL	\$ 379,561	\$ 388,102	\$ 396,175	\$ 396,175	2.08%	\$ 85.07	1.07%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
SOLID WASTE DISPOSAL								
1550	Wages	\$ 114,399	\$ 123,051	\$ 128,236	\$ 128,236	4.21%	\$ 27.54	0.35%
1551	Expenses	\$ 50,684	\$ 54,486	\$ 54,486	\$ 54,486	0.00%	\$ 11.70	0.15%
1552	Tipping Fees	\$ 133,857	\$ 130,000	\$ 130,000	\$ 130,000	0.00%	\$ 27.91	0.35%
1553	North Central SW Coop	\$ 5,850	\$ 5,850	\$ 5,850	\$ 5,850	0.00%	\$ 1.26	0.02%
1554	Minor Capital	\$ -	\$ 5,000	\$ -	\$ -	-100.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 304,790	\$ 318,387	\$ 318,572	\$ 318,572	0.06%	\$ 68.41	0.86%
PARKS DEPARTMENT								
1560	Wages	\$ 2,541	\$ 2,659	\$ 2,659	\$ 2,659	0.00%	\$ 0.57	0.01%
1561	Expenses	\$ 62,902	\$ 65,759	\$ 65,759	\$ 65,759	0.00%	\$ 14.12	0.18%
DEPARTMENTAL TOTAL								
		\$ 65,443	\$ 68,418	\$ 68,418	\$ 68,418	0.00%	\$ 14.69	0.19%
TOTAL DEPARTMENT OF PUBLIC WORKS								
		\$ 2,107,304	\$ 2,114,413	\$ 2,136,809	\$ 2,136,809	1.06%	\$ 458.82	5.78%
LIBRARY AND CITIZEN'S SERVICES								
COUNCIL ON AGING								
1600	Salaries	\$ 68,597	\$ 70,669	\$ 73,524	\$ 73,524	4.04%	\$ 15.79	0.20%
1601	Wages	\$ 54,426	\$ 67,423	\$ 69,809	\$ 69,809	3.54%	\$ 14.99	0.19%
1602	Expenses	\$ 10,732	\$ 8,454	\$ 8,454	\$ 8,454	0.00%	\$ 1.82	0.02%
1603	Minor Capital	\$ 2,500	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 136,255	\$ 146,546	\$ 151,787	\$ 151,787	3.58%	\$ 32.59	0.41%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
SENIOR CENTER VAN								
1610	Wages	\$ 43,699	\$ 58,318	\$ 59,892	\$ 59,892	2.70%	\$ 12.86	0.16%
1611	Expenses	\$ 8,124	\$ 17,673	\$ 17,673	\$ 17,673	0.00%	\$ 3.79	0.05%
DEPARTMENTAL TOTAL								
		\$ 51,823	\$ 75,991	\$ 77,565	\$ 77,565	2.07%	\$ 16.66	0.21%
VETERAN'S SERVICE OFFICER								
1620	Salary	\$ 3,484	\$ 3,485	\$ 3,485	\$ 3,485	0.00%	\$ 0.75	0.01%
1621	Expenses	\$ 59	\$ 650	\$ 600	\$ 600	-7.69%	\$ 0.13	0.00%
1622	Veterans' Benefits	\$ 33,681	\$ 50,000	\$ 50,000	\$ 50,000	0.00%	\$ 10.74	0.14%
1623	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENT TOTAL								
		\$ 37,224	\$ 54,135	\$ 54,085	\$ 54,085	-0.09%	\$ 11.61	0.15%
GRAVES REGISTRATION								
1630	Salary/Stipend	\$ 250	\$ 250	\$ 250	\$ 250	0.00%	\$ 0.05	0.00%
1631	Expenses	\$ 60	\$ 760	\$ 760	\$ 760	0.00%	\$ 0.16	0.00%
DEPARTMENTAL TOTAL								
		\$ 310	\$ 1,010	\$ 1,010	\$ 1,010	0.00%	\$ 0.22	0.00%
CARE OF VETERAN GRAVES								
1640	Contract Expenses	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
DEPARTMENTAL TOTAL								
		\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	0.00%	\$ 0.33	0.00%
OLD BURYING GROUND COMMITTEE								
1650	Expenses	\$ 700	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%
DEPARTMENTAL TOTAL								
		\$ 700	\$ 800	\$ 800	\$ 800	0.00%	\$ 0.17	0.00%

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		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
		ACTUAL	APPROPRIATED	TOWN MANAGER	FINCOM	PERCENT	AVERAGE	PERCENT OF
LINE	DEPARTMENT/DESCRIPTION			BUDGET	BUDGET	CHANGE	TAX BILL	TAX BILL
LIBRARY								
1660	Salary	\$ 346,391	\$ 357,628	\$ 367,248	\$ 367,248	2.69%	\$ 78.86	0.99%
1661	Wages	\$ 284,245	\$ 294,867	\$ 316,472	\$ 316,472	7.33%	\$ 67.95	0.86%
1662	Expenses	\$ 199,054	\$ 206,217	\$ 195,621	\$ 195,621	-5.14%	\$ 42.00	0.53%
1663	Minor Capital	\$ 12,700	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 842,390	\$ 858,712	\$ 879,341	\$ 879,341	2.40%	\$ 188.82	2.38%
COMMEMORATIONS & CELEBRATIONS								
1670	Expenses	\$ 464	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
1671	Fireworks	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 464	\$ 500	\$ 500	\$ 500	0.00%	\$ 0.11	0.00%
WATER SAFETY								
1680	Wages	\$ 1,836	\$ 2,640	\$ 2,640	\$ 2,640	0.00%	\$ 0.57	0.01%
1681	Expenses and Minor Capital	\$ 24,514	\$ -	\$ 27,989	\$ 27,989	0.00%	\$ 6.01	0.08%
1682	Property Maint. & Improvements	\$ -	\$ 9,000	\$ 9,000	\$ 9,000	0.00%	\$ 1.93	0.02%
DEPARTMENTAL TOTAL								
		\$ 26,350	\$ 11,640	\$ 39,629	\$ 39,629	240.46%	\$ 8.51	0.11%
WEED MANAGEMENT								
1690	Wages	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
1691	Expenses: Weed Harvester	\$ 4,000	\$ 7,000	\$ 7,000	\$ 7,000	0.00%	\$ 1.50	0.02%
1692	Expenses: Great Lakes	\$ 17	\$ 2,385	\$ 2,385	\$ 2,385	0.00%	\$ 0.51	0.01%
DEPARTMENTAL TOTAL								
		\$ 4,017	\$ 9,385	\$ 9,385	\$ 9,385	0.00%	\$ 2.02	0.03%

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LINE	DEPARTMENT/DESCRIPTION	FY 2016 ACTUAL	FY 2017 APPROPRIATED	FY 2018 TOWN MANAGER BUDGET	FY 2018 FINCOM BUDGET	PERCENT CHANGE	FY 2018 AVERAGE TAX BILL	FY 2018 PERCENT OF TAX BILL
GROTON COUNTRY CLUB								
1700	Salary	\$ 129,180	\$ 137,750	\$ 143,285	\$ 143,285	4.02%	\$ 30.77	0.39%
1701	Wages	\$ 140,006	\$ 135,456	\$ 113,881	\$ 113,881	-15.93%	\$ 24.45	0.31%
1702	Expenses	\$ 129,120	\$ 131,555	\$ 122,454	\$ 122,454	-6.92%	\$ 26.29	0.33%
1703	Minor Capital	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
DEPARTMENTAL TOTAL								
		\$ 398,306	\$ 404,761	\$ 379,620	\$ 379,620	-6.21%	\$ 81.51	1.03%
TOTAL LIBRARY AND CITIZEN SERVICES								
		\$ 1,499,389	\$ 1,565,030	\$ 1,595,272	\$ 1,595,272	1.93%	\$ 342.54	4.31%
DEBT SERVICE								
DEBT SERVICE								
2000	Long Term Debt - Principal Excluded	\$ 992,670	\$ 917,210	\$ 892,210	\$ 892,210	-2.73%	\$ 191.58	2.41%
2001	Long Term Debt - Principal Non-Excluded	\$ -	\$ 71,390	\$ 36,391	\$ 36,391	-49.03%	\$ 7.81	0.10%
2002	Long Term Debt - Interest - Excluded	\$ 265,920	\$ 230,998	\$ 205,609	\$ 205,609	-10.99%	\$ 44.15	0.56%
2003	Long Term Debt - Interest - Non-Excluded	\$ -	\$ 6,782	\$ 4,909	\$ 4,909	-27.62%	\$ 1.05	0.01%
2006	Short Term Debt - Principal - Town	\$ -	\$ -	\$ 294,100	\$ 294,100	100.00%	\$ 63.15	0.80%
2007	Short Term Debt - Interest - Town	\$ 9,113	\$ 56,333	\$ 31,100	\$ 31,100	-44.79%	\$ 6.68	0.08%
DEPARTMENTAL TOTAL								
		\$ 1,267,703	\$ 1,282,713	\$ 1,464,319	\$ 1,464,319	14.16%	\$ 314.42	3.96%
TOTAL DEBT SERVICE								
		\$ 1,267,703	\$ 1,282,713	\$ 1,464,319	\$ 1,464,319	14.16%	\$ 314.42	3.96%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
GENERAL BENEFITS								
3000	County Retirement	\$ 1,737,842	\$ 1,844,224	\$ 1,966,279	\$ 1,966,279	6.62%	\$ 422.21	5.32%
3001	State Retirement	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
3002	Unemployment Compensation	\$ 21,551	\$ 41,140	\$ 41,140	\$ 41,140	0.00%	\$ 8.83	0.11%
INSURANCE								
3010	Health Insurance/Employee Expenses	\$ 1,272,820	\$ 1,583,628	\$ 1,704,000	\$ 1,704,000	7.60%	\$ 365.89	4.61%
3011	Life Insurance	\$ 2,415	\$ 3,160	\$ 3,160	\$ 3,160	0.00%	\$ 0.68	0.01%
3012	Medicare/Social Security	\$ 116,860	\$ 120,360	\$ 127,931	\$ 127,931	6.29%	\$ 27.47	0.35%
DEPARTMENTAL TOTAL								
		\$ 3,151,488	\$ 3,592,512	\$ 3,842,510	\$ 3,842,510	6.96%	\$ 825.08	10.39%
TOTAL EMPLOYEE BENEFITS								
		\$ 3,151,488	\$ 3,592,512	\$ 3,842,510	\$ 3,842,510	6.96%	\$ 825.08	10.39%
SUB-TOTAL - TOWN BUDGET								
		\$ 32,519,594	\$ 34,659,988	\$ 36,045,843	\$ 36,045,843	4.00%	\$ 7,740	97.49%

2017 Spring Town Meeting Minutes

		FY 2016	FY 2017	FY 2018	FY 2018		FY 2018	FY 2018
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	APPROPRIATED	TOWN MANAGER BUDGET	FINCOM BUDGET	PERCENT CHANGE	AVERAGE TAX BILL	PERCENT OF TAX BILL
	<u>ADDITIONAL APPROPRIATIONS</u>							
	ADDITIONAL APPROPRIATIONS							
	Capital Budget Request	\$ 404,145	\$ 426,980	\$ 516,692	\$ 516,692	21.01%	\$ 110.95	1.40%
	Offset Reciepts	\$ 1,000	\$ 1,000	\$ 20,000	\$ 20,000	1900.00%	\$ 4.29	0.05%
	Cherry Sheet Offsets	\$ 20,000	\$ 20,000	\$ 1,000	\$ 1,000	-95.00%	\$ 0.21	0.00%
	Snow and Ice Deficit	\$ 155,224	\$ 100,000	\$ 200,000	\$ 200,000	100.00%	\$ 42.94	0.54%
	State and County Charges	\$ 106,992	\$ 100,000	\$ 89,523	\$ 89,523	-10.48%	\$ 19.22	0.24%
	Allowance for Abatements/Exemptions	\$ 225,000	\$ 225,000	\$ 100,000	\$ 100,000	-55.56%	\$ 21.47	0.27%
	DEPARTMENTAL TOTAL	\$ 912,361	\$ 872,980	\$ 927,215	\$ 927,215	6.21%	\$ 199.10	2.51%
	GRAND TOTAL - TOWN BUDGET	\$ 33,431,955	\$ 35,532,968	\$ 36,973,058	\$ 36,973,058	4.05%	\$ 7,939	100.00%

2017 Spring Town Meeting Minutes

FY 2018 ENTERPRISE FUND BUDGETS							
					FY 2018	FY 2018	
		FY 2015	FY 2016	FY 2017	DEPARTMENT	TOWN MANAGER	PERCENT
LINE	DEPARTMENT/DESCRIPTION	ACTUAL	ACTUAL	APPROPRIATED	REQUEST	BUDGET	CHANGE
WATER DEPARTMENT							
	WD Salaries	\$ 117,062	\$ 119,042	\$ 122,201	\$ 125,982	\$ 125,982	3.09%
	WD Wages	\$ 149,314	\$ 163,434	\$ 162,633	\$ 170,796	\$ 170,796	5.02%
	WD Expenses	\$ 422,026	\$ 445,905	\$ 383,301	\$ 437,112	\$ 437,112	14.04%
	WD Debt Service	\$ 361,218	\$ 358,850	\$ 356,716	\$ 398,045	\$ 398,045	11.59%
100	DEPARTMENTAL TOTAL	\$ 1,049,620	\$ 1,087,231	\$ 1,024,851	\$ 1,131,936	\$ 1,131,936	10.45%
SEWER DEPARTMENT							
	Sewer Salaries	\$ 17,585	\$ 18,026	\$ 18,755	\$ 19,440	\$ 19,440	3.65%
	Sewer Wages	\$ 26,066	\$ 26,851	\$ 31,801	\$ 32,053	\$ 32,053	0.79%
	Sewer Expense	\$ 595,553	\$ 516,494	\$ 606,126	\$ 606,753	\$ 606,753	0.10%
	Sewer Debt Service	\$ 5,278	\$ 41,418	\$ 41,594	\$ 41,594	\$ 41,594	0.00%
200	DEPARTMENTAL TOTAL	\$ 644,482	\$ 602,789	\$ 698,276	\$ 699,840	\$ 699,840	0.22%
LOCAL ACCESS CABLE DEPARTMENT							
	Cable Salaries	\$ 65,000	\$ 65,500	\$ 67,295	\$ 70,171	\$ 70,171	4.27%
	Cable Wages	\$ 56,533	\$ 46,397	\$ 61,829	\$ 50,945	\$ 50,945	-17.60%
	Cable Expenses	\$ 143,925	\$ 50,767	\$ 73,075	\$ 75,339	\$ 75,339	3.10%
	Cable Minor Capital	\$ 65,000	\$ 31,265	\$ 40,000	\$ 10,000	\$ 10,000	-75.00%
300	DEPARTMENTAL TOTAL	\$ 330,458	\$ 193,929	\$ 242,199	\$ 206,454	\$ 206,454	-14.76%
TOTAL ENTERPRISE FUNDS		\$ 2,024,560	\$ 1,883,949	\$ 1,965,326	\$ 2,038,230	\$ 2,038,230	3.71%

2017 Spring Town Meeting Minutes

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2018 (Effective July 1, 2017)				
Grade	Position Title	Low				High
4	Salary					
		36,649				45,355
	Wages					
		17.64				21.80
5	Salary					
		38,741				47,951
	Wages					
		18.64				23.06
7	Salary					
		44,796				56,742
	Wages					
		22.05				27.27
8	Salary					
		50,854				62,966
	Wages					
		24.45				30.27
9	Salary					
	Executive Assistant to Town Manager	52,080				64,446
	Wages					
		25.04				30.99
10	Salary					
		59,729				73,908
	Wages					
		28.72				38.60
11	Salary					
	Human Resources Director	64,167				79,406
	Wages					
		30.86				38.18
12	Salary					
		64,361				79,684
	Wages					
		30.96				38.32

2017 Spring Town Meeting Minutes

		APPENDIX B			FACTOR:	1.0200
		Town of Groton Personnel By-Law				
		Wage and Classification Schedule				
		Fiscal Year 2018 (Effective July 1, 2017)				
Grade	Position Title	Low				High
13	Salary	66,093				81,777
	Wages	31.78				39.33
14	Salary	66,649				82,475
	Wages	32.05				39.65
15	Salary	70,281				86,968
	Wages	33.78				41.81
16	Salary	72,819				90,163
	Wages	35.01				43.33
17	Salary	81,581				100,924
	Wages	39.22				48.53
18	Salary	88,225				109,186
	IT Director					
	Wages	42.42				52.50
19	Salary	90,542				112,032
	Wages	43.52				53.88
20	Salary	97,084				119,399
	Wages	46.68				57.41

2017 Spring Town Meeting Minutes

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

MINUTES

TOWN OF GROTON



2017 FALL TOWN MEETING

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

Beginning Monday, October 23, 2017 @ 7:00 PM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

SUMMARY OF VOTES - 2017 FALL TOWN MEETING

INITIAL SESSION – OCTOBER 23, 2017 FIRST ADJOURNED SESSION - OCTOBER 30, 2017

GROTON-Dunstable Middle School PAC
345 Main Street, Groton, MA 01450

<u>ARTICLES</u>		Date of Town Meeting Vote	Town Meeting Vote
Article 1	Citizens' Petition – All Are Welcome Markers	Oct 23	Defeated
Article 2	Prior Year Bills	Oct 23	Passed
Article 3	Amend Fiscal Year 2018 Town Operating Budget	Oct 23	Passed
Article 4	Transfer Within Sewer Enterprise Budget	Oct 23	Passed
Article 5	Transfer Money into Capital Stabilization Fund	Oct 23	Passed
Article 6	Transfer Money into Stabilization Fund	Oct 23	Indefinitely Postponed
Article 7	Senior Center Design	Oct 23	Passed
Article 8	Create Town Capital Stabilization Fund for the GDRSD	Oct 23	Passed
Article 9	GDRSD Phone System and Internet Infrastructure	Oct 30	Passed
Article 10	Appropriation for Cyclical Inspections	Oct 30	Passed
Article 11	Complete Streets Engineering	Oct 30	Passed
Article 12	Off Set the Tax Rate	Oct 30	Indefinitely Postponed
Article 13	Sale or Lease of 23 Station Avenue	Oct 30	Passed
Article 14	Enterprise Fund – Four Corners Sewer District	Oct 30	Passed
Article 15	Fiscal Year 2018 Four Corners Sewer District Budget	Oct 30	Passed
Article 16	Amend Community Preservation Committee Regulations	Oct 30	Passed
Article 17	Amend Code of the Town of Groton – New Chapter 181	Oct 30	Passed
Article 18	Accept Chamberlains Mill Lane as a Public Way	Oct 30	Passed
Article 19	Citizens' Petition – Rezone 279 Main Street from R-A to VCB	Oct 30	Indefinitely Postponed



Town Meeting Access for Voters with Disabilities

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

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

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

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

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

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

Questions or concerns - If you or a member of your household has questions or would like to request a sign language interpreter, please contact ADA Coordinator Michelle Collette at Town Hall at 978 448-1105 at least one week before the Town Meeting.

FALL TOWN MEETING MINUTES OCTOBER 23, 2017

Town Moderator:

Jason Kauppi

Deputy Moderator

Robert L. Gosselin, Sr.

Board of Selectmen:

Joshua A. Degen, Chairman
Barry A. Pease, Vice-Chair
Alison Manugian
Becky Pine
Jack G. Petropoulos

Finance Committee:

Gary Green, Chairman
Bud Robertson, Vice-Chair
Lorraine Leonard
David Manugian
Arthur Prest
Jon Sjoberg
Scott Whitefield

Town Manager:

Mark W. Haddad
Dawn Dunbar, Executive Assistant

Town Clerk:

Michael F. Bouchard

The meeting was called to order at 7:02 PM on October 23. Mr. Jason Kauppi presided as Moderator. 409 attendees were present at 7:02. Later in the first session of the meeting, 456 voters were in attendance.

The First Adjourned Session of the 2017 Fall Town Meeting (October 30) marked the first time the Select Board, Finance Committee and Town Clerk were seated on the floor, instead of on the stage. This allowed the projection screen used for motions and presentations to be enlarged for better audience viewing. Feedback has been positive. This seating will be continued for future town meetings.

Announcements and Reports:

- o Non-Profit Council
- o Groton-Dunstable Regional School Committee
- o Town Charter Status: Still in Massachusetts Legislative Action
- o Town Meeting Information Packet – Scribner's error on Page 17

Mr. Kauppi asked for a moment of silence in memory of recent passings in the Groton community.

Kira McKinley, Lauren Thorburn and Lara Hill of Girl Scout Troop 66530 led the Meeting in a Pledge of Allegiance. Jennifer Thorburn, Lauren Prestia and Katherine Zaiatz could not attend. The Troop has been in existence for 12 years, with 6 members graduating this year, completing their scouting careers by bridging to Adult Girl Scouts in June, 2018.

Mr. Kauppi stated that there 19 articles on the Warrant. He deemed that the warrant was duly posted and asked for a motion to waive the reading of the warrant. The motion was passed by a majority vote.

MOTION To Limit Debate

Mover: Michelle Collette

I move that debate be limited to three (3) minutes for each speaker, with the exception of the main proponent and opponent of each article, and at the discretion of the Moderator.

Moved and Seconded

**Quantum of Town Meeting Vote Required:
Vote on Motion to Limit Debate:**

**2/3rds Majority
Passed by 2/3rds Majority**

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-third day of October, 2017 at Seven O'clock in the evening, to consider the following:

ARTICLE 1: CITIZENS' PETITION – ALL ARE WELCOME MARKERS

To see if the Town will vote to change the wording of the markers approved at the 2017 Spring Town Meeting from "All Are Welcome" to "Welcome" such that the existing and any subsequent markers to be placed pursuant to that meeting will read (by line): "Town of Groton/Welcome/Town Meeting 2017". All funds needed to change the wording of the existing markers will be contributed by individual Town citizens who wish to avoid the divisiveness caused by the existing and planned markers, or to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
John L. Saball	271 Forge Village Road	John M. Niles	14 McLains Woods Road
Claudia Saball	271 Forge Village Road	Kimberly S. Niles	14 McLains Woods Road
Gail Chalmers	123 Pepperell Road	Donald R. Black	573 Longley Road
Penelope C. Hommeyer	18 Blossom Lane	Earl N. Carter	8 Lone Lane
James A. Hommeyer	18 Blossom Lane	John W. Valentine	313 Whiley Road

Board of Selectmen: *Not Recommended (4 Against, 1 No Position – Pease)*
Finance Committee: *No Position*

Summary: The following summary was prepared by the petitioners and represents their view on the Article: *The Welcome Markers Article seeks to assure that the Town's public signage is politically and culturally neutral. Subsequent to the approval of the "All Are Welcome" markers, many Town residents have learned that the wording of the signs does, in fact, have specific political and cultural connotations. This is not appropriate for a Town with diverse citizens and points of view. The changes are sought to lessen the partisan divisiveness caused by Town markers which make a political/cultural statement rather than simply welcoming people of all backgrounds and views to our Town.*

Mover: John Saball

MOTION: I move that the Town vote to change the wording of the markers approved at the 2017 Spring Town Meeting from "All Are Welcome" to "Welcome" such that the existing and any subsequent markers to be placed pursuant to that meeting will read (by line): "Town of Groton/Welcome/Town Meeting 2017". All funds needed to change the wording of the existing

markers will be contributed by individual Town citizens who wish to avoid the divisiveness caused by the existing and planned markers.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

Presentation by Proponents

- Mr. Sabal: Stated that the markers should be “simple and neutral”; believes the markers are a political statement. The proponents are here to be heard on the merits of the article, that this issue has caused anxiety and division and should properly debated.
- Mr. Niles: Believes that the passage of Article 17 in Spring 2017 is important context for this Article 1. Article 1 is a lawful petition, not an effort to undo a vote, but an effort to pay attention to local government. A small percentage of Groton voters voted to install these markers to issue what some consider to be a political statement. Changes to the markers should be made as the message has been coopted by activist organizations using these words as a political slogan to which he does not want to see Groton align.
- Ms. Hommeyer: wishes to participate in removing the political message in a non-destructive way by changing the words but not removing the markers.
- Mr. Valentine: Private funding will be used to change the markers “in place” at a bid cost of \$150 per marker. Reimbursement to the original donors is not being addressed, but hopes the previous donors would welcome this change. He further stated that there was no objection to the article in the Spring as there was no organized opposition. The proponents will ask for a secret ballot on Article 1 due to the “poisoned atmosphere”. He added that Article 1 should not be considered advisory and that it does not require town resources. He asked if the political statement was worth the divisiveness it has caused.
- Mr. Black: is okay with “Welcome” but not with “All Are Welcome” because that is the wrong message. He related a story from his youth in which he met Dr. Martin Luther King who was in Groton to give a speech at the Groton School, to indicate that Groton has historically been a welcoming community.
- Proponents strongly pointed out that they are not against any individuals or groups. They believe the message has significant political overtones and not appropriate for the Town.

MOTION to fix the method of voting on Article 1 Main Motion to be by Secret Ballot.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion (Continued):

- Board of Selectmen (Alison Manugian): A majority of 2017 Spring Town Meeting Attendees did support Article 17. A majority of the Board of Selectmen do not support Article 1.
- Jack Petropoulos (as Selectman): Was an initial proponent of Spring Article 17. The message is affiliated with “nothing”. Don’t let our Town be known for removing “All” and creating division.
- Sustainability Commission (Bruce Easom): voted 2 (in favor) -1 (against) -1 (abstain) to not recommend Article 1.

Q: Did town meeting know of the time capsules being placed with the markers?

R: Mr. Petropoulos stated this was discussed at a Board of Selectmen meeting and with the School Superintendent. It was not discussed at town meeting. His statement was challenged. A video was displayed showing the Board of Selectmen discussing time capsules at a public meeting.

C: This controversy is derived from a lack of process. The Town should not enter into immigration issues.

C: This is a highly political statement. Groton should not be involved in national politics.

C: Supports the message but not the process used to incorporate a political message.

C: (Marlena Gilbert, Chair GDRSC): The School Committee did not know of the markers when the invitation for student essays was received. The School Committee did not endorse the markers. The Schools should not be a political organization.

C: Town Clerk Bouchard was asked to explain how a secret ballot would be executed, and for an estimate of time. He thought 30-45 minutes to process the 400+ attendees using a voting machine to count the votes.

Q: Why is this vote mandatory but the Spring 2017 vote was advisory?

R: The Spring vote was advisory, but followed as history of previous votes (notably the vote on the Personnel Board some years ago) caused the Board of Selectmen to think it is important to follow the vote of Town Meeting.

C: Suggest that this question be put on the Spring 2018 Town Election ballot. "All Are" is not the issue. It's a surrogate for issues with the current administration.

C: "All Are Welcome" is not a political message; it is a humanitarian message.

MOTION to Move the Questions of the Secret Ballot and Article 1 – Main Motion:

Moved and Seconded

Quantum: 2/3rds Majority

Vote on Motion to Move the Questions: Passed by 2/3rds Majority

Vote on Motion to Fix the Method of Voting to be a Secret Ballot for Article 1 – Main Motion:

Defeated (i.e. Secret Ballot would not be used)

Vote on Article 1 – Main Motion: Chair declares the motion was defeated. 7 voters did not contest the ruling.

ARTICLE 2: 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 6-0-0

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: Becky Pine

MOTION: I move that the Town vote to transfer from the Excess and Deficiency Fund (Free Cash) the sum of \$16,500 for the payment of the following bill of a prior fiscal year:

Sprague Energy -	<u>\$16,500</u>
Total	\$16,500

Moved and Seconded

Quantum of Town Meeting Vote: 4/5's Majority

Vote on Article 2 – Main Motion: Passed by Unanimous Vote

ARTICLE 3: AMEND THE FISCAL YEAR 2018 TOWN OPERATING BUDGET

To see if the Town will vote to amend the Fiscal Year 2018 Operating Budget as adopted under Article 4 of the 2017 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 2018, or to take any other action relative thereto.

**FINANCE COMMITTEE
BOARD OF SELECTMEN
TOWN MANAGER**

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended 5 In Favor 1 Against (Robertson)

Summary: *The Fiscal Year 2018 Town Operating Budget was approved at the 2017 Spring Town Meeting in April, 2017. 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 2018 Operating Budget. Please see the Town Manager's Report contained in the back of this Warrant for an explanation outlining the proposed changes.*

Mover: Barry Pease

MOTION: I move that the Town vote to amend the Fiscal Year 2018 Operating Budget, as adopted under Article 4 of the April 24, 2017 Spring Town Meeting, as follows, each line item to be considered as a separate appropriation for the purposes voted:

GENERAL GOVERNMENT: By increasing the General Government Appropriation from \$1,946,980 to \$1,961,480 so as to: increase Line Item 1032 – “Town Manager Expenses” by \$10,000, from \$4,000 to \$14,000; increase Line Item 1101 – “IT Wages” by \$500, from \$47,753 to \$48,253; and increase Line Item 1131 – “Town Clerk Wages” by \$4,000, from \$54,589 to \$58,589; And to raise and appropriate the sum of \$14,500 to fund said increases.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Vote on Article 3-Main Motion: Passed by Majority Vote

ARTICLE 4: TRANSFER WITHIN SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a sum or sums of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2018 Sewer Enterprise Department Budget for engineering services related to the Pepperell Wastewater Treatment Plant Upgrades, or to take any other action relative thereto.

BOARD OF SEWER COMMISSIONERS

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Sewer Commission: *Recommended Unanimously*

Summary: *This Article seeks to transfer a sum of money from the Sewer Enterprise Fund Surplus to the Fiscal Year 2018 Sewer Department's General Expenses for engineering services related to the Pepperell Wastewater Treatment Plant Upgrades. The exact amount will be provided at Town Meeting.*

Mover: James Gmeiner

MOTION: I move that the Town vote to transfer the sum of \$90,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2018 Sewer Enterprise Department Budget for engineering services related to the Pepperell Wastewater Treatment Plant Upgrades

Moved and Seconded

Quantum of Town Meeting Vote: **Majority**

Vote on Article 4 – Main Motion: **Passed by Unanimous Vote**

ARTICLE 5: 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 \$118,486. 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. The target amount for the Capital Stabilization Fund will be provided at Town Meeting.*

Mover: Joshua Degen

MOTION: I move that the Town vote to transfer the sum of \$500,000 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: Majority

Discussion:

o Brief discussion on merits of maintaining stabilization funds compared to returning money to the taxpayers.

Vote on Article 5 – Main Motion: Passed by Majority Vote

ARTICLE 6: 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: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *The balance in this fund is \$1.79 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: Alison Manugian

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 6 be indefinitely postponed.

Moved and Seconded
Quantum of Town Meeting Vote: Majority
Vote on Article 6 – Indefinitely Postpone: Passed by Unanimous Vote

ARTICLE 7: SENIOR CENTER DESIGN

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, or design and construction bidding process, of a new Senior Center, and/or the renovation and expansion of the current Senior Center, and all costs associated and related thereto, or to take any other action relative thereto.

**BOARD OF SELECTMEN
SENIOR CENTER BUILDING COMMITTEE**

Board of Selectmen: 3 In Favor; 2 No Position
Finance Committee: Recommended Unanimously

Summary: *Originally constructed in 1986 as a VFW hall, Groton's current senior center is inadequate for current program needs as well as deficient in meeting minimal standards of universal accessibility. Previous analysis and Town Meeting vote have determined that the current West Groton site is the preferred choice for a center that will serve Groton's growing senior population and the community both now and into the future. This article requests funding to allow the Town to secure design and bid-level documents that will determine how much a renovated and expanded or new senior center will cost and thereby adequately inform voters for a future Town Meeting and Proposition 2 ½ debt exclusion vote.*

Mover: Joshua Degen

MOTION: I move that the Town vote to transfer the sum of \$175,000 from the Receipts Reserved for Appropriation and transfer the sum of \$275,000 from the Excess and Deficiency Fund (Free Cash) for a total sum of \$450,000, 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, or design and construction bidding process, of a new Senior Center, and/or the renovation and expansion of the current Senior Center, and all costs associated and related thereto.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- o Finance Committee: Unanimously supports this article
 - o Planning Board: Voted on Sept 14 to Recommend this article by a 4-1 vote
 - o GDRSC: voted on Sept 20 to support this article
 - o Commission on Accessibility: Voted on Sept 11 to unanimously support this article.
 - o Board of Selectmen voted 3 in favor and 2 no position on this article.
 - o Sustainability Commission voted 3 In Favor and 1 Abstaining to support this article
 - o Mr. Cunningham presented the report of the Senior Center Building Committee describing the need for an updated facility and the proposed funding process. This article is to fund an architect's design, the preparation of bid documents, an owner's project manager (as required by law), and bid solicitation to construct a new senior center. The results of the bid process will be presented to Town Meeting in Spring 2018.
 - o Mr. Manugian stated that the Charter Review Committee, during its discussions, recommended not voting to spend money at a Fall Town Meeting because the Meeting doesn't know the totality of spending requests coming before the Town.
 - o Mr. Green stated that the Finance Committee supports waiting for the Spring Town Meeting for appropriation articles, in general. However, sometimes there is a good reason to appropriate at the Fall Meeting. The Finance Committee believes this proposal is a good reason so that the Spring Meeting can discuss the merits of the result.
- Q: Is it a legal requirement to have a stand-alone senior center?

R; No

Q: If the Center was required to make repairs (estimated to be \$950,000), could a solution be to close the building?

R: In the opinion of Town Counsel, that would likely not be an acceptable solution.

o Ms. Gilbert stated that both the seniors and students needs the Town's support.

MOTION to Move the Question

Moved and Seconded

Quantum: 2/3rds Majority

Vote on Motion to move the Question: Passed by 2/3rds Majority

VOTE on Article 7 – Main Motion: Passed by Majority Vote

ARTICLE 8: CREATE TOWN CAPITAL STABILIZATION FUND FOR GDRSD

To see if the Town will vote to create a Capital Stabilization Fund entitled "Town of Groton Capital Stabilization Fund for the Groton Dunstable Regional School District" and to raise and appropriate and/or transfer from available funds a sum or sums of money to be added to said fund, or to take any other action relative thereto.

**BOARD OF SELECTMEN
FINANCE COMMITTEE
TOWN MANAGER**

Board of Selectmen: Recommended Unanimously

**Finance Committee: Recommended to Create Fund (5 In Favor, 2 Against – Leonard, Sjoberg)
Recommended Unanimously to Fund at Proposed Level**

Summary: *The Groton Dunstable Regional School District Committee has recently adopted a long-range Capital Plan to address its capital needs. This detailed plan will require a substantial financial contribution from both Groton and Dunstable over the next several years. While Groton approved a GDRSD held Capital Stabilization Fund, approval by Dunstable is also needed. A Town of Groton held Capital Stabilization account will allow Groton to be prepared to pay its share of Capital costs. To that end, the Board of Selectmen, Finance Committee and Town Manager would like to create and begin funding a Town of Groton held Capital Stabilization fund for the GDRSD.*

Mover: Joshua Degen

MOTION: I move that the Town vote to create a Capital Stabilization Fund entitled "Town of Groton Capital Stabilization Fund for the Groton Dunstable Regional School District" and to transfer the sum of \$500,000 from the Excess and Deficiency Fund (Free Cash) to be added to said fund.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 8 – Main Motion: Passed by Majority Vote

MOTION to Continue the Meeting to Monday, October 30, 2017 at 7:00 PM at the Groton-Dunstable Middle School Performing Arts Center

Moved and Seconded

VOTE on Motion to Continue: Passed by Majority Vote

The Meeting was adjourned at 10:24 PM (October 23, 2017)

The First Adjourned Session of the 2017 Fall Town Meeting was called to order at 7:01PM. There was no quorum requirement. Attendance was 106.

ARTICLE 9: GDRSD PHONE SYSTEM & INTERNET INFRASTRUCTURE

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 pay the Town of Groton's share for the Groton Dunstable Regional School District's District Wide Phone System & Internet Infrastructure replacement project, and all costs associated and related thereto, in accordance with the Regional School Agreement, or to take any other action relative thereto.

GDRSD COMMITTEE

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommended Unanimously*

Summary: *The replacement of the District Wide Phone System & Internet Infrastructure is the largest expense in the adopted long-range District Capital & Technology Plans and is scheduled to take place in FY19. Groton's portion of the expense, per the regional agreement and based on the five-year rolling average pupil enrollment, is \$346,860. Replacing the network infrastructure is a necessity. The network is used for almost all assignments and testing. Many of the software requirements, including taking MCAS via computer, are mandated by the State. Currently the bandwidth is the most significant impediment (i.e. bottleneck); there are times when the performance is impacted and not steady. This can occur at inopportune moments such as during classroom activities or state mandated online MCAS testing. In addition to being an academic necessity there are safety concerns as the District does not have caller ID. Without caller ID, the District remains in a vulnerable position of not being able to determine where or what type of call is coming into the District, making prosecution difficult in the event of a threat. This vulnerability was identified when the District received a Robo Call bomb threat. Caller ID could prove to be critical for investigative purposes.*

Mover: Barry Pease

MOTION: I move that the Town vote to transfer the sum of \$346,860 from the Excess and Deficiency Fund (Free Cash) to pay the Town of Groton's share for the Groton Dunstable Regional School District's District Wide Phone System & Internet Infrastructure replacement project, and all costs associated and related thereto, in accordance with the Regional School Agreement.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

o Marlena Gilbert, Chair-GDRSC, explained that this project addresses safety and academic issues. The current phone system has no caller ID capability. More academic requirements, including standardized tests, necessitate faster internet connections. This project will address both needs and be “future-proofed” to take advantage of Verizon upgrades.

o Ms. Gilbert also explained that this article was being brought to the Fall Town Meeting as a conclusion from a Survey Monkey poll results. This one article was brought forward due to recognize that other town needs may also require Fall funding. This will be a FY19 expense. Dunstable will also need to fund its portion before it can go forward.

o Council on Aging: We are responsible for creating a safe and adequate facility for our students. The Council on Aging supports this article.

VOTE on Article 9 – Main Motion: Passed by Majority vote

ARTICLE 10: APPROPRIATION FOR CYCLICAL INSPECTIONS

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 Board of Assessors to perform a cyclical reinspection program, pursuant to and as required by the directive issued by the Massachusetts Department of Revenue, Bureau of Local Assessments, or to take any other action relative thereto.

BOARD OF ASSESSORS

Board of Selectmen: Recommended Unanimously
Finance Committee: Recommended Unanimously

Summary: *In 2017, the Bureau of Local Assessments issued the following directive: “Cyclical Reinspection - Maintenance of current and accurate property inventory data is a critical element in the development of uniform, fair market values. Our last certification review indicated that the Board of Assessors should begin a cyclical reinspection program of all descriptive property data over a specified time period, so that each parcel is inspected at least once in every nine-year cycle.” Cyclical Inspection, as defined by the Mass DOR, is the process of the systematic measure and listing of all properties within a municipality over a specified period of time (over the next 5 fiscal years and concluding prior to the Town of Groton’s next recertification commencing in FY2022). The Cyclical Inspection process is utilized to update property owner record cards in order to provide fair and equitable assessments to ALL property owners in town. The Town has issued a Request for Proposal that will allow the Town to determine the cost effectiveness of conducting these inspections all at once, or over the next five years. A full report will be provided at Town Meeting.*

Mover: Donald Black

MOTION: I move that the Town vote to transfer the sum of \$103,500 from the Excess and Deficiency Fund (Free Cash), to be expended by the Board of Assessors, to perform a cyclical

reinspection program, pursuant to and as required by the directive issued by the Massachusetts Department of Revenue, Bureau of Local Assessments.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 10-Main Motion: Passed by Unanimous Vote

ARTICLE 11: COMPLETE STREETS ENGINEERING

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 engineer for the design of traffic safety and pedestrian improvements funded by the Commonwealth of Massachusetts "Complete Streets" program, or take any action relative thereto.

COMPLETE STREETS COMMITTEE

Board of Selectmen: Recommended Unanimously

Finance Committee: Recommended Unanimously

Summary: *The Complete Streets Committee received a grant from MassDOT to improve pedestrian safety and accessibility at crosswalks in the Town Center, to extend the sidewalk on Long Hill Road from Riverbend Drive to Groton Place, to install speed limit flashing lights in various locations, and to install two bicycle repair kits on the Nashua River Rail Trail. This article will provide funding for the required engineering design of the projects. The Town must provide the engineering to design and solicit bids in order to obtain the construction funding. It is anticipated that the cost of this engineering will not exceed \$45,000.*

Mover: Peter Cunningham

MOTION: I move that the Town vote to transfer the sum of \$45,000 from the Excess and Deficiency Fund (Free Cash), to be expended by the Town Manager, for the purpose of hiring an engineer for the design of traffic safety and pedestrian improvements funded by the Commonwealth of Massachusetts "Complete Streets" program.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- o Construction of this Complete Streets project will be funded by a \$339,270 state grant. The Town needs to do the initial engineering.
- o The Complete Streets project will provide safe and accessible options for all travel modes (bike, walk, accessible, car).
- o This is a 5 year plan with projects including Main Street Traffic Calming (incorporating signalized crosswalks), an extension of Long Hill Road sidewalk from Riverbend Dr to Groton Place, Speed Limit signage and two bike repair kits of the Rail Trail.
- o The opening of the Groton Inn and Indian Hill Music are considered in the plan, but these projects are needed anyway as growth has already occurred.
- o Q: Is \$340k funding for one year or five?

R: One year (2018) funding
o Planning Board: Met on October 12, 2017 and voted unanimously to support this article.

VOTE on Article 11 – Main Motion: passed by Unanimous Vote

ARTICLE 12: 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, 2017, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: *Recommended (3 In Favor, 2 Against – Degen, Manugian)*
Finance Committee: *Not Recommended (6 Against, 1 In Favor – Sjoberg)*

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 2018 Budget in order to lower the amount of money required to be raised from taxes or to balance a deficit budget. The Board of Selectmen has voted to recommend that \$100,000 be transferred from Free Cash to reduce the Fiscal Year 2017 tax rate.*

Mover: Becky Pine

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 affecting the tax rate for the period beginning July 1, 2017.

Moved and Seconded

MOTION B: I move that Article 12 be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

o Since the printing of the warrant, recent expenses have caused the Select Board to recommend the Tax Rate Offset be set to \$0. These expenses included the settled amount of the prior year bill, cyclical Inspections and an increased amount for the Senior Center Design.

VOTE on Article 12 – Indefinitely Postpone: Passed by Majority Vote

ARTICLE 13: SALE OR LEASE OF 23 STATION AVENUE

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 buildings formerly known as the Groton Electric garages, which comprise approximately 6300 square feet, and all or a portion of the 1.8 acre site on which they are located at 23 Station Avenue, Groton, Massachusetts, to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said buildings, and to petition the General Court for any necessary special legislation, or to take any other action relative thereto.

GROTON ELECTRIC LIGHT COMMISSIONERS

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

Summary: *With the completion of GELD's new office and garage facilities, the former garages are surplus. The Light Department and the Town will no longer be putting the garages to best use and seek a better use for the parcel. The Groton Electric Light Board has issued an RFP for the sale of these buildings and hopes to have a final proposal for consideration at Town Meeting. The purpose of this article is to present the successful proposal to Town Meeting for approval and disposal of the Buildings. A full report will be made at the Town Meeting.*

Mover: Rod Hersh

MOTION: I move that the Town vote to transfer to the Board of Selectmen, for the purpose of sale and/or lease, custody and control of the buildings formerly known as the Groton Electric garages, which comprise approximately 6300 square feet, and all of the 1.08 acre site on which they are located at 23 Station Avenue, Groton, Massachusetts, and to authorize the Board of Selectmen to sell and/or lease, for a period not to exceed 99 years, said property and to take all necessary action to comply with the General Laws of the Commonwealth for the disposal of said buildings, and to petition the General Court for any necessary special legislation.

Moved and Seconded

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

Discussion:

o Mr. McElroy presented renderings of what their plans would look like. The plan would utilize the existing building. It would be renovated, perhaps gain a brick siding, and the road and parking lot reconfigured. EV Charging Stations might be installed. Retail space is envisioned.

o Q: If the existing site was environmentally compromised such that a new Senior Center could not be built on it (discussion for an earlier town meeting), why is it "ok" now?

R: The Senior Center needs were more extensive than these, and involved tearing down the building. This proposal would utilize the existing building.

VOTE on Article 13 – Main Motion: Passed by Unanimous Vote

ARTICLE 14: ENTERPRISE FUND - FOUR CORNERS SEWER DISTRICT

To see if the Town will vote to accept the provisions of Chapter 44, Section 53F½, an Act Authorizing Cities and Towns to Establish Enterprise Funds, for the purpose of establishing an Enterprise Fund for the Four Corners Sewer District, to be effective January 1, 2018, or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *This Article proposes to create a separate Sewer Enterprise Fund for the Four Corners Sewer District.*

Mover: Barry Pease

MOTION: I move that the Town vote to accept the provisions of Chapter 44, Section 53F½, an Act Authorizing Cities and Towns to Establish Enterprise Funds, for the purpose of establishing an Enterprise Fund for the Four Corners Sewer District, to be effective January 1, 2018.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 14 – Main Motion: Passed by Majority Vote

ARTICLE 15: FY 2018 FOUR CORNERS SEWER DISTRICT ENTERPRISE BUDGET

To see if the Town will vote the following operating budget, for Fiscal Year 2018, for the Four Corners Sewer District Enterprise Fund, with funding to come from donation revenues which have been received by the Town in support of the Four Corners Sewer Project:

<u>Line Item</u>	<u>Amount</u>
Expenses	\$13,230

or to take any other action relative thereto.

TOWN MANAGER

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

Summary: *This Article proposes an Operating Budget for the Four Corners Sewer District Enterprise Fund, to be effective January 1, 2018.*

Mover: Barry Pease

MOTION: I move that the Town vote the following operating budget, for Fiscal Year 2018, for the Four Corners Sewer District Enterprise Fund, with funding to come from donation revenues which have been received by the Town in support of the Four Corners Sewer Project:

<u>Line Item</u>	<u>Amount</u>
Expenses	\$13,230

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 15 – Main Motion: Passed by Unanimous Vote

ARTICLE 16: AMEND COMMUNITY PRESERVATION COMMITTEE BYLAW

To see if the Town will vote to amend Chapter 10, “Community Preservation Committee” of the Code of the Town Groton by deleting paragraph B of §10-1 in its entirety and replacing it with the following new paragraph B:

“Initially, the members designated by the Conservation Commission, Historical Commission and Planning Board will serve for three years, the members designated by the Parks Commission and the Housing Authority will serve for two years, and the members appointed by the Board of Selectmen will serve for one year. Subsequent appointments for members designated by the Conservation Commission, Historical Commission, Housing Authority and members appointed by the Board of Selectman shall be for a term of three years terms. Subsequent appointments for members designated by the Parks Commission and the Planning Board shall be for a term of one year. If a person no longer serves in the position or on the board or commission as set forth above, his or her term shall end, and any person appointed as a replacement shall serve out the remainder of the original term of that person.”

or to take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen: Recommended Unanimously

Finance Committee: No Position

Community Preservation Committee: Recommended Unanimously

Summary: *The purpose of this article is to clarify the appointment process and length of terms of individuals appointed by the various Boards and Committees to the Community Preservation Committee.*

Mover: Bruce Easom

MOTION: I move that the Town vote to amend Chapter 10, “Community Preservation Committee” of the Code of the Town Groton by deleting paragraph B of §10-1 in its entirety and replacing it with a new Paragraph B as set forth in the Warrant for the 2017 Fall Town Meeting.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 16 – Main Motion: Passed by Unanimous Vote

ARTICLE 17: AMEND CODE OF GROTON BY ADDING NEW CHAPTER 181

To see if the Town will vote to amend the Code of the Town of Groton by adding a new Chapter 181, entitled “Anti-Litter/Snow in Public Ways,” as follows:

**CHAPTER 181
Anti-Litter/Snow in Public Ways**

§181-1 Disposal of Refuse

Whoever disposes of garbage, trash, refuse, bottles, cans, containers, rubbish or other debris or household items on a public or private way, or in inland waters, shall be subject to a penalty of three hundred dollars. Each violation shall be considered a separate offense.

§181-2 Discarding of Snow in Public Way or on Property of Another

Whoever shall discard, shovel, throw, or pile snow in a public way, or plow snow across a public way to the property of another without the written permission of the owner of such property, after a police warning not to do so, shall be subject to a penalty of one hundred dollars. Each violation shall be considered a separate offense.

§181-3 Enforcement

This bylaw may be enforced in accordance with the provisions §1-4.B Non-Criminal Complaint, of the Code of the Town of Groton. The Groton Police Department shall be the enforcement authority.

or to take any other action relative thereto.

**TOWN MANAGER
PUBLIC WORKS DIRECTOR**

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

Summary: *Currently, the Town has no enforcement provisions for littering or discarding snow within a public way. If this proposed new Bylaw is adopted, the Groton Police Department will have the authority to enforce and issue fines for either infraction.*

Mover: Becky Pine

MOTION: I move that the Town vote to amend the Code of the Town of Groton by adding a new Chapter 181, entitled “Anti-Litter/Snow in Public Ways,” as set forth in the Warrant for the 2017 Fall Town Meeting.

Moved and Seconded
Quantum of Town Meeting Vote: Majority

Discussion:

- o Similar bylaw as Dunstable
- o The main issue is snow movement into public ways by plowing contractors
- o This bylaw proposal also addresses littering. Concern was raised that the “household items” listed as litter in the bylaw precludes residents from leaving “free” items at the street for free pickup. Mr. Delaney, DPW Director, stated that was accurate, but not the intention of the bylaw nor the focus on enforcement. He did cite how “free” items, in many situations, are never claimed and become roadside litter, which the Town should have the ability to address.
- o Q; Does the bylaw apply too “off the public way”, such as Groton’s network of Trails?
R: Town Counsel’s view was that it only applied to public ways.

MOTION to Amend Article 17-Main Motion

Mover: Brooks Lyman

I move to amend the Main Motion under Article 17 by striking the words “three hundred” in Section 181-1 and substitute the words “one hundred”.

Ed Note: This Amendment would reduce the fine for each violation from \$300.00 to \$100.00.

Moved and Seconded
Quantum: Majority

VOTE on the Motion to Amend Article 17-Main Motion: Did not pass.

VOTE on Article 17-Main Motion: Passed by Majority Vote.

ARTICLE 18: ACCEPTANCE OF CHAMBERLAINS MILL LANE AS A TOWN WAY

To see if the Town will vote to accept as a public way the roadway known as Chamberlains Mill Lane, as heretofore laid out by the Board of Selectmen and as shown on a plan entitled “As Built Plan Chamberlains Mill, Groton, Mass, prepared for Regular Realty Trust, P.O. Box 381, Groton, MA” dated June 1, 2017, prepared by Ducharme & Dillis, Bolton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements, or to take any other action relative thereto.

BOARD OF SELECTMEN

Board of Selectmen: Recommended Unanimously

Finance Committee: No Position

Summary: *To accept Chamberlains Mill Lane as a public way.*

Mover: Becky Pine

MOTION: I move that the Town vote to accept as a public way the roadway known as Chamberlains Mill Lane, as heretofore laid out by the Board of Selectmen and as shown on a

plan entitled "As Built Plan Chamberlains Mill, Groton, Mass, prepared for Regulas Realty Trust, P.O. Box 381, Groton, MA" dated June 1, 2017, prepared by Ducharme & Dillis, Bolton, MA, a copy of which is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, the fee to or lesser interests in said roadway and all related easements.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

Discussion:

- o On August 31, the Planning Board voted unanimously to support Article 18

VOTE on Article 18-Main Motion: Passed by Unanimous Vote

ARTICLE 19: CITIZENS' PETITION - REZONE PARCELS 112-60, 112-61, 112-62 FROM RESIDENTIAL – AGRICULTURAL "R-A" TO VILLAGE CENTER BUSINESS "VCB"

To see if the Town will vote to amend the Zoning Map established under Chapter 218 of the Code of the Town of Groton to rezone three adjoining parcels of land from Residential-Agricultural (R-A) to Village Center Business (VCB), said parcels of land located at 279 Main Street consisting of approximately 1.25 acres, being shown on Assessors' Map 112, Parcels 60, 61, and 62, or take to take any other action relative thereto.

CITIZENS' PETITION

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME</u>	<u>ADDRESS</u>
Stephen S. Palmer	81 Boston Road	Michael W. Hill	56 Wintergreen Lane
Cynthia J. Marcus	293 Chicopee Row	Jessica C. Bicknell	14 High Oaks Path
Myra Lane	21 Lovers Lane	Kenneth C. Kolodziej	10 Whiting Avenue
Lawrence R. Deal	76 Fairway Drive	Jeffrey A. Gordon	161 Main Street
Miqelle F. Demeis	63 Fairway Drive	Deborah E. Johnson	25 Longley Road

Board of Selectmen: *Recommendation Deferred Until Town Meeting*

Finance Committee: *Recommendation Deferred Until Town Meeting*

Planning Board: *Recommendation Deferred Until Town Meeting*

Summary: The following summary was prepared by the petitioners and represents their view on the Article: Stephen Palmer, 81 Boston Rd, Groton, MA, requests rezoning of the Sacred Heart Church from its current residential/educational/religious zoning to a commercial zoning. The objective of this rezoning is to permit renovation of the property for the use as a theater suitable for screening of independent and foreign films, as well as for live theater uses. The Groton Celestial Theater proposes to use these facilities to screen two movies daily in two theaters. Proposed seating capacity will be for 120-150 and parking in the existing parking lot can accommodate 50 – 60 cars/light trucks.

Mover: Stephen Palmer

MOTION A: I move that the Town vote to amend the Zoning Map established under Chapter 218 of the Code of the Town of Groton as set forth in the Warrant for the 2017 Fall Town Meeting.

Moved and Seconded

MOTION B: I move that Article 19 be indefinitely postponed.

Moved and Seconded

Quantum of Town Meeting Vote: Majority

VOTE on Article 19- Indefinitely Postpone: Passed by Unanimous Vote

MOTION to Dissolve the 2017 Fall Town Meeting

Moved and Seconded

Motion to Dissolve passed by Unanimous Vote

The 2017 Fall Town Meeting was dissolved at 8:08PM.

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 2nd Day of October in the year of our Lord Two Thousand Seventeen.

Joshua A. Degen

Joshua A. Degen, Chairman

Barry A. Pease

Barry A. Pease, Vice Chairman

Alison S. Manugian

Alison S. Manugian, Clerk

John G. Petropoulos

John G. Petropoulos, Member

Rebecca H. Pine

Rebecca H. Pine, Member

OFFICERS RETURN
Groton, Middlesex

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

Constable

Date Duly Posted

REPORT OF THE TOWN MANAGER TO THE 2017 FALL TOWN MEETING

The 2017 Fall Town Meeting Warrant contains several warrant articles that seek appropriations, some of which will affect the Tax Rate and some of which will have no further impact on taxes. The purpose of this report is to provide the residents and taxpayers with a summary of these articles and what impact they will have on the Fiscal Year 2018 Tax Rate.

As you will recall, the 2017 Spring Town Meeting voted a budget of \$36,049,935, which was \$183,950 under the levy limit based on our best estimate of revenues at that time. At that Town Meeting, we estimated that the Fiscal Year 2018 Tax Rate would be \$18.65. Since that time, we have begun to get a better picture of our estimates. Most importantly, in July, the Commonwealth finalized its budget and provided the Town with its final State Aid Estimates. Further, the Assessors continue to work toward the finalization of the Town's new growth figure. They should have it certified by the end of October. At this time, it appears that our revenue estimates are pretty much in line (slight decrease) with what we anticipated in the Spring. The following chart provides the difference between what was originally estimated and what we are estimating at this time:

	<u>Original</u>	<u>Current</u>	<u>Difference</u>
State Aid	\$ 915,112	\$ 912,979	\$ (2,133)
State Charges	\$ 89,523	\$ 89,523	\$ -
Snow and Ice Deficit	\$ 200,000	\$ 200,000	\$ -
Cherry Sheet Offsets	\$ 1,000	\$ -	\$ 1,000
Off-Set Receipts	\$ 20,000	\$ 18,953	\$ 1,047
Property Tax Levy	\$ 29,129,180	\$ 29,129,180	\$ -
Local Receipts	\$ 3,828,472	\$ 3,820,787	\$ (7,685)
		Difference	\$ (7,771)

With these revised estimates, the approved budget is now \$176,179 under the levy limit. Since the original budget was voted, there are a few issues that require attention. Article 3 of the Warrant proposes to amend the original budget in some line items. These amendments will have a slight impact on the Tax Rate for Fiscal Year 2018, since the additional revenues will come from the unexpended tax capacity. The additional amount of tax levy proposed at this meeting will cause the tax rate to increase by \$0.01 to an estimated tax rate of \$18.66. In addition, the Department of Revenue has certified the Town's Excess and Deficiency Fund (Free Cash) at \$2,369,261. "Free Cash" is proposed to fund several of the Articles contained in the Warrant. The use of "Free Cash" will not impact the tax rate.

The following is a summary of Warrant Articles requesting funding:

Article 2: Unpaid Bills **Amount Requested: \$0**

At this time, we do not anticipate any Unpaid Bills for Town Meeting appropriation.

Article 3: Budget Amendments **Amount Requested: \$14,500**

The proposed funding for this Article will come from taxation and will impact the Tax Rate (at the conclusion of all the Article summaries will be a chart showing the impact on the FY 2018 Tax Rate). The following is a breakdown of the requests, followed by an explanation:

<u>Line Item</u>	<u>Original Appropriation</u>	<u>New Appropriation</u>	<u>Difference</u>
Town Manager Expenses	\$ 4,000	\$ 14,000	\$ 10,000
Town Clerk Wages	\$ 54,589	\$ 58,589	\$ 4,000
IT Wages	\$ 47,753	\$ 48,253	\$ 500
Total	\$ 106,342	\$ 120,842	\$ 14,500

Explanation of Requests

Town Manager Expenses - \$10,000

The Board of Selectmen had approved a recommendation by the Town Manager to hire per diem minute takers for the Planning Board, Conservation Commission and Finance Committee. Department Heads are taking minutes and it is becoming increasingly difficult for them to participate in the meeting while taking minutes. This expenditure would cover the cost of taking and preparing the minutes for approval by these three Boards through the end of Fiscal Year 2018. This would also become an annual expenditure and part of the Annual Operating Budget.

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommendation Deferred Until Town Meeting*

Town Clerk Wages - \$4,000

At the beginning of the current Fiscal Year, the Town Clerk's Office had two twenty (20) hour per week Assistant Town Clerks. Both of these positions received full benefits from the Town. When one of the Clerks resigned to take another position, a reorganization plan was approved by the Board of Selectmen that increased the Housing Coordinator from 25 hours to 40 hours and assigned this position to the Town Clerk's Office for 15 hours per week. The other Assistant Town Clerk was increased from 20 hours per week to 25 hours per week to keep administrative staff support in the Town Clerk's Office at 40 hours. This reorganization has eliminated one benefited position that could save the Town \$18,000 annually. Due to the current hourly rates of the above two referenced employees, the Town Clerk's Wage Line item needs to be increased by \$4,000.

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommendation Deferred Until Town Meeting*

IT Wages - \$500

Due to a scrivener's error in setting the Wage Line Item for the IT Department, two numbers were transposed and the actual hourly rate of the Desk Stop Specialist that was approved will cause a short fall in that wage line by \$500. Since this is the annual wage of the current employee, it is recommended that this line item be increased by \$500 to cover the expense.

Board of Selectmen: *Recommended Unanimously*

Finance Committee: *Recommendation Deferred Until Town Meeting*

Article 4 – Transfer Within Sewer Enterprise

Amount Requested: \$90,000

This Article seeks to transfer \$90,000 from the Sewer Enterprise Fund Surplus to the Fiscal Year 2018 Sewer Department's General Expenses for engineering services related to the Pepperell Wastewater Treatment Plant Upgrades. The Fund has a balance of \$545,281. This transfer will not affect the tax rate.

Article 5 – Capital Stabilization Fund

Amount Requested: \$500,000

The Fund currently has a balance of \$118,486. 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. To meet this level and provide adequate funding to meet the anticipated Fiscal Year 2019 Capital Budget, the Town will need to add \$500,000 to the fund. This funding will come from Free Cash and not affect the Tax Rate.

Article 6 – Stabilization Fund

Amount Requested: \$10,000

The Fund currently has a balance of \$1,797,719. The financial management goal is to achieve and maintain a balance in the Stabilization Fund equal to 5% of the total annual budget. To meet this level, the Town will need to add \$10,000 to the fund. This funding will come from Free Cash and not affect the Tax Rate.

Article 7 – Senior Center Design

Amount Requested: \$400,000

From the Warrant Summary: Originally constructed in 1986 as a VFW hall, Groton's current senior center is inadequate for current program needs as well as deficient in meeting minimal standards of universal accessibility. Previous analysis and Town Meeting vote have determined that the current West Groton site is the preferred choice for a center that will serve Groton's growing senior population and the community both now and into the future. This article

requests funding to allow the Town to secure design and bid-level documents that will determine how much a renovated and expanded or new senior center will cost and thereby adequately inform voters for a future Town Meeting and Proposition 2 ½ debt exclusion vote. Funding for this Article will come from Free Cash (\$225,000) and Receipts Reserved for Appropriation (\$175,000) and not affect the Tax Rate.

Article 8 – Capital Stabilization for the GDRSD

Amount Requested: \$600,000

From the Warrant Summary: The Groton Dunstable Regional School District Committee has recently adopted a long-range Capital Plan to address its capital needs. This detailed plan will require a substantial financial contribution from both Groton and Dunstable over the next several years. While Groton approved a GDRSD held Capital Stabilization Fund, approval of Dunstable is also needed. A Town of Groton held Capital Stabilization account will allow Groton to be prepared to pay its share of Capital costs. To that end, the Board of Selectmen, Finance Committee and Town Manager would like to create and begin funding a Town of Groton held Capital Stabilization fund for the GDRSD. The Town Manager is proposing that \$600,000 be transferred from Free Cash to begin funding this Capital Stabilization Fund. This transfer will not affect the Tax Rate.

Article 9 – GDRSD Phone System and Infrastructure

Amount Requested: \$346,860

From the Warrant Summary: The replacement of the District Wide Phone System & Internet Infrastructure is the largest expense in the adopted long-range District Capital & Technology Plans and is scheduled to take place in FY19. Groton's portion of the expense, per the regional agreement and based on the five-year rolling average pupil enrollment, is \$346,860. Replacing the network infrastructure is a necessity. The network is used for almost all assignments and testing. Many of the software requirements, including taking MCAS via computer, are mandated by the State. Currently the bandwidth is the most significant impediment (i.e. bottleneck); there are times when the performance is impacted and not steady. This can occur at inopportune moments such as during classroom activities or state mandated online MCAS testing. In addition to being an academic necessity there are safety concerns as the District does not have caller ID. Without caller ID, the District remains in a vulnerable position of not being able to determine where or what type of call is coming into the District, making prosecution difficult in the event of a threat. This vulnerability was identified when the District received a Robo Call

bomb threat. Caller ID could prove to be critical for investigative purposes. This funding will come from Free Cash and not affect the Tax Rate.

Article 10 – Appropriation for Cyclical Inspections **Amount Requested: \$110,000**

From the Warrant Summary In 2017, the Bureau of Local Assessments issued the following directive: “Cyclical Reinspection - Maintenance of current and accurate property inventory data is a critical element in the development of uniform, fair market values. Our last certification review indicated that the Board of Assessors should begin a cyclical reinspection program of all descriptive property data over a specified time period, so that each parcel is inspected at least once in every nine-year cycle.” Cyclical Inspection, as defined by the Mass DOR, is the process of the systematic measure and listing of all properties within a municipality over a specified period of time (over the next 5 fiscal years and concluding prior to the Town of Groton’s next recertification commencing in FY2022). The Cyclical Inspection process is utilized to update property owner record cards in order to provide fair and equitable assessments to ALL property owners in town. The Town has issued a Request for Proposal that will allow the Town to determine the cost effectiveness of conducting these inspections all at once, or over the next five years. A full report will be provided at Town Meeting. The proposed funding for this Article will come from Free Cash and not affect the Tax Rate.

Article 11 – Complete Streets Engineering **Amount Requested: \$45,000**

From the Warrant Summary: The Complete Streets Committee received a grant from MassDOT to improve pedestrian safety and accessibility at crosswalks in the Town Center, to extend the sidewalk on Long Hill Road from Riverbend Drive to Groton Place, to install speed limit flashing lights in various locations, and to install two bicycle repair kits on the Nashua River Rail Trail. This article will provide funding for the required engineering design of the projects. The Town must provide the engineering to design and solicit bids in order to obtain the construction funding. The amount needed is \$45,000 and will come from Free Cash. This appropriation will not affect the Tax Rate.

Article 12 – Offset the Tax Rate **Amount Requested: \$100,000**

After reviewing all of the other financial commitments contained in the Warrant for the 2017 Fall Town Meeting, the Board of Selectmen has voted to recommend that the Town Meeting vote to transfer \$100,000 from Free Cash to offset the Fiscal Year 2018 Tax Rate. This amount will reduce the tax rate by \$0.06 and reduce the average tax bill (a home valued at \$425,000) by \$25.50.

The funding for the request for Article 3 (total of \$14,500) will come from the tax levy. Should this Article pass as presented, it will cause the tax rate to increase by \$0.01. The impact on the FY 2018 Tax Rate is as follows:

Original Budget -	\$36,049,435
Original Levy Capacity Used -	\$31,118,125

Amount Under the Levy Limit -	\$183,950
Original Proposed Tax Rate -	\$18.65
Average Tax Bill -	\$7,926 or \$165 increase over FY 2017
New Proposed Budget -	\$36,063,935
New Levy Capacity Used	\$31,140,396
Amount Under the Levy Limit -	\$161,679
New Proposed Tax Rate -	\$18.66
Average Tax Bill -	\$7,930 or \$169 increase over FY 2017

Respectfully submitted,

Mark W. Haddad

Mark W. Haddad
Town Manager

Town of Groton, Ma
FINAL RESULTS
Annual Town Election May 16, 2017

Election Turnout	Precinct 1	Precinct 2	Precinct 3	Total
Groton Registered Voters (April 4, 2017)	2793	2670	2543	8006
May 17 Voter Turnout	659	451	591	1701
Turnout %	23.59%	16.89%	23.24%	21.25%
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	500	332	410	1242
Write - In	4	3	2	9
Blank	155	116	179	450
Total	659	451	591	1701
Board of Health	Vote for One		Three Year Term	
Jason W. Weber, Candidate for Re-election	522	340	426	1288
Write - In	2	4	3	9
Blank	135	107	162	404
Total	659	451	591	1701
Board of Selectmen	Vote for Two		Three Year Term	
Anna Eliot, Candidate for Re-election	294	192	271	757
Brooks T. Lyman	204	135	160	499
Alison S. Manugian	351	235	276	862
Rebecca H. Pine	273	228	325	826
Write - In	4	3	3	10
Blank	192	109	147	448
Total	1318	902	1182	3402
Commissioner of Trust Funds	Vote for One		Three Year Term	
Thomas D. Hartnett, Candidate for Re-election	527	333	438	1298
Write - In	4	1	0	5
Blank	128	117	153	398
Total	659	451	591	1701
Groton Electric Light Commission	Vote for One		Three Year Term	
Bruce H. Easom, Candidate for Re-election	423	270	326	1019
Peter L. Jeffrey	115	89	160	364
Write - In	0	0	0	0
Blank	121	92	105	318
Total	659	451	591	1701
Park Commission	Vote for Two		Three Year Term	
James F. Gaffney, Sr.	457	285	378	1120
Timothy J. Siok	417	258	343	1018
Write - In	4	1	5	10
Blank	440	358	456	1254
Total	1318	902	1182	3402
Planning Board	Vote for Two		Three Year Term	
Michael S. Vega, Candidate for Re-election	300	176	224	700
Scott O. Wilson, Candidate for Re-election	398	267	340	1005
Annika B. Nilsson-Ripps	249	168	235	652
Write - In	1	1	1	3
Blank	370	290	382	1042
	1318	902	1182	3402

Town of Groton, Ma
FINAL RESULTS
Annual Town Election May 16, 2017

Sewer Commission		Vote for One		Three Year Term	
Thomas D. Orcutt, Candidate for Re-election		473	305	406	1184
Write - In		5	3	4	12
Blank		181	143	181	505
Total		659	451	591	1701
Trustees of the Groton Public Library		Vote for Two		Three Year Term	
Marilyn B. Dabritz, Candidate for Re-election		489	316	408	1213
David J. Zeiler, Candidate for Re-election		490	307	399	1196
Write - In		3	0	1	4
Blank		336	279	374	989
Total		1318	902	1182	3402
Water Commission		Vote for One		Three Year Term	
James L. Gmeiner, Candidate for Re-election		493	321	420	1234
Write - In		5	2	3	10
Blank		161	128	168	457
Total		659	451	591	1701
Groton-Dunstable Regional School Committee		Vote for One		Three Year Term	
Jeffrey P. Kubick, Candidate for Re-election		486	312	401	1199
Write - In		3	3	2	8
Blank		170	136	188	494
Total		659	451	591	1701
Groton-Dunstable Regional School Committee		Vote for One		One Year Term	
Brian C. LeBlanc		478	301	406	1185
Write - In		3	6	2	11
Blank		178	144	183	505
Total		659	451	591	1701
QUESTION 1: Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase land on Farmers Row owned by the Lawrence Homestead Trust to locate a new Senior Center?					
Yes	88	65	94	247	
No	532	352	443	1327	
Blank	39	34	54	127	
Total	659	451	591	1701	
QUESTION 2: Shall the Town of Groton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, or design and construction bidding, of a new Senior Center?					
Yes	274	181	261	716	
No	377	265	315	957	
Blank	8	5	15	28	
Total	659	451	591	1701	

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, 2017

	Governmental Fund Types			Fiduciary Fund Types		Total (Memorandum Only)
	General	Special Revenue	Capital Projects	Water, Sewer & Electric Light Enterprise Funds	Exp & Non-Exp Trust Funds	
Revenues:						
Property Taxes / SurTaxes	30,238,141	671,644				30,909,785
Motor Vehicle/Other Excise	1,851,468					1,851,468
Licenses and Permits	510,162					510,162
State Aid	912,808	550,198	427,002	88,143		1,978,151
Charges for Servs/Fees/Rent	958,686	409,718		12,208,577		13,576,981
Penalties and Interest	113,583					113,583
Fines and Forfeits	35,091					35,091
Interest Earnings	19,916	8,315		10,969	1,491,965	1,531,165
Departmental and Other	647,374	99,187		26,914	6,859	780,334
Total Revenues	35,287,229	1,739,062	427,002	12,334,603	1,498,824	51,286,720
Expenditures:						
General Government	2,002,435	83,769			65,350	2,151,554
Public Safety	3,698,411	257,305	45,530			4,001,246
Education	20,077,219	0	750		184,528	20,262,497
Highway and Public Works	1,898,637	0	4,524	11,011,070		12,914,231
Culture, Recreation & Cit Svcs	1,618,163	151,776		171,845	102,521	2,044,305
Debt Service	1,244,188	486,544		581,301		2,312,033
Intergovernmental	87,303					87,303
Capital Outlay/Construction	925,267	282,678	881,961	169,547		2,259,453
Employee Benifits & Misc.	3,545,234				200,000	3,745,234
Total Expenditures	35,096,857	1,262,072	932,765	11,933,763	552,399	49,777,856
Excess of Revenues Over (Under) Expenditures	190,372	476,990	(505,763)	400,840	946,425	1,508,864
Other Financing Sources (Uses):						
Operating Transfers In	717,980		33,333		600,000	1,351,313
Operating Transfers Out	(633,333)	(241,000)			(476,980)	(1,351,313)
Proceeds of Bonds						0
						0
Total Other Sources (Uses)	84,647	(241,000)	33,333	0	123,020	0
Excess of Revenues and Other Sources Over (Under)	275,019	235,990	(472,430)	400,840	1,069,445	1,508,864
Expenditures and Other Uses	0	0	0	0	0	
Fund Balance, Beginning	2,971,226	2,424,148	(2,037,500)	1,909,707	20,563,946	
Adjust to Fair Market Value						
Prior Period Adjutment	(1,099)	0		1,737		638
Fund Balance, Beginning, as Restated	2,970,127	2,424,148	(2,037,500)	1,911,444	20,563,946	25,832,165
Fund Balance, Ending	3,245,146	2,660,138	(2,509,930)	2,312,284	21,633,391	27,341,029

Town of Groton, Massachusetts
Statement of Revenues and Expenditures
Budget and Actual (Non-GAAP Basis)
General Funds
For The Year Ended June 30, 2017

	<u>Final</u> <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	30,205,080	30,012,451	(192,629)
Motor Vehicle Excise & Meals Excise	1,500,000	1,851,468	351,468
Payments in Lieu of Taxes	220,000	225,690	5,690
Licenses, Leases, Fees and Permits	1,061,100	1,401,848	340,748
Intergovernmental (State Aid)	860,020	912,808	52,788
Charges for Services	67,250	67,000	(250)
Penalties and Interest	90,000	113,583	23,583
Fines and Forfeits	42,000	35,091	(6,909)
Interest Earnings	17,000	19,916	2,916
Departmental and Other	840,269	647,377	(192,892)
Total Revenues	34,902,719	35,287,232	384,513
Expenditures:			
General Gov	2,275,333	2,038,576	236,757
Public Safety	3,648,959	3,497,715	151,244
Education	20,112,747	20,077,219	35,528
Highway and Public Works	2,209,889	2,306,760	(96,871)
Culture, Recreation & Citizen's Services	1,587,835	1,514,138	73,697
Capital Expenditures/Special Articles	748,480	601,413	147,067
Debt Service	1,249,380	1,244,188	5,192
Intergovernmental (State Cherry Sheet Chgs)	87,303	87,303	0
Employee Benefits & Miscellaneous	3,392,512	3,316,874	75,638
Prior Year Encumbrances	462,776	412,671	50,105
Total Expenditures	35,775,214	35,096,857	678,357
Excess of Revenues Over (Under) Expenditures	(872,495)	190,375	1,062,870
Other Financing Sources (Uses):			
Operating Transfers In/Repurposed Funds	767,980	767,980	0
Available Funds: Encumbrances	462,776	462,776	0
Operating Transfers Out	(633,333)	(633,333)	0
Free Cash to Offset Tax Rate	0	0	0
Free Cash	655,500	655,500	0
Additional Overlay & Deficits to be raised	(380,428)	(380,428)	0
Total Other Financing Sources (Uses)	872,495	872,495	0
Excess of Revenue and Other Sources Over (Under) Expenditures and other Uses	0	1,062,870	1,062,870

FISCAL 2017
BUDGET VS ACTUAL EXPENDITURES

	Appropriation or Bal/Fwd	Res. Fund or Line Item Tx	Expended	Balance to Fund Bal	Balance to FY 18
GENERAL GOVERNMENT					
Moderator Salary	65.00		65.00	0.00	
Moderator Expense	80.00		18.73	61.27	
Selectmen Salaries	0.00		0.00	0.00	
Selectmen Expense	2,000.00		1,999.23	0.77	
Selectmen Engineering Services	0.00	1,700.00	0.00	1,700.00	
Selectmen Minor Capital (Sewer SRF)	0.00		0.00	0.00	
Town Manager Salaries	197,572.00		196,963.01	608.99	
Town Manager Wages	102,646.00		102,566.52	79.48	
Town Manager Expense	4,000.00	16,000.00	7,367.71	0.29	12,632.00
Town Mgr Station Avenue Engineering	22,808.67		5,014.12	17,794.55	
Town Mgr Lost Lake Watershed Committee	27,803.61		25,187.60	0.00	2,616.01
Town Mgr Squannacook Hall Septic	23,933.39		22,617.25	1,316.14	
Town Mgr Operational Audit FY17	45,500.00		27,708.00	0.00	17,792.00
Finance Committee Expense	210.00		204.00	6.00	
Reserve Fund	150,000.00	(51,085.00)	0.00	98,915.00	
Town Accountant Salary	84,833.00		84,832.66	0.34	
Town Accountant Wages	42,360.00		42,333.25	26.75	
Town Accountant Expense/Audit	30,975.00		29,743.76	1,231.24	
Town Accountant Expense/Audit Prior Year	1,373.00		1,373.00	0.00	
Assessors Salaries	84,875.00	9,430.00	94,239.91	65.09	
Assessors Wages	50,974.00	2,090.00	53,007.00	57.00	
Assessors Expense	29,135.00	(450.00)	16,484.13	12,200.87	
Assessors Expense Prior Year	10,000.00		9,778.65	221.35	
Treasurer/Tax Collector Salary	84,125.00		84,125.00	0.00	
Treasurer/Tax Collector Wages	104,236.00		100,161.80	4,074.20	
Treasurer/Tax Collector Expense	22,855.00		20,040.02	2,814.98	
Treasurer Tax Title	4,500.00		3,332.75	1,167.25	
Treasurer Tax Title Prior Year	450.00		0.00	450.00	
Treasurer Bond Costs	5,000.00		5,000.00	0.00	
Town Counsel Expense	90,000.00	(15,000.00)	61,574.21	7,096.95	6,328.84
Town Counsel Expense Prior Year	3,664.00		3,663.19	0.81	
Personnel Board Salary	73,202.00		73,200.92	1.08	
Personnel Board Expense	9,550.00		8,763.68	616.32	170.00
Personnel Board Prior Year	123.68		0.00	123.68	

Information Technology Committee Salary	100,814.00	100,814.00	0.00	
Information Technology Committee Wages	47,753.00	37,205.03	10,547.97	
Information Technology Committee Expense	24,800.00	21,094.06	3,633.63	72.31
Information Tech. Prior Year Exp	1,464.27	1,049.00	415.27	
Information Technology Capital Exp FY17	50,000.00	19,666.97	15,254.13	15,078.90
Information Technology Capital Exp FY16	1,637.00	1,636.79	0.21	
GIS Committee Expenses	15,100.00	5,410.59	4,689.41	
GIS Committee Expenses Prior Yr	4,800.00	4,800.00	0.00	
Town Clerk Salary	77,556.00	77,555.92	0.08	
Town Clerk Wages	54,536.00	52,165.89	2,370.11	
Town Clerk Expense	11,655.00	7,310.49	2,344.51	2,000.00
Election/Registrar Wages	11,656.00	9,706.86	1,949.14	
Election/Registrar Expense	10,620.00	7,173.48	3,446.52	
Street Listing Expense	6,000.00	5,841.16	158.84	
Conservation Commission Salary	66,118.00	66,118.00	0.00	
Conservation Commission Expense	6,679.00	5,479.69	1,199.31	
Conservation Commission Expense Prior Yr	2,740.00	2,312.50	427.50	
Planning Board Salary	80,580.00	75,567.31	5,012.69	
Planning Board Expense	7,500.00	5,694.51	1,805.49	
Planning Board MRPC Assessment	3,403.00	3,402.26	0.74	
Planning Board Expense Prior Year	198.00	197.96	0.04	
Board of Appeals Wages	18,823.00	18,810.40	12.60	
Board of Appeals Expense	1,700.00	757.39	942.61	
Municipal Buildings Wages	87,252.00	86,717.67	534.33	
Municipal Buildings Expense	280,850.00	259,726.54	20,905.67	217.79
Municipal Buildings Expense Prior Year	1,017.00	830.82	186.18	
Municipal Buildings Exp - T.H. Auto Doors	5,000.00	5,000.00	0.00	
Municipal Bldgs Exp-FloRo Boiler FY17	60,000.00	54,528.60	5,471.40	
Municipal Bldgs Exp-Town Hall Security FY17	60,000.00	53,459.19	0.00	6,540.81
Municipal Bldgs Exp-Town Hall HVAC	89,110.00	89,110.00	0.00	
Municipal Buildings Minor Capital	20,000.00	20,000.00	0.00	25,000.00
Insurance and Bonding	200,000.00	199,041.85	958.15	
Insurance Deductible Reserve-GenLiab	12,000.00	3,130.67	8,869.33	
Insurance Deductible Reserve-111F	25,000.00	14,483.83	0.00	5,516.17
Insurance Deductible Reserve-111F Prior Yr	10,000.00	1,102.44	8,897.56	
Town Reports	1,500.00	1,407.40	92.60	
Postage, General Expenses	55,000.00	52,726.29	7,748.71	1,025.00
Postage, General Expenses Prior Year	750.00	749.46	0.54	
Central Purchasing/Office Supplies	17,000.00	11,696.69	5,303.31	
Telephone Expense	45,000.00	31,565.96	6,934.04	

Total General Government **2,884,460.62** **(22,315.00)** **2,496,412.77** **270,743.02** **94,989.83**

PROTECTION OF PERSONS AND PROPERTY

Police Department Salary	316,010.00	43.00	316,052.67	0.33	
Police Department Wages	1,643,942.00	15,406.00	1,659,347.77	0.23	
Police Department Expense	192,647.00		182,117.00	10,441.60	88.40
Police Department Expense Prior Year	1,406.00		1,400.00	6.00	
Police Department Data Conversion FY15	41,000.00		40,880.00	120.00	
Police Department Cruisers Lease/Purchase	4,000.00		3,960.00	40.00	
Police Department Minor Capital	20,000.00		19,202.60	797.40	
Police Department New Cruisers	89,746.00		89,713.11	32.89	
Police Department Chief's Vehicle FY17	50,000.00		49,974.62	25.38	
Police Department Tasers FY17	39,134.00		39,071.60	62.40	
Fire Department Salaries	102,792.00		102,792.00	0.00	
Fire Department Salaries Prior Year	3,043.00		3,042.46	0.54	
Fire Department Wages	708,243.00	31,294.00	702,083.96	0.00	37,453.04
Fire Department Expense	168,000.00	19,200.00	163,038.39	3,665.47	20,496.14
Fire Exp Prior Year	13,060.00		10,056.20	3,003.80	
Fire Department Capital: Swap Loader FY16	19,967.31		19,967.31	0.00	
Fire Department Capital: Swap Loader FY17	35,000.00		25,297.20	0.00	9,702.80
Fire Department Rescue Boat FY17	16,000.00		16,000.00	0.00	
Fire Hydrant Charge West Groton	1.00			1.00	
Fire Hydrant Charge Groton	1.00			1.00	
Building Inspector Salaries	82,475.00		82,475.00	0.00	
Building Inspector Wages	60,174.00	1,890.00	62,013.15	50.85	
Building Inspector Expense	5,000.00		1,623.46	3,376.54	
Salaries/Fees-Mechanical Inspector	30,000.00	6,000.00	31,530.00	4,470.00	
Mechanical Inspector Expense	5,000.00		3,723.72	1,276.28	
Mechanical Inspector Expense Prior Yr	380.00		378.92	1.08	
Sealer Weights & Measures Salary/Fees	3,000.00		2,610.00	390.00	
Sealer Weights & Measures Expense	100.00		0.00	100.00	
Earth Removal Inspector Salary	1,500.00		1,500.00	0.00	
Earth Removal Inspector Expense	100.00		99.63	0.37	
Animal Inspector/Animal Control Off. Salaries	4,164.00		4,141.22	22.78	
Animal Inspector/Animal Control Off.Expense	800.00		0.00	800.00	
Animal Insp/Control Exp Prior Year	200.00		0.00	200.00	
Civil Defense/Aux Police/EOC Expenses	15,000.00		8,991.32	6,008.68	
Dog Officer Salary	13,973.00		13,455.52	517.48	
Dog Officer Expense	4,250.00		2,321.43	828.57	1,100.00
Dog Officer Expense Prior Year	244.62		244.62	0.00	

Police & Fire Communications Wages	465,742.00	(94,799.00)	302,858.77	68,084.23	
Police & Fire Communications Expense	18,250.00		17,352.47	700.54	196.99

Total Protection Persons and Property

	4,174,344.93	(20,966.00)	3,979,316.12	105,025.44	69,037.37
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SCHOOLS

Nashoba Valley Tech High School Assmt	570,080.00		570,080.00	0.00	
Minuteman Regional Vocation Technical	0.00			0.00	
Groton Dunstable Reg School District Assmt	19,542,667.00		19,507,139.00	35,528.00	
Total Schools	20,112,747.00	0.00	20,077,219.00	35,528.00	

PUBLIC WORKS & FACILITIES

General Highway Salary	99,851.00		99,850.98	0.02	
General Highway Wages	635,855.00	(10,000.00)	607,879.95	17,975.05	
General Highway Expense	134,300.00	30,476.00	156,055.08	3,720.92	5,000.00
General Highway Prior Year Exp	4,534.63		4,534.63	0.00	
General Highway Road Maintenance	95,000.00		79,252.57	0.00	15,747.43
General Highway Road Maintenance Prior Yr	9,612.99		9,612.99	0.00	
General Highway FY17 Dump Truck	30,000.00		30,000.00	0.00	
General Highway FY17 Brush Mower	45,000.00		45,000.00	0.00	
Snow & Ice Overtime	152,891.93		152,891.93	0.00	
Snow & Ice Expense	165,000.00		329,120.57	(164,120.57)	
Snow & Ice Hired Equipment	72,108.07		116,132.25	(44,024.18)	
Street Lighting	20,000.00		12,500.00	7,500.00	
Waste Disposal Wages	123,051.00		119,356.64	3,694.36	
Waste Disposal Consulting	5,850.00		5,850.00	0.00	
Waste Disposal Expense	54,486.00		53,541.99	944.01	
Waste Disposal Expense Prior Year	2,900.00		0.00	2,900.00	
Waste Disposal Tipping Fees	130,000.00		129,998.16	1.84	
Waste Disposal Minor Capital	5,000.00		0.00	0.00	5,000.00
Waste Disposal Minor Capital Prior Year	5,000.00		4,999.82	0.18	
Waste Disposal Bobcat Baler FY17	40,000.00		39,803.84	196.16	
Waste Disposal Scale FY17	15,000.00		13,360.00	0.00	1,640.00
Tree Department Expense	3,000.00		2,998.74	1.26	
Tree Department Tree Work	11,500.00		11,500.00	0.00	
Graves Registration Salary	250.00		250.00	0.00	
Graves Registration Expense	760.00		760.00	0.00	
Care of Veterans' Graves	1,550.00		1,550.00	0.00	
Total Public Works & Facilities	1,862,500.62	20,476.00	2,026,800.14	(171,210.95)	27,387.43

HEALTH & HUMAN SERVICES

Board of Health Expense	1,000.00	718.33	281.67
Board of Health Engineering Consult	10,000.00	9,676.68	323.32
Nashoba Nursing Service/Health Assessment	42,423.00	42,422.84	0.16
Council on Aging Salaries	70,669.00	70,668.00	1.00
Council on Aging Wages	67,423.00	55,350.38	12,072.62
Council on Aging Expense	8,454.00	8,260.74	193.26
Council on Aging Expense Prior Year	1,122.42	1,047.39	75.03
COA Sr. Center Prescott Feasibility FY17	20,000.00	18,480.00	1,520.00
COA Sr Center Feasibility Study FY16	40,000.00	40,000.00	0.00
Senior Center Van Wages	58,318.00	46,896.09	11,421.91
Senior Center Van Expenses	17,673.00	6,528.39	11,078.61
Senior Center Van Expenses Prior Year	266.87	266.87	0.00
Veterans' Agent Salary	3,485.00	3,484.00	1.00
Veterans' Agent Expense	650.00	65.40	584.60
Veterans' Benefits	50,000.00	39,876.43	10,123.57
Total Health & Human Services	391,484.29	343,741.54	47,676.75
			66.00

LIBRARY AND CITIZENS' SERVICES

Library Salaries	357,628.00	357,628.00	0.00
Library Wages	294,867.00	291,990.72	2,876.28
Library Expense	206,217.00	200,009.77	0.00
Library Expense Prior Year	2,142.00	2,131.92	10.08
Library Minor Capital	0.00	0.00	0.00
Library Carpet FY16	22,645.00	22,645.00	0.00
Library Carpet FY17	20,000.00	731.60	0.00
Library Retaining Wall FY16	40,000.00	40,000.00	0.00
Country Club Salaries	137,750.00	137,749.48	0.52
Country Club Wages	135,456.00	112,946.06	509.94
Country Club Expenses	131,555.00	151,861.52	1,539.18
Country Club Expenses Prior Year	191.00	191.00	0.00
Country Club Minor Capital	0.00	15,000.00	0.00
Country Club Rough Triplex Mower	5,100.00	5,090.45	9.55
Country Club Golf Cart Lease	20,000.00	19,955.45	44.55
Country Club Boom Sprayer Lease	6,500.00	6,499.88	0.12
Park Department Wages	2,659.00	2,537.94	121.06
Park Department Expense	65,759.00	60,849.00	0.00
Parks Property Improvements FY17	46,500.00	0.00	0.00
Parks Field Improvements FY16	31,074.51	29,502.86	0.00
			4,910.00
			46,500.00
			1,571.65

Parks Cutler Playground FY16	50,000.00	42,072.00	7,928.00
Care of the Old Burying Ground	800.00	800.00	0.00
Town Forest Expense	5,200.00	0.00	0.00
Celebrations/Commemorations	500.00	483.20	16.80
Great Lakes Advisory Gen Expenses	2,385.00	63.25	0.00
Great Lakes Advisory Gen Exp Prior Year	2,000.00	2,000.00	0.00
Weed Harvesting/Great Ponds Expense	7,000.00	4,428.99	2,571.01
Water Safety Wages	2,640.00	1,999.20	640.80
Water Safety Expense	9,000.00	7,805.00	5,213.17
Total Library and Citizens' Services	1,605,568.51	22,805.00	21,481.06
			92,236.33

DEBT SERVICE

Principal Long-Term Debt	988,600.00	988,600.00	0.00
Interest Long-Term Debt	237,780.00	237,780.03	(0.03)
Interest Short-Term Debt	56,333.00	51,141.07	5,191.93
Total Debt Service	1,282,713.00	0.00	5,191.90
			0.00

EMPLOYEE BENEFITS

County Retirement Assessment	1,844,224.00	1,839,040.00	5,184.00
Health & Life Insurance	1,586,788.00	1,534,658.98	35,585.11
Health & Life Insurance Prior Year	13,773.00	9,207.18	4,565.82
Unemployment Compensation	41,140.00	27,964.79	9,807.21
Medicare Employer Contribution	120,360.00	115,210.01	2,864.99
Medicare Employer Contribution Prior Year	1,139.61	1,139.61	0.00
Total Employee Benefits	3,607,424.61	0.00	58,007.13
			22,196.91

WATER DEPARTMENT ENTERPRISE FUND

Water Department Salaries	122,201.00	122,030.78	170.22
Water Department Wages	171,308.00	171,307.52	0.48
Water Department Expense	374,626.00	103,090.00	18,828.33
Water Department Expense Prior Year	21,608.00	3,975.00	0.00
Water Department Other Financing Uses	156,910.00	156,910.00	
Water Department Debt Service	356,716.00	356,716.12	(0.12)
Total Water Department Enterprise	1,203,369.00	1,269,827.09	18,998.91
			17,633.00

SEWER DEPARTMENT ENTERPRISE FUND

Sewer Department Salaries	18,755.00	18,300.58	454.42
Sewer Department Wages	34,301.00	34,079.45	221.55

Sewer Department Expense	603,626.00	100,000.00	619,440.38	84,185.62
Sewer Dept: Debt Service (incl. betterments)	41,593.00		40,000.74	1,592.26
Total Sewer Department Enterprise	698,275.00	100,000.00	711,821.15	86,453.85

CABLE DEPARTMENT ENTERPRISE FUND

Cable Department Salaries	67,795.00	67,795.00	0.00	
Cable Department Wages	50,410.00	41,188.46	9,221.54	
Cable Department Expense	82,575.00	62,395.08	20,179.92	
Cable Department Expense Prior Year	575.00	467.31	107.69	
Cable Department Minor Capital	40,000.00	19,998.08	20,001.92	
Cable Department Minor Capital Prior Year	33,106.00	25,188.83	7,917.17	
Total Cable Department Enterprise	274,461.00	0.00	217,032.76	57,428.24

CAPITAL PROJECTS

Four Corners Sewer	2,090,550.73	4,524.00	0.00	2,086,026.73
Center Fire Station Project Exp.	82,922.56	45,529.12	0.00	37,393.44
Public Safety Radio Upgrade	215,696.88	191,830.57	0.00	23,866.31
Lost Lake Fire Protection	334,287.97	209,785.44	124,502.53	0.00
Total Capital Projects	2,723,458.14	0.00	451,669.13	2,147,286.48
GRAND TOTAL	40,546,345.72	100,000.00	37,676,204.73	2,470,833.35

SPECIAL REVENUE FISCAL 2017

Bal. Forward	Receipts	Expenditures	Bal to FY18
1,009.25	480,086.10	481,095.35	0.00
CHAPTER 90 HIGHWAY FUNDS			0.00
Chapter 90 Highway Funds			0.00

Community Preservation Fund

Note: Bal. forward to 2018 incl. encumbrances for incomplete projects; Unalloc Rsrv incl. operating rsrv

Unallocated Reserve	503,647.65	604,152.39	635,572.69	(31,420.30)	472,227.35
Community Housing Reserve	378,058.80	86,307.48	49,721.61	36,585.87	414,644.67
Historic Resource Reserve	157,437.50	86,307.48	49,436.32	36,871.16	194,308.66
Open Space Reserve	30,983.27	86,307.48	80,000.00	6,307.48	37,290.75
	1,070,127.22	863,074.83	814,730.62	48,344.21	1,118,471.43

GIFTS

Highway Department	4,981.69	427.00		5,408.69
Fire Department SAFE	254.63	285.00	539.63	0.00
Fire Department	7,480.59	3,425.00	931.08	9,974.51
EMS	2,636.68	100.00		2,736.68
Police Department	1,309.41	1,250.00	984.55	1,574.86
Shooting Range	144.04			144.04
DARE	2,408.88		55.87	2,353.01
Sargisson Beach GLA Gift	5,000.00			5,000.00
Civil Defense	1,100.34			1,100.34
Library	66,934.98	7,375.17	10,859.92	63,450.23
Council on Aging	6,596.65	12,793.00	13,005.37	6,384.28
GLA Weed Control Gift	4,005.70		238.34	3,767.36
Library Tarbell Paintings Gift	0.00	5,500.00		5,500.00
Sargisson Beach Life Guards	0.00	13,300.00	12,324.37	975.63
Williams Barn	2,679.32	2,769.00	1,761.42	3,686.90
Care of Old Burying Ground	452.23			452.23
Groton Military Covenant	213.00			213.00
Dog Pound	1,902.95	35.00		1,937.95
Groton Children's Fund	7,432.50	11,688.99	14,714.72	4,406.77
Pavilion Maintenance	236.00			236.00
Smith Fountain	2,017.94			2,017.94
Sargisson Beach Canoe Launch	6,974.29		806.08	6,168.21
Cable TV Programming	3,453.06		157.07	3,295.99
Greenway	6,317.73	4,834.00	1,516.24	9,635.49
Playing Fields	605.19		605.19	0.00
Parks Basketball Court Maintenance	0.00	5,000.00		5,000.00
C-Lab/Insko Monitoring	1,406.51			1,406.51
Fire EMT Tuition Gift	1,000.00			1,000.00
All Are Welcome Markers	0.00	1,951.00		1,951.00
Country Club Gift	1,950.00	2,900.00	4,845.00	5.00
Evan's Rink Gift	265.55		265.55	0.00
Hanson Playground Gift	563.01		563.01	0.00
Rocky Hill Gift Fund	2,469.50		2,469.50	0.00
Lost Lake Dam Gift Fund	68,611.77			68,611.77
Sustainability Committee Fund	604.74			604.74

Trails Committee Gift Fund	4,927.74	2,241.69	463.20	6,706.23
Recycling Gift Fund	3,083.17		75.00	3,008.17
Lost Lake/Knops Pond Gift Fund	3,430.00			3,430.00
Swim Team Gift Fund	19.02			19.02
Vets Breakfast/Senior Lunch Fund	330.90		214.07	116.83
GRG Traffic Light Gift	100,500.00	554.63	554.63	100,500.00
	324,299.71	76,429.48	67,949.81	0.00
				332,779.38

GRANTS

FY17 Dispatch S&I	0.00	233,700.82	233,700.82	0.00
FY16 Dispatch Training	(1,483.10)	3,190.30	1,707.20	0.00
FY16 Dispatch S & I	(38,006.80)	38,006.80	0.00	0.00
FY17 Training Grant Dispatch	0.00	2,518.52	2,731.92	(213.40)
Fire Department SAFE	7,347.99	6,547.00	7,943.94	5,951.05
FY17 Dispatch Development Grant	0.00	6,324.53	6,324.53	0.00
Dispatch Training Grant FY15	(1,455.55)	1,455.55		0.00
Police Bullet Proof Vests Grant	(2,765.00)	2,765.00	2,385.00	(2,385.00)
Police Federal JAG Grant	1.00			1.00
Police 911 Underage Alcohol	(768.68)	768.68		0.00
Conservation WHIP Grant	1,875.00			1,875.00
Planning; 43D Grant	4,480.64		4,480.64	0.00
StormWater: James Brook Grant	59.41			59.41
Aid to Libraries	77,012.73	18,965.82	8,305.00	87,673.55
Arts Council	5,258.26	4,601.70	5,744.99	4,114.97
Elder Programs	0.00	16,350.00	16,350.00	0.00
COA CHNA MINI Grant	250.00		250.00	0.00
Polling Hours	5,859.00	2,336.00	6,436.85	1,758.15
Recycling	1,750.00	475.94	1,750.00	475.94
Regional Recycling	475.94		475.94	0.00
IT Infrastructure Grant FY17	0.00	16,000.00		16,000.00
IT Cybersecurity Grant FY17	0.00	15,000.00	2,640.00	12,360.00
BoH Equipment Grant	36.24	614.88	651.12	0.00
Title V	69,376.84	3,116.14	10,400.00	62,092.98
Water Dept SWMI	(29,881.14)	63,642.50	33,761.36	0.00
	99,422.78	436,380.18	346,039.31	0.00
				189,763.65

REVOLVING

Affordable Housing Marketing	10,962.19			10,962.19
Home Recycling	4,973.33	5,264.75	3,751.81	6,486.27
Drug Forfeiture	15,919.76			15,919.76
Insurance Claims	4,779.97	16,876.28	3,911.24	17,745.01
Erosion Control	3,635.03	24,211.66	8,927.82	18,918.87
Conservation Land Management	21,016.55	1,075.00	3,788.00	18,303.55
Cons Com 593 Academy Hill	496.94	0.24		497.18
Cons Com 593 Geld Peer Review	1.29			1.29
Cons Com 593 NESSP Temple	68.01			68.01
Planning Board 593	34,858.19	43,885.39	46,732.50	32,011.08
Zoning Board 593	3,263.97	1.67		3,265.64
	99,975.23	91,314.99	67,111.37	0.00
				124,178.85

RECEIPTS RESERVED

Town Forest	79,358.26			79,358.26
EMS Fees	537,574.81	335,504.46	241,000.00	632,079.27
Insurance Reimb. over 20K	6,925.07			6,925.07
Sale of Old Fire Station	100,000.00			100,000.00
Sale of Tarbell School	76,584.00			76,584.00
	800,442.14	335,504.46	241,000.00	0.00
				894,946.60

EMS Repts Res. includes \$241k encumbered for FY 2017

NON-EXPENDABLE TRUST FUNDS

	Interest & + Market Adj	Disbursements & - Market Adj	Transfers In or Out
Samuel Green	125,973.58	8,347.75	134,321.33
Joseph Shepley	290,350.61	19,240.34	309,590.95
Barr Eye	2,493.26	165.22	2,658.48
Dalrymple Eye	10,523.08	697.32	11,220.40
Waters	5,668,750.81	375,644.72	6,044,395.53
Robbins Library	2,928,407.71	194,053.49	3,122,461.20
Library Book	162,047.04	10,738.19	172,785.23
Lecture	4,486,048.24	297,271.89	4,783,320.13
Shepley Fountain	2,493.21	165.22	2,658.43
Spaulding	1,004.69	66.58	1,071.27

Blood Cemetery	1,004.67	66.58		1,071.25
Sawyer	5,165.24	342.27		5,507.51
Butler School	11,886.81	787.69		12,674.50
Groton Commons	9,985.33	661.69		10,647.02
Robertson Onners	35,938.28	380.49		36,318.77
Robbins Scholarship	16,651.44	1,103.43		17,754.87
Twomey Scholarship	42,508.71	184.43		42,693.14
VanHoogan Scholarship	86,384.99		406.23	85,978.76
Bertozzi Scholarship	165,468.91	5,023.16		170,492.07
Belitsky Scholarship	19,576.40	320.10		19,896.50
Champney Cemetery	1,004.68	66.58		1,071.26
	14,073,667.69	915,327.14	406.23	14,988,588.60

	Trans. In, Receipts & Gen. Int.		Trans. Out & Adj to FMV	Expenditures
EXPENDABLE TRUST FUNDS				
Samuel Green	845,875.00	27,810.75	26,265.01	891,868.68
Joseph Shepley	339,745.79	17,114.57	11,011.45	359,551.46
Barr Eye	1,702.33	76.13		1,778.46
Dalrymple Eye	25,249.90	1,167.40	139.17	26,556.47
Waters	762,834.26	157,722.47	14,228.73	761,814.61
Robbins Library	636,315.58	92,139.67	8,777.83	663,885.13
Library Book	49,726.64	5,100.33	155.23	54,982.20
Lecture	519,146.74	123,531.07	8,042.19	585,470.36
Shepley Fountain	3,808.95	94.51		3,803.46
Spaulding	370.53	27.99		398.52
Blood Cemetery	4,847.38	68.69		4,916.07
Lawrence Library	64,331.23	1,346.75	3,309.53	68,987.51
Sawyer	1,242.95	136.98		1,379.93
Butler School	6,629.59	342.91		6,208.40
Groton Commons	4,632.06	285.41		4,917.47
Robertson Onners	14,400.88	1,513.70	(302.74)	15,611.84
Robbins Scholarship	5,203.30	452.63		5,655.93
Twomey Scholarship	1,286.26	1,295.44	(323.86)	257.84
VanHoogan Scholarship	6,472.31	2,438.39	(487.68)	6,923.02
Bertozzi Scholarship	7,399.53	4,135.50	(1,033.88)	6,208.17

Belitsky Scholarship	823.85	836.31	(167.26)	1,492.90
Champney Cemetery	2,707.03	48.99		2,756.02
OPEB Trust	10.27	200,011.63	200,000.00	21.90
Avenue of Flags	3,317.82	1.67		3,319.49
Groton Scholarship	5,734.62	4,446.03	3,000.00	7,180.65
Turtle Study Trust	25,270.30	12.62		25,282.92
Turtle Main Trust	28,302.68	14.13		28,316.81
Affordable Housing Trst	60,494.19	173.34	12,771.00	47,896.53
Stabilization	1,784,167.66	44,370.57	13,982.09	1,792,520.32
Conservation	721,847.91	9,068.52		730,916.43
Capital Stabilization	556,381.30	404,522.18	426,980.00	533,923.48
	6,490,278.84	1,100,307.28	83,595.81	6,644,802.98

Note: Capital Purchase Stabilization Fund Balance includes \$415,692 encumbered to FY 18 for Capital Expenditures

AGENCY FUNDS	Bal. Forward	Receipts	Expenditures	Bal to FY17
Payroll Deductions	72,327.44	573,702.71	(573,527.04)	72,503.11
Police Details Due	13,462.18	199,285.76	(209,653.76)	3,094.18
Fire Details Due	273.50	9,186.92	(9,085.05)	375.37
Ambulance Fees due other Towns	6,600.00	51,425.00	(51,975.00)	6,050.00
Fees due Collection Agency	1,749.96	17,596.42	(18,458.48)	887.90
GEO/TMS Fees Payable	18,591.66	28,666.54	(27,415.81)	19,842.39
Due to State Agency Sales Tax	690.85	4,100.94	(4,042.33)	749.46
Firearms Fees Due State	3,387.50	12,562.50	(12,562.50)	3,387.50
Fee Due to Deputy Collector	13,346.00	28,162.00	(26,825.50)	14,682.50
Due to Other Towns - Recycling	0.00	15,004.06	(9,773.70)	5,230.36
Fee Due to NEBS	10,000.00			10,000.00
Guarantee Deposits (Perf Bonds)	279,450.45	2,647.79	(27,530.59)	254,567.65
West Groton Water	1,165.21	115,392.31	(112,265.38)	4,292.14
Mass-Toss	10,246.65	42,582.92	(44,541.04)	8,288.53
	431,291.40	1,100,315.87	(1,127,656.18)	403,951.09

SUMMARY OF ACCOUNTS JULY 1, 2017 -DECEMBER 31, 2017

GENERAL GOVERNMENT				
Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended	
Moderator Salary	65.00	0.00	65.00	
Moderator Expense	80.00	0.00	80.00	
Selectmen Expense	3,000.00	1,473.69	1,526.31	
Selectmen Minor Capital	27,000.00	0.00	27,000.00	
Town Manager Salaries	204,592.00	102,496.49	102,095.51	
Town Manager Wages	106,780.00	51,140.01	55,639.99	
Town Manager Operational Audit	17,792.00	17,792.00	0.00	
Town Manager Expense	14,000.00	2,557.95	11,442.05	
Town Manager Expense Prior Year	12,632.00	3,059.00	9,573.00	
Town Mgr: Lost Lake Watershed Committee FY15	2,616.01	724.51	1,891.50	
FinCom Reserve Fund	150,000.00	0.00	150,000.00	
FinCom Expenses	210.00	210.00	0.00	
Town Accountant Salary	87,395.00	44,521.92	42,873.08	
Town Accountant Wages	44,067.00	21,105.00	22,962.00	
Town Accountant Expenses/Audit	31,185.00	30,513.66	671.34	
Assessors Salaries	85,325.00	35,243.67	50,081.33	
Assessors Wages	52,782.00	13,798.04	38,983.96	
Assessors BOA Cyclical Inspections FY18	103,500.00	0.00	103,500.00	
Assessors Expense	23,235.00	6,655.61	16,579.39	
Treasurer/Tax Collector Salary	84,966.00	42,903.54	42,062.46	
Treasurer/Tax Collector Wages	104,658.00	50,344.34	54,313.66	
Treasurer/Tax Collect Expense	22,855.00	10,534.36	12,320.64	
Treasurer Tax Title	4,500.00	0.00	4,500.00	
Treasurer Bond Costs	5,000.00	0.00	5,000.00	
Town Counsel Expense	90,000.00	12,467.43	77,532.57	
Town Counsel Expense Prior Year	6,328.84	6,328.84	0.00	
Human Resource Salaries	75,412.00	37,705.98	37,706.02	
Human Resource Expense	9,550.00	6,107.50	3,442.50	
Human Resource Expense Prior Year	170.00	170.00	0.00	
Information Technology Salary	104,888.00	52,443.97	52,444.03	
Information Technology Wages	48,253.00	23,100.00	25,153.00	
Information Technology Expense	24,800.00	5,026.93	19,773.07	
Information Technology Expense Prior Year	72.31	72.31	0.00	
Information Technology: Capital Outlay	40,000.00	3,833.66	36,166.34	
Information Technology: Capital Outlay Prior Yr	15,078.90	15,078.90	0.00	
Town Clerk Salary	80,689.00	40,344.46	40,344.54	
Town Clerk Wages	58,589.00	26,639.85	31,949.15	
Town Clerk Expense	11,515.00	790.50	10,724.50	
Town Clerk Expense Prior Year	2,000.00	1,838.62	161.38	
Election/Registrar Wages	5,408.00	506.00	4,902.00	

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Election/Registrar Expense	6,831.00		120.35	6,710.65
Street Listing Expense	6,250.00		1,798.91	4,451.09
Conservation Commission Salary	68,789.00		29,132.07	39,656.93
Conservation Commission Expense	6,699.00		4,680.13	2,018.87
GIS Committee	15,100.00		4,344.60	10,755.40
Planning Board Salary	82,192.00		38,516.05	43,675.95
Planning Board Expense	7,850.00		2,460.83	5,389.17
Planning Board County Assessments	3,488.00		3,487.31	0.69
Board of Appeals Wages	19,285.00		8,742.74	10,542.26
Board of Appeals Expense	1,700.00		294.11	1,405.89
Municipal Buildings Wages	90,325.00		53,652.49	36,672.51
Municipal Buildings Expense	280,850.00		119,969.46	160,880.54
Municipal Buildings Expense Prior Year	217.79		190.92	26.87
Municipal Buildings Minor Capital	25,000.00		8,810.67	16,189.33
Municipal Buildings Minor Capital Prior Year	25,000.00		19,022.19	5,977.81
Municipal Buildings Sprague Energy Prior Year	16,500.00		16,500.00	0.00
Muni Bldgs Repair FY18	25,000.00		0.00	25,000.00
Munic. Bldgs Town Hall Security Upgrade FY17	6,540.81		0.00	6,540.81
Insurance and Bonding	222,000.00		204,553.98	17,446.02
Insurance and Bonding Deductible Reserve	12,000.00		0.00	12,000.00
Insurance and Bonding, 111F	25,000.00		6,563.21	18,436.79
Ins. and Bonding, 111F Prior Year	5,516.17		4,553.10	963.07
Town Report	1,500.00		0.00	1,500.00
Postage and Copying Expense	55,000.00		16,038.99	38,961.01
Postage and Copying Expense Prior Year	1,025.00		1,024.09	0.91
Central Purchasing (Office Supplies)	17,000.00		9,099.74	7,900.26
Telephone Expenses	40,000.00		13,636.73	26,363.27
TOTAL GENERAL GOVERNMENT	2,827,647.83	0.00	1,234,721.41	1,592,926.42

PROTECTION PERSONS AND PROPERTY

Police Department Salary	320,822.00		160,684.95	160,137.05
Police Department Wages	1,666,539.00		862,600.08	803,938.92
Police Department Expense	192,449.00		81,377.85	111,071.15
Police Department Expense PY	88.40		88.40	0.00
Police Department Lease for Motorcycles	4,000.00		3,960.00	40.00
Police Department Cruisers FY17	91,092.00		91,092.00	0.00
Police Department Parking Lot FY18	40,000.00		40,000.00	0.00
Police Department Minor Capital	20,000.00		15,965.97	4,034.03
Police Department Capital ATV FY18	18,000.00		18,000.00	0.00
Fire Department Salaries	113,086.00		56,542.98	56,543.02
Fire Department Wages	807,332.00		372,868.95	434,463.05
Fire Department Wages Prior Year	37,453.04		0.00	37,453.04
Fire Department Expense	168,300.00		64,586.99	103,713.01

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Fire Department Expense: Prior Year	20,496.14		9,165.84	11,330.30
Fire Dept Capital Outlay Swap Loader FY17	9,702.80		0.00	9,702.80
Fire Department SCBA Compressor FY18	41,000.00		41,000.00	0.00
Fire Department Ladder Truck FY18	995,000.00		0.00	995,000.00
Fire Department:Hydrant Charges Groton	1.00		0.00	1.00
Fire Department: Hydrant Charges W. Groton	1.00		0.00	1.00
Police & Fire Communications Wages	480,247.00		177,100.12	303,146.88
Police & Fire Communications: Expense	18,250.00		11,166.99	7,083.01
Police & Fire Communications: Exp Prior Year	196.99		196.99	0.00
Police & Fire Communications: Bldg Upgrade	60,000.00		0.00	60,000.00
Building Inspector Salary	84,966.00		42,903.54	42,062.46
Building Inspector Wages	61,636.00		33,891.49	27,744.51
Building Inspector Expense	3,500.00		1,175.75	2,324.25
Salary/Fees-Gas/Plumbing/Elec Inspectors	30,000.00		14,520.00	15,480.00
Gas/Plumbing/Elec Inspector Expense	5,000.00		1,358.16	3,641.84
Sealer Weights & Measures Salary Fees	3,000.00		640.00	2,360.00
Sealer Weights & Measures Expense	100.00		100.00	0.00
Earth Removal Inspector Salaries	1,500.00		0.00	1,500.00
Earth Removal Inspector Expense	100.00		0.00	100.00
Animal Inspector/Control Officer Salaries	4,164.00		2,082.08	2,081.92
Animal Inspector/Control Officer Expense	800.00		0.00	800.00
EOC Expense/Aux. Police Expense	12,750.00		8,622.30	4,127.70
EOC Expense/Aux. Minor Capital	18,500.00		16,562.50	1,937.50
Dog Officer Salary	13,973.00		6,727.76	7,245.24
Dog Officer Expense	4,000.00		933.06	3,066.94
Dog Officer Expense Prior Year	1,100.00		851.92	248.08

TOTAL PROTECTION PERSONS/PROPERTY

	5,349,145.37	0.00	2,136,766.67	3,212,378.70
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SCHOOLS

Nashoba Valley Tech High School Assmt	607,520.00		455,640.00	151,880.00
Out of District Placement	0.00		0.00	0.00
Groton Dunstable Reg School Dist Assmt	20,175,864.00		10,087,932.00	10,087,932.00
TOTAL SCHOOLS	20,783,384.00	0.00	10,543,572.00	10,239,812.00

HIGHWAY AND HEALTH

General Highway Salary	103,824.00		52,662.02	51,161.98
General Highway Wages	656,020.00		313,631.82	342,388.18
General Highway Expense	134,300.00		60,577.27	73,722.73
General Highway Expense Prior Year	5,000.00		1,367.07	3,632.93
General Highway Road Maintenance	90,000.00		17,579.70	72,420.30
General Highway Road Maint. Prior Year	15,747.43		15,747.43	0.00

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
General Highway Capital: Intermediate Truck FY18	70,000.00		67,876.75	2,123.25
Snow & Ice Overtime	140,000.00		42,580.14	97,419.86
Snow & Ice Expense	165,000.00		55,209.48	109,790.52
Snow & Ice Hired Equipment	35,000.00		1,275.00	33,725.00
Street Lighting	15,000.00		6,250.00	8,750.00
Waste Disposal Wages	128,236.00		59,740.40	68,495.60
Waste Disposal Expense	54,486.00		43,161.26	11,324.74
Waste Disposal Consulting	5,850.00		0.00	5,850.00
Waste Disposal Tipping Fees	130,000.00		66,692.32	63,307.68
Waste Disposal Minor Capital Prior Year	5,000.00		5,000.00	0.00
Waste Disposal Capital: Trf Station Scale FY17	1,640.00		0.00	1,640.00
Waste Disposal Capital: Trf Sta Trash Trailers FY18	90,000.00		57,306.22	32,693.78
Tree Department Expenses	3,000.00		384.00	2,616.00
Tree Department Tree Work	11,500.00		3,000.00	8,500.00
Graves Registration Salary	250.00		0.00	250.00
Graves Registration Expense	760.00		710.00	50.00
Care of Veterans' Graves	1,550.00		0.00	1,550.00
Board of Health Expense	1,000.00		382.50	617.50
Board of Health Engineering	10,000.00		0.00	10,000.00
Board of Health Nursing/ Health Services	44,143.00		26,072.00	18,071.00
Council on Aging Salaries	73,524.00		36,761.53	36,762.47
Council on Aging Wages	69,809.00		33,661.50	36,147.50
Council on Aging Expense	8,454.00		2,840.05	5,613.95
Senior Center Van Wages	59,892.00		23,970.25	35,921.75
Senior Center Van Expenses	17,673.00		2,669.38	15,003.62
Senior Center Van Expenses Prior Year	66.00		66.00	0.00
Veterans' Agent Salary	3,485.00		1,742.00	1,743.00
Veterans' Agent Expense	600.00		65.40	534.60
Veterans' Agent: Veteran's Benefits	50,000.00		14,676.69	35,323.31
TOTAL HIGHWAY AND HEALTH	2,200,809.43	0.00	1,013,658.18	1,187,151.25
CULTURE AND RECREATION				
Library Salaries	367,248.00		183,841.91	183,406.09
Library Wages	316,472.00		133,843.02	182,628.98
Library Expense	195,621.00		89,362.94	106,258.06
Library Expense Prior Year	6,207.23		0.00	6,207.23
Library Capital Exterior Lights	30,000.00		0.00	30,000.00
Library Capital Carpet FY17	19,268.40		0.00	19,268.40
Country Club: Salaries	143,285.00		71,267.40	72,017.60
Country Club: Wages	113,881.00		68,847.70	45,033.30
Country Club: Expenses	122,454.00		96,902.35	25,551.65
Country Club: Expenses Prior Year	154.30		120.83	33.47
Country Club: Triplex Mower FY17 Cap Lease	5,100.00		5,090.45	9.55

	Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
Country Club Boom Sprayer Capital Lease	6,500.00		6,499.88	0.12
Park Department Wages	2,659.00		366.52	2,292.48
Park Department Expense	65,759.00		25,043.22	40,715.78
Park Department Expense Prior Year	4,910.00		4,346.00	564.00
Park Department Field Improvements FY16	1,571.65		1,571.65	0.00
Park Department Field Improvements FY17	46,500.00		10,164.98	36,335.02
Care of Old Burying Ground	800.00		0.00	800.00
Town Forest Committee FY11	5,200.00		0.00	5,200.00
Commemorations & Celebrations	500.00		390.00	110.00
Great Lakes Advisory Committee Expense	2,385.00		160.00	2,225.00
Great Lakes Advisory Committee Exp Prior Yr	2,321.75		0.00	2,321.75
Weed Harvester Expense	7,000.00		3,557.40	3,442.60
Water Safety Wages	2,640.00		1,727.00	913.00
Water Safety Expense	36,989.00		17,887.58	19,101.42
Water Safety Expense Prior Year	6,103.00		6,103.00	0.00
TOTAL LIBRARY & CITIZENS' SERVICES	1,511,529.33	0.00	727,093.83	784,435.50

DEBT SERVICE

Principal Long-term Debt	928,601.00		623,600.00	305,001.00
Interest Long-term Debt	210,518.00		109,899.71	100,618.29
Principal/Interest Short-term Debt	31,100.00		7,400.00	23,700.00
TOTAL DEBT SERVICE	1,170,219.00	0.00	740,899.71	429,319.29

EMPLOYEE BENEFITS

County Retirement Assessment	1,966,279.00		1,966,279.00	0.00
Unemployment Compensation	41,140.00		1,220.00	39,920.00
Unemployment Compensation Prior Year	3,368.00		1,772.00	
Health & Life Insurance	1,507,160.00		710,870.85	796,289.15
Health & Life Insurance Prior Year	16,543.91		9,003.93	7,539.98
Medicare Employer Contribution	127,931.00		57,224.71	70,706.29
Medicare Employer Contribution Prior Year	2,285.00		2,284.40	0.60
TOTAL EMPLOYEE BENEFITS	3,664,706.91	0.00	2,748,654.89	916,052.02

WATER DEPARTMENT

Water Department Salaries	125,982.00		62,221.19	63,760.81
Water Department Wages	170,796.00		84,698.27	86,097.73
Water Department Expense	437,113.00		267,350.35	169,762.65
Water Department Expense Prior Year	17,803.00		17,803.00	0.00
Water Department Debt Service	398,045.00		321,403.59	76,641.41
TOTAL WATER DEPARTMENT	1,149,739.00	0.00	753,476.40	396,262.60

SEWER DEPARTMENT

Sewer Department Salaries	19,440.00		9,100.10	10,339.90
Sewer Department Wages	32,053.00		17,362.50	14,690.50
Sewer Department Engineering	90,000.00		0.00	90,000.00
Sewer Department Expense	606,753.00		330,819.43	275,933.57
Sewer Department Debt Service	41,594.00		34,004.33	7,589.67

Appropriation	Res Fund or Line Item Tx	6-Month Expended	Est. To Be Expended
789,840.00	0.00	391,286.36	398,553.64

TOTAL SEWER DEPARTMENT

LOCAL CABLE ACCESS

Cable Department Salaries	70,171.00	35,085.31	35,085.69
Cable Department Wages	50,945.00	24,174.40	26,770.60
Cable Department Expense	75,338.00	19,876.94	55,461.06
Cable Department Minor Capital	10,000.00	3,455.00	6,545.00
TOTAL CABLE DEPARTMENT	206,454.00	82,591.65	123,862.35

COMMUNITY PRESERVATION

Operating Reserve	10,000.00	849.86	9,150.14
Unallocated Reserve Debt Service	396,722.00	365,037.50	31,684.50
Unallocated Reserve Prescott Upgrades FY18	15,350.00	0.00	15,350.00
Unallocated Reserve Prescott Upgrades FY17	51,846.00	23,893.50	27,952.50
Unallocated Reserve Baddacook Pond FY18	200,000.00	105,300.40	94,699.60
Unallocated Reserve Williams Barn Wall FY17	25,000.00	18,396.52	6,603.48
Unallocated Reserve Trf to Conservation Fund	20,000.00	0.00	20,000.00
Community Housing Reserve Wages	43,506.00	23,585.35	19,920.65
Community Housing Reserve Expenses	21,494.00	0.00	21,494.00
Historic Resource Reserve General Expenses	37,200.00	0.00	37,200.00
Historic Resource Reserve 1st Parish Nat'l Register	7,800.00	1,330.00	6,470.00
Historic Resource Reserve MileStone Engraving	4,958.20	4,563.04	395.16
Historic Resource Reserve Library Building	5,000.00	0.00	5,000.00
Historic Resource Reserve Library Entrance	15,000.00	0.00	15,000.00
Historic Res. Rsv Monument Restoration FY17	36,700.00	10,722.50	25,977.50
Historic Res. Rsv Prescott Upgrades FY17	100,000.00	80,286.61	19,713.39
Historic Res. Rsv Williams Barn Wall FY17	20,000.00	20,000.00	0.00
Open Space Reserve Surrenden Debt Service	85,000.00	80,000.00	5,000.00
TOTAL COMMUNITY PRESERVATION	1,095,576.20	733,965.28	361,610.92

CAPITAL PROJECT FUND

Complete Streets	45,000.00	8,330.90	36,669.10
Senior Center Building	450,000.00	0.00	450,000.00
Center Fire Station Construction	37,393.44	13,115.74	24,277.70
Public Safety Radio Upgrade	23,866.31	0.00	23,866.31
Four Corners Sewer	2,086,026.73	820,056.78	1,265,969.95
Water Capital Infrastructure Improvements FY17	502,311.54	98,996.44	403,315.10

TOTAL CAPITAL PROJECTS FUND

3,144,598.02	0.00	940,499.86	2,204,098.16
43,893,649.09	0.00	22,047,186.24	21,846,462.85

GRAND TOTAL